



**CHILDREN'S
SERVICES COUNCIL MEMBERS:**

*Cathy Donnelly, Chair
Governor Appointee*

*Tom Powers, Vice Chair
Governor Appointee*

*Hon. Kenneth L. Gillespie, Secretary
Judicial Member*

*Beam Furr, Immediate Past Chair
Broward County Commission*

*Robin Bartleman
Board Member
Broward County Public Schools*

*Dr. David H. Kenton
Governor Appointee*

*Dawn Liberta
Community Development Administrator,
Circuit 17
Department of Children & Families*

*Robert W. Runcie
Superintendent
Broward County Public Schools*

*Maria M. Schneider
Governor Appointee*

*Dr. Paula Thaqi
Director
Broward County Health Department*

*Jeffrey S. Wood
Governor Appointee*

STAFF

*Cindy J. Arenberg Seltzer
President/CEO*

LEGAL COUNSEL

John Milledge

Garry Johnson

DATE: October 9, 2020
TO: Council Members
FROM: Cindy Arenberg Seltzer, President/CEO
SUBJECT: Information for October 15th Council Meeting

Enclosed is the information packet for the Thursday, October 15th virtual Council meeting (9:30am). You will receive an email the day before the meeting with a unique zoom panelist link, as well as a reminder email with the link an hour before the meeting starts. We ask that you connect to the meeting around 9:00am to ensure there are no technical difficulties, or at least time to fix them if there are.

For cost-saving measures, you will notice that the packet tabs are 23-31. The agenda includes consideration of the Agency Capacity Building Mini-Grant Awards and the 2021 meeting calendar, as well as an opportunity to bid farewell to Ms. Bartleman, as this will be her last meeting. A new representative will be appointed at the School Board's organizational meeting in November.

The Council Members' Roundtable this month will feature the upcoming Respite Request for Procurement (RFP). Current Respite services are provided to families with children ages 3-13 years old who exhibit behavioral health needs that severely disrupt daily functioning in their home, school or community. Programming is focused on reducing family stressors and strengthening family functioning by providing assistance in meeting the child's care needs, offering the child opportunities for growth and development and maintaining or enhancing the quality of life for children and their families.

If you have any questions or need further explanation on any items in this packet, please feel free to email (cseltzer@cscbroward.org) or call me (954-649-8420).

Children's Services Council of Broward County
Zoom Webinar

October 15, 2020
9:30 a.m.

MEETING AGENDA

VISIT WWW.CSCBROWARD.ORG FOR THE COMPLETE MEETING INFORMATION PACKET

- | | | |
|--|-----------------|---------------------------------------|
| I. Call to Order | | Cathy Donnelly, Chair |
| II. Roll Call | | Amy Jacques, Special Assistant |
| III. Chair's Report | | Cathy Donnelly, Chair |
| a. Moment to Arrive | | |
| b. General Comments | | |
| c. Approve 9/24/20 Council Minutes | (Tab 23) | |
| d. Approve 9/24/20 TRIM Minutes | (Tab 24) | |
| e. Approve Cancellation of December Mtg | | |
| f. Approve 2021 Council Calendar | (Tab 25) | |
| g. FYI – President/CEO Performance Eval | | |
| h. FYI – Annual Report Photo | | |
| i. Recognize Service of Robin Bartleman | | |
| IV. President's Report | | Cindy Arenberg Seltzer, President/CEO |
| a. Moment of Silence for Alan Levy | | |
| b. Good of the Order | | |
| c. COVID-19 | | |
| i. FY 19/20 Update | (Tab 26) | |
| ii. Approve Establishing COVID-19
Emergency Fund for FY 20/21 | (Tab 27) | |
| V. Chief Communications Officer Report | | Sandra Bernard-Bastien, CCO |
| Approve Capacity Mini-Grant Awards | (Tab 28) | |
| VI. Chief Operating Officer Report | | Monti Larsen, COO |
| a. Approve Threshold and Disposal of
Fixed Assets | (Tab 29) | |
| b. Approve Invoices, P.O.s & Contracts | (Tab 30) | |
| VII. Broward Reads Coalition Report | | Beam Furr, Coalition Co-Chair |
| VIII. Funders Forum Report | | Maria Juarez, CPO |
| IX. Public Comment | | Cathy Donnelly, Chair |

X. Council Members' Roundtable
Respite RFP

Cathy Donnelly, Chair
CSC Staff

- XI. For Your Information** (Tab 31)
- a. CSB Minutes
 - b. CSC In The News
 - c. Correspondence
 - d. Attendance Report

If you require any auxiliary aids for communication or other special accommodations, please contact Marissa Aquino at (954) 377-1667 or maquino@cscbroward.org at least one week in advance so that proper arrangements can be made.

TAB 23

CHILDREN'S SERVICES COUNCIL OF BROWARD COUNTY

This meeting was held by Zoom Webinar with public access by computer or phone

September 24, 2020

4:00 P.M.

Minutes

Members in Attendance:

School Board Member Robin Bartleman; Governor Appointee Cathy Donnelly (Chair); Broward County Commissioner Beam Furr; Judge Kenneth L. Gillespie; Governor Appointee David H. Kenton; DCF Community Development Administrator Dawn Liberta; Governor Appointee Tom Powers; School Superintendent Robert W. Runcie; Governor Appointee Maria Schneider; Health Department Director Paula Thaqi; Governor Appointee Jeffrey S. Wood

Counsel Present:

Garry Johnson, Esq.

Council Members Absent:

None

Staff in Attendance:

Cindy Arenberg Seltzer, President/CEO; Monti Larsen, COO; Sandra Bernard-Bastien; Maria Juarez; Sue Gallagher; Marlando Christie; Laura Ganci; Dion Smith; Nancy Cohn; Michelle Hamilton; Kathleen Campbell; Andrew Leone; Amy Jacques; Madeline Jones; Marissa Aquino; Gloria Putiak; Jennifer Wennberg; Kyle Jones; Megan Turetsky; Brooke Sherman; Marissa Greif-Hackett; Andria Dewson; Camila Romero; Carl Dasse; Meg Wallace; Piper Weber; Liza Khan; Lynn Kalmes; Erin Byrne; Joshua Caraballo; Pooja Yajnik; Karen Franceschini; Angie Buchter; Keisha Grey; Keyonia Lawson; Akil Edwards; Colleen Carpenter; Parry Silcox; Jill Denis-Lay; Danielle Bachelder; Jennifer Fletcher; Jeff Glover; Roxanne Smith; Michelle Hagues; Shawanda Spencer; Trisha Dowell; Cynthia Reynoso; Nelson Giraldo; Johnsingh Jeyasingh; Jessica Rincon; Katrina Welch; Adamma DuCille; Clarice Horton; Betty Dominguez; Judy Jones; Diego Alvarez; Yolanda Meadows; Travis Johnson

Guests in Attendance:

See Attachment 1

Agenda:

I. Call to Order:

Ms. Donnelly called the meeting to order at 4:00 P.M.

II. Roll Call:

The roll was called and a quorum was established with the presence of Ms. Donnelly, Judge Gillespie, Dr. Kenton, Ms. Liberta, Mr. Powers, Ms. Schneider, and Mr. Wood.

III. Chair's Report:

a) Mindful Moment:

During this moment of silence, Ms. Donnelly requested remembrance of Justice Ruth Bader Ginsburg and Mr. Rick Case in honor of their respective impactful service to our country and community.

b) Comments:

Ms. Donnelly highlighted the Racial Equity Institute (REI) Groundwater presentations, which were conducted virtually and generated a wait list. She noted that additional presentations and workshops will be added in the future and encouraged Council Members to attend. She added that the virtual nature of the presentation made it more imitate and delivered an enhanced experience.

Ms. Donnelly briefly highlighted the recent virtual kick-off event for Zero Suicide Broward. She noted that September is National Suicide Prevention Awareness Month, and that the kick-off event was recorded so that community members can conveniently listen to it.

Ms. Bartleman joined the meeting.

IV. President's Report:

a) Good of the Order:

Ms. Arenberg Seltzer highlighted the successful distribution of 8,500 backpacks filled with school supplies that were delivered by more than 60 agencies and organizations, including the CSC-funded learning pods. Food bags were also available at the distribution sites. She thanked Judge Gillespie for volunteering at a distribution site, and noted that an additional 2,500 backpacks, as well as uniforms and shoes, will be distributed over

the next two weeks by school social workers through five school “boutiques.”

Ms. Arenberg Seltzer briefly mentioned the Zero Suicide Broward partnership with the United Way of Broward County, Broward Behavioral Health Coalition, Department of Children and Families, Broward County, and 2-1-1.

Broward: Read for the Record will be held virtually this year on October 29th, with volunteers reading the book *Evelyn Del Rey is Moving Away*. Nine entities have also agreed to mount StoryWalks for adults to read the story to accompanying children as they walk through the designated outside areas. Members viewed the Read for the Record television ad created by M Network.

CSC is partnering with the United Way of Broward County and the Jewish Federation of Broward County to host a virtual Candidate Connection on October 5th at 1:00pm. This year’s session will focus on the potential Freshmen Class, giving the candidates the opportunity to talk to the human services community, and an opportunity for the human services community to educate candidates on important issues and available resources for children and families in Broward County.

Ms. Arenberg Seltzer briefly recapped recent CSC media activities, including an NBC 6 interview, a Washington Post article mentioning CSC-funded learning pods, and inclusion in the upcoming Greater Fort Lauderdale Alliance Economic Sourcebook.

Ms. Arenberg Seltzer announced that CSC was named in the estate of Carol Rogus of Pompano Beach to receive two percent of the net funds in her Trust. CSC will receive \$14,000 to be used for K-12 education. Acceptance and designation of those funds will be brought to the Council in the future. She noted that current thinking is utilizing those funds for Back-to-School Extravaganza supplies.

Ms. Arenberg Seltzer recognized the service of Ms. Michelle Rogers, who has been running the Nurturing Parenting Program for Family Central since its inception and thanked her for being a tireless friend of CSC and Broward’s children and families. Ms. Rogers will be moving to North Carolina.

Commissioner Furr, Superintendent Runcie, and Dr. Thaqi joined the meeting.

b) CSC Update RE: COVID-19:

- i. Clear Masks:
- ii. Learning Pods:

ACTION: Ms. Bartleman made a motion to approve all action items presented under the COVID-19 Update, which included approval of the purchase of clear masks for providers who work with newborns, as well as children who are hearing impaired; ratification of funding for learning pods for low-income families; approval of the closure of learning pods to coincide with the school reopening date; and authorization for the CEO to extend JFACO's contract and allocate up to an additional \$200,000 for learning pod services through 10/30/2020, if necessary, all as presented. The motion was seconded by Commissioner Furr and passed with no opposing votes.

c) Antiterrorism and Emergency Assistance Program (AEAP) Grant Update:

Ms. Arenberg Seltzer noted that staff were working on submitting the AEAP invoice as soon as possible and that the agreement with the City of Parkland that was included in the meeting information packet will assist with that. She stated that she expects full reimbursement for that payment through the first invoice submitted under the grant since there have already been several conversations with the Attorney General's office about it.

d) Racial Equity Update:

Ms. Arenberg Seltzer noted that the Racial Equity Institute (REI) has adapted both its two-day workshop and Groundwater presentation to virtual sessions and that good reviews have been received so far.

V. Consent Agenda:

- a) August 20, 2020, Council Meeting Minutes:
- b) September 8, 2020, TRIM Hearing Minutes:
- c) Henderson Behavioral Health Letter of Agreement RE: LIP Funding:
- d) HOPE South Florida Contingent Renewal:
- e) Child Welfare Youth System Organizing Pilot (CWYSOP) RFQ Award:
- f) DJJ Data Sharing Renewal:
- g) BBHC and Carisk Data Sharing Renewal:
- h) Ark of Freedom Alliance – Broward County Trafficking Collective Impact Steering Committee:
- i) Accounting Adjustments for the Youth REI Workshop:
- j) Non-Renewal of Soref JCC Food Boxes Contract:
- k) Public Awareness Media and Collateral Purchase Plan:
- l) Interim Financial Statements and Budget Amendments for August 2020:
- m) Invoices, P.O.s & Contracts:

Mr. Powers temporarily pulled item d) to seek clarification on why the United Way of Broward County was no longer providing match funding to Hope South Florida. Ms. Arenberg Seltzer clarified that the United Way of Broward County was seeking some different outcome measures and that COVID had changed their funding priorities around homelessness. Mr. Powers indicated he was satisfied with that answer and put the item back on the Consent Agenda.

ACTION: Mr. Powers made a motion to approve the Consent Agenda as presented. The Consent Agenda items included approval of the August 20, 2020, Council meeting minutes; approval of the September 8, 2020, TRIM Hearing minutes; approval of the Letter of Agreement with the Agency for Health Care Administration (AHCA) on behalf of Henderson Behavioral Health; approval of the HOPE South Florida leverage contract renewal, contingent upon leverage confirmation; approval of the CWYSOP RFQ award; approval of the amendment to the Data sharing Agreement with DJJ; approval of the renewal of the Data Sharing Agreement with BBHC and Carisk; approval of joining the Ark of Freedom Alliance – Broward County Collective Impact Initiative; approval of the accounting adjustments for revenue and related expenditures for the Youth REI Workshop; approval of the non-renewal of the Out-of-School-Time food boxes distribution contract with SOREF JCC; approval of the Public Awareness Media and Collateral Purchase Plan; approval of the

budget amendments and interim financial statements for period ending August 31, 2020, and approval of CSC monthly/annual purchases for FY 2020/2021. The motion was seconded by Ms. Schneider and passed with no opposing votes.

- n) Trauma Services Update for the Broward Behavioral Health Coalition (BBHC) and the Center for Mind Body Medicine (CMBM):

Ms. Juarez explained that there was a request of staff at the June Joint Finance & Program Planning Committee meeting to compile a report documenting CSC's trauma work in order to help inform the expansion of trauma services to the wider community. The Eagles' Haven status update was delivered at the June Council meeting, and information on trauma services provided by BBHC and CMBM were included in this month's information packet. She noted that both programs are performing well and providing high-quality services.

VI. Agency Capacity Building Committee Report:

Dr. Kenton gave an update on the Agency Capacity Building Mini-Grants process, noting that applicant interviews were held earlier today and that the recommendations will be considered by the Council at its next monthly meeting on October 15th.

Mr. Wood summarized the recent meeting of the Agency Capacity Building Committee and highlighted upcoming training opportunities.

VII. Funders Forum Report:

Ms. Juarez referred Members to the meeting minutes contained in the information packet.

Ms. Arenberg Seltzer thanked Ms. Juarez for her efforts coordinating the community learning pods, including writing the application overnight and spearheading the process to completion. In turn, Ms. Juarez thanked the Program Services team, including Ms. Meg Wallace.

VIII. Public Comment:

There were no comments from the public.

IX. Council Members' Comments:

There were no comments from Members.

X. Adjournment

The meeting adjourned at 4:37pm.

Kenneth L. Gillespie, Secretary

ATTCH 1

MEETING ATTENDEES

*denotes speaker

Name	Organization
Mark Reyes	Urban League of Broward County
Cynthia Moreno	Harmony Development Center
Grace Ramos	The M Network
Andy Fernandez	Firewall Centers
Alison Rodriguez	YMCA of South Florida
Alice-Lydia Bird	YMCA of South Florida
Lisa Clements	YMCA of South Florida
Michelle Rosegreen	Family Central, Inc.
Donna Lavallo	Smith Community Mental Health
Michelle Rogers	Family Central/KIDs
Mark Russell	YMCA of South Florida
Regine Kanzki	Crockett Foundation

TAB 24

CHILDREN'S SERVICES COUNCIL OF BROWARD COUNTY

Truth In Millage (T.R.I.M.) Final Public Hearing

September 24, 2020

5:01 P.M.

Minutes

(This meeting was held by Zoom Webinar with public access by computer or phone)

Members in Attendance:

School Board Member Robin Bartleman; Governor Appointee Cathy Donnelly (Chair); Broward County Commissioner Beam Furr; Judge Kenneth L. Gillespie; Governor Appointee David H. Kenton; DCF Community Development Administrator Dawn Liberta; Governor Appointee Tom Powers; School Superintendent Robert W. Runcie; Governor Appointee Maria Schneider; Health Department Director Paula Thaqi; Governor Appointee Jeffrey S. Wood

Counsel Present:

Garry Johnson, Esq.

Staff in Attendance:

Cindy Arenberg Seltzer, President/CEO; Monti Larsen, COO; Sandra Bernard-Bastien; Maria Juarez; Sue Gallagher; Marlando Christie; Laura Ganci; Dion Smith; Nancy Cohn; Michelle Hamilton; Kathleen Campbell; Andrew Leone; Amy Jacques; Madeline Jones; Marissa Aquino; Gloria Putiak; Jennifer Wennberg; Kyle Jones; Megan Turetsky; Brooke Sherman; Marissa Greif-Hackett; Andria Dewson; Camila Romero; Carl Dasse; Meg Wallace; Piper Weber; Liza Khan; Lynn Kalmes; Erin Byrne; Joshua Caraballo; Pooja Yajnik; Karen Franceschini; Angie Buchter; Keisha Grey; Keyonia Lawson; Akil Edwards; Colleen Carpenter; Parry Silcox; Jill Denis-Lay; Danielle Bachelder; Jennifer Fletcher; Jeff Glover; Roxanne Smith; Michelle Hagues; Shawanda Spencer; Trisha Dowell; Cynthia Reynoso; Nelson Giraldo; Johnsingh Jeyasingh; Jessica Rincon; Katrina Welch; Adamma DuCille; Clarice Horton; Betty Dominguez; Judy Jones; Diego Alvarez; Yolanda Meadows; Travis Johnson

Guests in Attendance:

Alison Rodriguez (YMCA of South Florida), Michelle Rogers (Family Central/KIDs), Alice-Lydia Bird (YMCA of South Florida), Donna Lavallo (Smith Community Mental Health), Grace Ramos (The M Network), Lisa Clements (YMCA of South Florida), Andy Fernandez (Firewall Centers), Regine Kanzki (Crockett Foundation, Inc.), Gonzalo Cadima (United Way)

I. Millage Hearing

CSC Chair Cathy Donnelly called to order at 5:01 P.M. the final public hearing on the millage rate and budget for Fiscal Year 2020-2021.

The roll was called and a quorum was established.

Ms. Donnelly opened the public hearing for adoption of the final millage rate for FY 2020-2021. She read the final millage rate of 0.4882. Said millage rate is 4.61% increase over the roll-back rate.

Attorney Garry Johnson read Resolution 2020-03 by title only.

Ms. Donnelly opened the floor for comments from the public regarding the final millage rate. Hearing none, she closed the public comment period and opened the floor for comments from the Council members. There were no comments from the Council Members.

ACTION: Commissioner Furr made a motion to adopt the Resolution adopting the final millage rate of 0.4882 for Fiscal year 2020-2021. The motion was seconded by Ms. Bartleman. A roll call vote was conducted and the motion passed 9-1.

Robin Bartleman	Yes
Cathy Donnelly	Yes
Beam Furr	Yes
Kenneth Gillespie	Prohibited From Voting, Per Statute
David H. Kenton	Yes
Dawn Liberta	Yes

Tom Powers	No
Robert W. Runcie	Yes
Maria Schneider	Yes
Paula Thaqi	Yes
Jeffrey S. Wood	Yes

II. Budget Hearing

Ms. Donnelly opened the public hearing for adoption of the final budget for Fiscal Year 2020-2021.

Attorney Garry Johnson read Resolution 2020-04, by title only, adopting the final budget for Fiscal Year 2020-2021.

Ms. Donnelly opened the floor for comments from the public regarding the final budget. Hearing none, she closed the public comment period and opened the floor for comments from the Council Members. There were no comments from the Council Members.

ACTION: Commissioner Furr made a motion to adopt the Resolution adopting the final budget for Fiscal Year 2020-2021. The motion was seconded by Ms. Liberta. A roll call vote was conducted and the motion passed 10-1.

Robin Bartleman	Yes
Cathy Donnelly	Yes
Beam Furr	Yes
Kenneth Gillespie	Yes
David H. Kenton	Yes
Dawn Liberta	Yes
Tom Powers	No
Robert W. Runcie	Yes
Maria Schneider	Yes

Paula Thaqi	Yes
Jeffrey S. Wood	Yes

III. Adjournment

The meeting adjourned at 5:07pm.

Kenneth L. Gillespie, Secretary

TAB 25

**CHILDREN'S SERVICES COUNCIL OF BROWARD COUNTY
2021 Council Meeting Calendar**

Council Meeting, Thursday, January 21, 2021, 9:30am

Council Meeting, Thursday, February 18, 2021, 9:30am

Council Meeting, Thursday, March 18, 2021, 9:30am

Council Meeting, Thursday, April 15, 2021, 9:30am

Council Meeting/Budget Workshop, Thursday, May 20, 2021, 9:00am - 4:00pm

Council Meeting, Thursday, June 17, 2021, 9:30am

(Tentative) Council Meeting, Thursday, July 15, 2021, 9:30am (Tentative)

Council Meeting, Thursday, August 19, 2021, 9:30am

(Tentative) T.R.I.M. Public Hearing, Thursday, September 9, 2021, 5:01pm (Tentative)

(Tentative) Council Meeting, Thursday, September 23, 2021, 4:00pm (Tentative)

(Tentative) T.R.I.M. Public Hearing, Thursday, September 23, 2021, 5:01pm (Tentative)

Council Meeting, Thursday, October 21, 2021, 9:30am

Council Meeting, Thursday, November 18, 2021, 9:30am

(Tentative) Council Meeting, Thursday, December 16, 2021, 9:30am (Tentative)

Please Note:

September meetings are subject to change due to any public hearing date conflict with Broward County or School Board of Broward County schedules. If the above September dates change, an updated calendar will be distributed to Members and posted on the CSC website (www.cscbroward.org). All other meetings are also subject to change and CSC website should be consulted.

All meetings will be held at the CSC Office, 6600 W. Commercial Blvd., Lauderhill, FL 33319,

Council meeting packet information will be posted on the website, www.cscbroward.org, a few days before each meeting. Only the agenda will be available at the meeting.

If you have questions or need additional information, please contact Amy Jacques at (954) 377-1675.

If you require any auxiliary aids for communication or other special accommodations, please contact Marissa Aquino at (954) 377-1667 or maquino@cscbroward.org at least one week in advance so that proper arrangements can be made.

TAB 26

For Council Meeting October 15, 2020

Issue: COVID-19 Update

Action: For Your Information

Budget Impact: N/A

Background: In March, the Council established a Coronavirus Emergency Response Fund for hunger relief and related issues affecting children and families battling the health and economic impacts of COVID-19. Since then, the Council approved/ratified funds providing food, Personal Protective Equipment (PPE), Volunteer Income Tax Assistance (VITA)/Earned Income Tax Credit (EITC) assistance, learning pods for low-income families, and clear masks for providers working with babies, toddlers, and children with special needs. CSC staff also allowed flexibility for service providers to explore ways to continue to serve and meet the needs of children and families during this challenging and unique time.

Current Status: CSC continues to assist members of the South Florida Hunger Coalition with the coordination and distribution of food and important information on community resources to help families facing challenges due to the impacts of COVID-19. In August and September, CSC partnered with the Mobile School Pantry, the Crockett Foundation, Broward County Public Schools (BCPS), the City of Pompano, and the Broward Sheriff's Office to distribute backpacks and food supplies to more than 600 families. And since August, the Harvest Drive has packed and distributed over 900 bags of non-perishables directly to families in need.

Thanks to a referral from Laurie Sallarulo, President & CEO of Junior Achievement of South Florida, the CSC will receive 100,000 disposable masks to distribute to child-serving programs. This donation was made by the Chicago-based NEAR Project.

The CSC-funded learning pods for low-income families have proven to be an invaluable resource to Broward families. Most of the 13 providers, operating 28 sites with a total number of 167 pods, started August 19th or 31st, with the remainder opening in September. These CSC-funded pods served 1,000 children and are scheduled to close with the re-opening of Broward schools on October 9th-15th. However, Broward County Public Schools (BCPS) has determined that five schools will not open until October 23rd. Children from two of the five schools were attending CSC-funded learning pods (in Hollywood and Hallandale) which will remain operational until the schools open.

Recommended Action: For Your Information

TAB 27

For Council Meeting October 15, 2020

- Issue:** Establish the COVID-19 Emergency Fund for FY 20/21.
- Action:** Approve Establishing a COVID-19 Emergency Fund for FY20/21.
- Budget Impact:** \$250,000 of \$1,824,107 Available in Unallocated for FY 20/21.
-
-

Background: At the March 19, 2020 Council Meeting, an Emergency COVID Response Fund for \$500,000 was established to allow for rapid response towards addressing critical community needs. The President/CEO was authorized to use the funds in such areas as purchasing protective equipment for the Providers, addressing hunger relief, programmatic issues, or other COVID related matters that required a quick response in between Council meetings. As expenditures were made, they were brought to the Council for ratification. All funds were allocated for FY 19/20 and a complete financial report of the expenditures is included in the monthly Interim Financial Statements on page 13.

Current Status: With the new fiscal year beginning, staff is recommending establishing an Emergency COVID Rapid Response fund in the amount of \$250,000 for FY 20/21. While more is known about this virus now than back in March, there remains much that is unknown and community needs continue to arise quickly. As has been the process, the President/CEO will make the determination if the request meets the criteria and will be brought to the Council before, if possible, or afterwards to be ratified if timing doesn't allow for prior approval.

Recommended Action: Approve Establishing a COVID-19 Emergency Fund for FY 20/21.

TAB 28

For Council Meeting October 15, 2020

Service Goal	1.1 Support provider agency efforts to enhance their infrastructure and service delivery effectiveness.
Objective:	1.1.2 Provide funding to support organizational capacity building and program quality improvement initiatives.
Issue:	Mini-Grant Awards for FY 20/21
Action:	Approve Mini-Grant Awards and Related Support for FY 20/21
Budget Impact:	\$ 172,156 Of \$ 250,000.00 Available in Goal 1.1.2 for FY 20/21.

Background: Since 2016, the CSC has provided capacity building support for small to mid-sized child-serving non-profit organizations (NPOs) through the issuance of an annual Capacity Building Mini Grant. Funded NPOs have received a host of services including project funding and training, as well as access to subsidized fundraising coaching, and business consulting services. To ensure that each awardee maximizes the use of project funding, the CSC has partnered with the Small Business Development Center (SBDC) of Fort Lauderdale to provide comprehensive assessments, as well as oversight and guidance on all Capacity Building Mini Grant projects. This partnership has proven itself and has yielded results well beyond the focus of the original project areas. Additionally, many of the past awardees continue to engage with SBDC for capacity building support and business coaching after the conclusion of the grant cycle.

CSC has also engaged Network for Good (NFG) to provide fundraising and development support, as well as access to a robust, user-friendly fundraising platform. This has helped to increase fundraising knowledge, aided in the development of successful fundraising campaigns, and generated revenue outside of grants and foundation funding

Current Status: Submissions for the 2020- 2021 Mini Grants were received and evaluated by a rating committee. Seven (7) proposals were rated, and based on proposal review and applicant interviews, they are being recommended to the Council for funding for a total of \$172,156.25. If approved, \$134,000.00 will be utilized for project funding and stipends for fundraising-related expenses. \$32,156.25 will be allocated for consulting services from the SBDC. Network for Good will receive \$6,000 to provide two of the seven with fundraising support which will include coaching from Network for Good and fundraising software access. The rating committee funding recommendations are detailed in the following attachment for Council approval.

Recommended Action: Approve Mini-Grant Awards and Related Support for FY 20/21

2020 CAPACITY BUILDING MINI GRANT FUNDING RECOMMENDATIONS

Project Funding Only - Maximum score - 105

Score	Agency	SBDC Consulting	Project Funding	Network for Good Fundraising	Fundraising Stipend	Total Recommended	Program and Project Description
95.75	Ark of Freedom Alliance, Incorporated	\$4,593.75	\$20,000.00	\$0.00	N/A	\$24,593.75	Ark of Freedom Alliance operates programs that work with marginalized males, LGBTQ children and special needs young adults at risk of falling victim to human trafficking, or those who have survived trafficking. Funding will be awarded for Racial Equity Infrastructure Building and Organizational Sustainability related projects.
89	Sanad Foundation	\$4,593.75	\$20,000.00	\$0.00	N/A	\$24,593.75	Sanad Foundation serves to nurture, develop and sustain the intellectual and spiritual growth of youth, seniors and their families. Sanad provides the community with the resources and environment needed to help individuals learn about their world, their life and themselves. The Strategic Planning and Strategic Relationship Building efforts will aid in the development, and execution of plans to engage new clients, donors and partners. This would be achieved through the use of high impact, targeted marketing tools including print media, fundraising decks, videos, as well as traditional materials like flyers, brochures and infographics.
87.25	Tomorrow's Rainbow	\$4,593.75	\$20,000.00	\$0.00	N/A	\$24,593.75	The mission of Tomorrow's Rainbow is to nurture the emotional wellness and resiliency of children, teens, and families, experiencing grief, loss, or trauma. Strategic Planning efforts would take a targeted and strategic approach to rebranding through the development and use of consistent and succinct messaging across social media, print and website platforms. This would ensure that the community is aware of the expanded services offered by the organization and, would also allow the organization to create the infrastructure needed to attain greater financial sustainability.
76.5	S.E.E.K. Inc.	\$4,593.75	\$20,000.00	\$0.00	N/A	\$24,593.75	The mission of S.E.E.K is to empower youth, parents, teachers, and the community through the use of a STEM/STEAM based educational program designed to build skills, promote entrepreneurship and increase future career opportunities. S.E.E.K. will utilize Capacity Building Mini Grant funding for projects that help increase organizational sustainability. This includes, but is not limited to, the investment in a more functional business management systems, staff training, outreach initiatives, the development of policy and procedure manuals, and the creation of a plan to increase scalability in preparation for future growth.
74.88	Elite Foundation	\$4,593.75	\$20,000.00	\$0.00	N/A	\$24,593.75	Elite Foundation empowers survivors of human trafficking with transformative services that promote healing, and increases the supports needed to prevent further victimization. Project funding will be used for Strategic Relationship Building initiatives including targeted outreach, recruitment and training of both mentors and participants of the ELITE FLY program.
Itemized Totals		22,968.75	100,000.00	0.00	0.00	122,968.75	

Fundraising and Project Funding - Maximum score - 160

Score	Agency	SBDC Consulting	Project Funding	Network for Good Fundraising	Fundraising Stipend	Total Recommended	Program and Project Description
143.5	Fitwiz for Kids/ FW4K Enterprises Inc. Fitwize 4 Kids	4,593.75	15,000.00	3,000.00	2,000.00	24,593.75	Fitwiz for Kids provides fitness, character development, nutrition and healthy lifestyle training to children of all ages. Funding will be utilized for Strategic Relationship Building and gains will be achieved through marketing and outreach efforts including; market assessments, a revamp of existing marketing strategies and plans, the creation of new marketing materials, and the implementation of a board recruitment campaign. Additionally, a COVID-19 Recovery Project will be conducted to help expand on the virtual curriculum that was created as a result of the pandemic to help sustain, and grow the business.
132.5	Healing Arts Institute of South Florida International, Inc.	4,593.75	15,000.00	3,000.00	2,000.00	24,593.75	Healing Arts Institute provides mental and behavioral health services to children and families in Broward County. Their proposed capacity building project areas include Strategic Planning, with a focus on the development of a 5-year plan; Human Resource Management with a goal of creating a robust training program; and Board Governance and Leadership, which will aid in enhancing and building the capacity of current board members.
Itemized Totals		\$9,187.50	\$30,000	\$6,000	\$4,000	\$49,188	

TAB 29

For Council Meeting October 15, 2020

Issue:	Disposal of Fully Depreciated and Non-Capitalized Items.
Action:	<ol style="list-style-type: none">1. Approve Disposal of Fully Depreciated or Non-Capitalized Items2. Approve New Equipment Capitalization Threshold
Budget Impact:	N/A.

Background: The Council approves all purchases for the organization and conversely, also approves the disposal of fixed assets from the general ledger or non-capitalized electronic equipment from the premises. CSC's policy/procedures for fixed assets states that computer hardware/software is depreciated over a three-year period, furniture and fixtures are depreciated over a five-year period and items not meeting the current \$1,000 threshold, which are generally lesser expensive electronic equipment, are not capitalized and therefore not depreciated, but are tracked for accountability.

Current Status: Attached is a list of disposed items to be removed for approval. The detailed list for capitalized items and the summarized total for the non-capitalized items includes old computer and other equipment that are outdated and no longer in use. If applicable, certain electronic parts may be cannibalized to be used in other machines. The computers/parts will be donated to Green Owl Tech Recycling. Once the computers are refurbished, they are donated to CSC providers or other agencies in the Tri-County area to help bridge the Digital Divide.

In late September, the Florida Department of Financial Services passed new rules, effective October 1, 2020, to change the threshold for recording property for local governments that raise the capitalization requirement from \$1,000 to \$5,000. Other items with a value of less than \$5,000 shall be recorded in the local governments financial system as property for inventory purposes. Staff recommends adopting the new \$5,000 threshold for capitalizing CSC equipment while maintaining the tracking of lesser expensive electronic equipment for proper accountability. For the purpose of tracking equipment purchased by the Providers for use in the programs, staff is recommending increasing this threshold from \$1,000 to \$1,500. This equipment is generally bought in the first year of an RFP cycle so that its useful life is usually over by the time the program ends.

- Recommended Action:**
1. Approve Disposal of Fully Depreciated or Non-Capitalized Items
 2. Approve New Equipment Capitalization Threshold

Children's Services Council
 Computer-Hardware/Software- Disposal record
 Fixed Asset Disposal reports for Council Meeting- October 15, 2020

	<u>Asset Description</u>	<u>Acquisition Date</u>	<u>Acquisition Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
1	Lenovo Yoga ThinkPad	4/16/2014	\$ 1,559.00	\$ 1,559.00	\$0.00
2	Microsoft Surface Pro 3	1/8/2015	\$ 1,179.00	\$ 1,179.00	\$0.00
3	Lenovo Yoga ThinkPad	1/26/2015	\$ 1,594.63	\$ 1,594.63	\$0.00
4	Precision T1700	10/29/2014	\$ 1,360.92	\$ 1,360.92	\$0.00
5	Precision T1700	1/27/2016	\$ 1,222.43	\$ 1,222.43	\$0.00
6	Zebra Security ID Sys.- Printer	8/14/2009	\$ 2,000.00	\$ 2,000.00	\$0.00
		Subtotal	\$ 8,915.98	\$ 8,915.98	\$0.00

Non-Capitalized Assets to be disposed
 (Details will be provided if needed)

\$ 9,904.89

Total \$ 18,820.87

Children's Services Council
 Computer-Hardware/Software- Disposal record
 Fixed Asset Disposal reports for Council Meeting- October 15, 2020

	<u>Asset Description</u>	<u>Acquisition Date</u>	<u>Acquisition Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
1	HP ScanJet	8/6/2003	\$780.00	\$ -	\$780.00
2	OptiPlex 7010	1/24/2013	\$823.50	\$ -	\$823.50
3	Optiplex 7010	1/28/2014	\$752.97	\$ -	\$752.97
4	Optiplex 7010	1/28/2014	\$752.97	\$ -	\$752.97
5	Optiplex 7010	1/28/2014	\$752.97	\$ -	\$752.97
6	Optiplex 3020	5/23/2014	\$704.00	\$ -	\$704.00
7	Precision T1700	4/24/2015	\$972.03	\$ -	\$972.03
8	Precision T1700	4/24/2015	\$972.03	\$ -	\$972.03
9	Precision T1700	2/13/2016	\$748.16	\$ -	\$748.16
10	Dell Precision T1700	2/13/2016	\$748.16	\$ -	\$748.16
11	Surface Pro 4	9/28/2016	\$949.05	\$ -	\$949.05
12	Surface Pro 4	4/19/2017	\$949.05	\$ -	\$949.05
			\$ 9,904.89	\$ -	\$9,904.89

For Council Meeting October 15, 2020

Issue: CSC Monthly Purchases for Administrative Operations

Action: Approve CSC Monthly/Annual Purchases for October 2020

Budget Impact: See attached Reports

Background: The State Statute creating and governing the CSC, Chapter 2000-461, as amended, states:

Section 6: No funds of the council shall be expended except by check as aforesaid, except the expenditure of petty cash or the issuance of checks made payable for sums no greater than \$5,000, shall be expended without prior approval of the council, in addition to the budgeting thereof.

The Council's procurement policies and procedures stipulate that expenditures are approved by the Council prior to being expended. As such, the financial system requires a Council Approval (CA) date at multiple points throughout the system including all processed payments. Internal controls for tracking expenditures in accordance with the statute are validated by auditors every year and there have been no significant deviations since the inception of the Council.

Since 2004 at the Council's direction, staff was instructed to only provide back-up material for purchases when the item is over \$10,000. As always, back-up for purchases below \$10,000 are available upon request.

Current Status: In accordance with policy, please find attached the Invoices, Travel, Purchase Orders, Sponsorships, etc. for the month of October 2020. To facilitate reviewing the various purchases, staff has segregated the items into various categories. All purchases listed are with the budget approved by the Council at TRIM as amended from time to time.

Please note that items over \$10,000 have a specific Issue Paper or copy of the related back-up attached to further explain the expenditure. Additional information for **any** expenditure is available upon request.

Recommended Action: Approve CSC Monthly/Annual Purchases



List of Invoices, Travel, Purchase Orders, Sponsorships, etc.
Submitted to the Children's Services Council
October 15, 2020

Vendor	Description	Amount	Comment (Back-up documentation is available upon request.)
Purchase Orders (greater than \$10,000):			
Back-up documentation is attached:			
A. Ross Leo	Computer Security and HIPPA consulting	\$ 10,000.00	See attached IP
Purchase Orders (less than \$10,000):			
Accordis International Corp	Annual Cisco Smartnet renewal (phone system)	\$ 9,085.00	
AmTrust North America	Worker's compensation insurance; premium adjustment	\$ 2,584.00	Previously approved 9/24/20; Additional premium upon updated estimate.
Computer Sciences Corp dba Enavate Mgmt Svc	Financial system (BI360) consulting services	\$ 5,000.00	
Dean Lue	Communications Consulting Services	\$ 5,000.00	
Ewart Technologies	Renewal of Virtual Private Network (VPN) and related consulting	\$ 7,390.00	3yr subscription for SSLVPN \$1,015 & 3 yr. subscription for Firewall \$3,860; consulting work @\$1,500; Sonic Wall annual renewal \$1,015
Lenovo	2 laptops @ \$1,480ea & 5 laptops @ \$1,340ea	\$ 9,660.00	
On Time Telecom	Emergency response system	\$ 400.00	
RDT Solutions	ARCServe license - Annual maintenance agreement	\$ 4,500.00	
Webauthor	SAMIS enhancements	\$ 5,468.00	System Goal 1.2.2
Zoho	Desktop Manage engine - Annual maintenance price increase	\$ 1,600.00	Additional request
Zoom	Video Conferencing (increase capacity by 2)	\$ 500.00	
Program Related Purchases:			
Amazon	Gift cards for Girl's Virtual summit	\$ 1,200.00	Previously approved 9/24/20 as Wells Fargo. Vendor no longer provides this service.
Sunny Munn	Writing consultant and coach for staff	\$ 5,000.00	System Goal 3.1.1
Taoti	Web hosting (previously approved at \$590/mo.-- s/b \$690/ mo.)	\$ 8,280.00	Corrected total as budgeted
Trainers/Materials (Service Goal 1.1.X) (Provider names and courses may be subject to change):Instructor Led Unless Otherwise Indicated			
Johns Harris Consulting	Project based Learning training and coaching	\$ 2,200.00	Service Goal 7.1.2
Open Mind Adventures	Conflict Resolution	\$ 550.00	
Open Mind Adventures	Cultivating a Resilient Culture	\$ 1,100.00	
Open Mind Adventures	Stress Less Achieve More	\$ 1,100.00	
Open Mind Adventures	Power vs Force	\$ 550.00	Capacity Bldg.
Ready Set More	Level 10 Mindset Part 1 & 2	\$ 2,200.00	
Ready Set More	Succeed with Self Leadership Part 1& 2	\$ 2,200.00	Capacity Bldg.
Ready Set More	Diffuse the Stress of Adversity	\$ 1,100.00	
South Florida Health Care Institute	CPR Heartsavers	\$ 5,200.00	
Whole Hearted Parenting / Maggie Macaulay	Communication Mastery 2	\$ 1,264.00	Program Admin



List of Invoices, Travel, Purchase Orders, Sponsorships, etc.
 Submitted to the Children's Services Council
 October 15, 2020

Vendor	Description	Amount	Comment (Back-up documentation is available upon request.)
Sponsorship			
BC Eduventures	Village Square Series Dinner; 10/14/20 (virtual), 2/24/21, 4/14/21	\$ 560.00	Bipartisan Community discussions on current issues to promote civil discourse and civic engagement. This money purchases seats for HS students.
Literacy Connection, Inc.	National Family Literacy Celebration, November 21, 2020; Dania Beach	\$ 1,000.00	Rolling literacy experience includes distributing books to children to build their home libraries and parent/family workshops that model strategies to creating a reading culture at home.
Revelation Christian Church	Community Resource Fair - Drive thru; November 21, 2020; Lauderdale Lakes	\$ 1,000.00	Families will receive a turkey, food bags from feeding South Florida, information and resources from local vendors and the CSC resource guide.
Memberships:			
Broward Black Chamber of Commerce	2021 Annual membership	\$ 600.00	
Community Reinvestment Alliance	2021 Annual membership	\$ 150.00	
FL Assoc of Special Districts FASD	2021 Annual membership	\$ 750.00	
FL Prosperity Partnership	2021 Annual membership	\$ 300.00	
GASB (Gov't Accounting Standards Board)	2021 Annual membership	\$ 350.00	
GFOA (Gov't Finance Officer Assoc)	2021 Annual membership	\$ 665.00	
National Forum for Black Public Administrators (NFBPA)	2021 Annual membership	\$ 1,100.00	

For Council Meeting October 15, 2020

- Issue:** Document IT Standard Operations Procedure & support the information security, and regulatory compliance of the Organization
- Action:** Approve Ross Leo as the Cyber/Network Security Consultant
- Budget Impact:** \$10,000 Of \$53,900 Available in Budget Line for FY 20/21
-
-

Background: In June 2019, the council approved SECNAP to conduct a two-part security and infrastructure audit. The audit identified two areas of concern critical to the success of the Organization's infrastructure security. The areas identified are documentation and the need for an annual assessment of the security protocols in place. Like many organizations faced with the global threat of the COVID-19 pandemic, CSC had to pivot the workforce to a remote environment; this meant we had to ramp up virtualization and mobility efforts. This change in protocols lead to the Organization opening itself to rising cybersecurity threats. Not having qualified security personnel on staff to provide strategic guidance and documentation to aid in developing an information security road map for the Organization has placed us at a disadvantage. The security consultant will evaluate CSC's infrastructure against relevant standards, regulatory compliance, and best practices to eliminate or identify potential compliance failure points and make the necessary recommendations and changes.

Current Status: The security consultant will help to create an IT Standard Operating Procedure (SOP). The purpose of IT SOPs is to ensure data security and integrity. The IT SOPs will apply to all users, whether onsite or connected remotely and impact the entire infrastructure such as software applications, operating systems, firmware, and associated data. The SOP will cover the following topics: Backup & Recovery, Security Administration, Change Control, Operations & Maintenance, Disaster Recovery, Policies & Procedures. The security consultant will help the Organization respond rapidly to incidents while continually refining its approach to addressing the dynamic threat landscape using industry best practices and regulations. The primary benefit of having a security consultant is that the Organization will have access to a highly qualified and experienced resource with multi-domain knowledge at (35-to-40) percent of the cost of an FTE. Ross Leo has been CSC's HIPPA Compliance consultant for several years and is best positioned to assume this security role with his knowledge of CSC and his extensive security background.

Recommended Action: Approve Ross Leo as the Cyber/Network Security Consultant



DRAFT

Broward County Board of County Commissioners
Children's Services Board
Regular Board Meeting Minutes - June 19, 2020
Virtual Meeting via Microsoft Teams

1. **Call to Order**

Ms. Swartzbaugh, Chair, called the meeting to order at 9:06 a.m.

2. **Roll Call**

Ms. Swartzbaugh, Chair, asked Pastor Nugent, Secretary, to call roll. A quorum was established with, Lori Alhadeff, Jarvis Brunson, Sandra Einhorn, Cassandra Evans, Commissioner Beam Furr, Kim Gorsuch, Dr. Andrea Keener, Monica King, Parkland Vice Mayor Robert Mayersohn, Julia Musella, Pastor Andrew-Craig Nugent, Paige Patterson-Hughes, Daniel Schevis, Elida Segreera, Joel Smith, Karen Swartzbaugh and Allicia Walford. Members absent Paula Smith.

Staff Members in attendance: Angela Rodriquez, County Attorney's Office, (CAO), Idelma Quintana, Commission Aide, Deborah Meidinger Hosey, Children's Services Administration (CSA), Deborah Scott, CSA and Anna Gibbs, CSA.

Guests in attendance: None

3. **Approval of the February 21, 2020 Minutes**

Motion: To approve the minutes as presented by staff

First: Cassandra Evans

Second: Dr. Andrea Keener

Declaration of Conflict: None

Discussion: None

Result: Passed

4. **Chair's Report**

Ms. Swartzbaugh, Chair, shared that the executive committee met virtually last month to discuss the Sunset Review process and review earlier drafts of the document. The final draft of the changes to the Sunset Review Ordinance was sent to CSB members. Ms. Swartzbaugh shared that changes were mostly clean up, tweaks and date changes to the process. She also noted that the reference in the ordinance to the Board being an independent entity will

remain. Ms. Evans made note that on page 1, number 4, her title was incorrectly listed. Ms. Evans' correct title is Chief Probation Officer.

Motion: Approval of the draft ordinance with the identified changes.

First: Cassandra Evans

Second: Daniel Schevis

Declaration of Conflict: None

Discussion: None

Result: Passed

Ms. Swartzbaugh recommended that the CSB convene a meeting in the month of July, even though that is normally the month during the summer when no regular meeting is scheduled. She explained that due to the amount of business to discuss a meeting is necessary in the month of July. A query of the CSB members attending the meeting agreed with the Chair. Mr. Mayersohn asked the CAO about how the CSB should move forward in the July meeting if there is no quorum. The Attorney responded that if there is no quorum, discussions may take place but official voting on business matters would not be possible during a meeting without a quorum.

Motion: Change July meeting from a workshop to a regular meeting.

First: Sandra Einhorn

Second: Robert Mayersohn

Declaration of Conflict: None

Discussion: None

Result: Passed

Ms. Swartzbaugh asked staff to schedule an executive committee meeting in preparation of the July CSB meeting.

Ms. Swartzbaugh invited Commissioner Furr to give a summary of the budget meeting. Commissioner Furr stated that the County has taken a huge hit on revenues with a potential \$30 million deficit. He indicated that he felt this is not the time to request additional monies from the Board. The Commissioner also said that his staff is researching the possibility of moving money from the Broward Sheriff's Office (BSO) budget to the CSB.

Ms. Swartzbaugh mentioned that the executive committee would continue to talk about the Social Justice funding. This topic will also be discussed at the CSB meeting in July.

Ms. Deborah Meidinger Hosey, asked the Chair if it was an appropriate time for Mr. Darrell Cunningham to make a presentation on youth programming funds in the County as it relates to the social justice category/services. The presentation included services provided from the Human Services Department's Crisis Intervention Services Division (CISD), which also provides services under the social justice category. Mr. Cunningham indicated that CISD will be invited to make a presentation to the CSB at a later date. After much discussion by CSB members, Ms. Swartzbaugh indicated that items would be added to the July meeting agenda as some topics were not directly related to Mr. Cunningham's presentation. Discussion topics included operations of childcare centers in the County. Mr. Cunningham listed the parking lot items as

Early Learning Coalition (ELC), CISD and the Recovery Oriented System of Care from Miami-Dade. Ms. Swartzbaugh asked CSB members to share contact information with staff for the various parking lot items. Ms. Swartzbaugh asked staff to send Mr. Cunningham's presentation to all CSB members to review.

5. Section Report

Ms. Hosey gave an overview of utilization during quarter two of this fiscal year and how telehealth and telework has been implemented to mitigate interruption of services during the COVID-19 public health crisis. Ms. Hosey shared that new taxonomies were added for additional services to be provided by respite care providers.

Ms. Hosey presented the CSA Program Category Utilization Summary Chart, FY20 – May 2020 showing utilization during quarter one (Q1), quarter two (Q2) and year-to-date (YTD) utilization at Q2 and aggregate YTD utilization. The chart also included CSA Reallocation Recommendations.

Motion: Approve the allocation increase for the School Board's Family Counseling Program as recommended by staff.

First: Cassandra Evans

Second: Pastor Andrew-Craig Nugent

Declaration of Conflict: Lori Alhadeff, Sandra Einhorn, Monica King, and Paige Patterson-Hughes

Discussion: None

Result: Passed

Motion: Approve staff recommendation to increase the allocation increase for Legal Aid for the current year.

First: Monica King

Second: Robert Mayersohn

Declaration of Conflict: Sandra Einhorn and Paige Patterson-Hughes

Discussion: None

Result: Passed

Ms. Swartzbaugh gave a brief summary of the staff renewal recommendations and shared with the CSB that all programs will be extended for one additional year at the same level as FY 20. Ms. Swartzbaugh indicated that votes would be taken page by page.

Motion: Approve renewal and extension recommendations from page one of the report.

First: Daniel Schevis

Second: Pastor Andrew-Craig Nugent

Declaration of Conflict: Cassandra Evans, Paige Patterson-Hughes, Lori Alhadeff

Discussion: None

Result: Passed

Motion: Approve renewal and extension recommendation from page two of the report.

First: Robert Mayersohn

Second: Daniel Schevis

Declaration of Conflict: Karen Swartzbaugh, Sandra Einhorn, Monica King, Paige Patterson-Hughes,

Discussion: None

Result: Passed

Motion: Approve renewal and extension recommendation for the FLITE Center and AMIKids on page three of the report.

First: Pastor Andrew-Craig Nugent

Second: Daniel Schevis

Declaration of Conflict: Paige Patterson-Hughes, Sandra Einhorn Cassandra Evans

Discussion: None

Result: Passed

Motion: To extend the meeting by 15 minutes

First: Daniel Schevis

Second: Cassandra Evans

Declaration of Conflict: None

Discussion: None

Result: Passed

Ms. Swartzbaugh asked Ms. Hosey to present the Ethics Refresher. Ms. Hosey suggested this item be deferred to the July meeting agenda. Ms. Swartzbaugh agreed to defer further discussion of the Ethics Refresher to the July meeting. She also asked that the information be emailed to the CSB in advance, so they can review the information.

Mr. Cunningham thanked Ms. Hosey for her services with CSA and CPD. Ms. Swartzbaugh congratulated Ms. Hosey on her new position and thanked her also. Mr. Mayersohn suggested the CSB recognize Ms. Hosey at a later date.

6. Chair Reports

Needs Assessment: Vice Mayor Mayersohn shared that information was presented by the School Board regarding evaluations and assessments at the last Needs Assessment Committee meeting. Evaluations and assessments will be conducted during the summer. Mr. Mayersohn requested that the data presented by the School Board staff be sent to CSB members.

7. Public Comments

None

8. Good of the Order

Ms. Einhorn expressed her concern about how County reserves are allocated and utilized. Mr. Cunningham encouraged the CSB members to attend or listen to the Board workshop of June 18, 2020.

9. **Adjournment**

MOTION: To adjourn the meeting at 11:09 a.m.

First: Cassandra Evans

Second: Robert Mayersohn

Declaration of Conflict: None

Discussion: None

Result: Passed

The next Children's Services Board Meeting will be Friday, July 17, 2020.

These minutes were approved at the Children's Services Board Meeting dated July 17, 2020 as certified by:

Pastor Andrew-Craig Nugent_____

Children's Services Board Secretary



FINAL

Broward County Board of County Commissioners
Children's Services Board
Regular Board Meeting Minutes – July 17, 2020
Virtual Meeting via Microsoft Teams

1. **Call to Order**

Ms. Swartzbaugh Ghezzi, Chair, called the meeting to order at 9:08 a.m.

2. **Roll Call**

Ms. Swartzbaugh Ghezzi, Chair, asked Pastor Nugent, Secretary, to call roll. A quorum was established with Lori Alhadeff, Jarvis Brunson, Sandra Einhorn Veszi, Cassandra Evans, Kim Gorsuch, Dr. Antoine Hickman, Monica King, Parkland Vice Mayor Robert Mayersohn, Julia Musella, Pastor Andrew-Craig Nugent, Paige Patterson-Hughes, Daniel Schevis, Elida Segrera, Joel Smith, Karen Swartzbaugh Ghezzi and Alicia Walford.

Members absent Dr. Andrea Keener, Commissioner Beam Furr, Paula Smith.

Staff Members in attendance: Idelma Quintana, Commission Aide; Deborah Scott, CSA, Darrell Cunningham, CPD, Silvia Beebe, CPD, Tamika McBride, CSA and LaToya Davenport, CSA, Keith Bostick, Deputy Director, HSD.

3. **Approval of the June 19, 2020 Minutes**

Motion: To approve the minutes as presented by staff

First: Monica King

Second: Sandra Einhorn Veszi

Declaration of Conflict: None

Discussion: None

Result: Passed

4. **Chair's Report**

Ms. Swartzbaugh Ghezzi, Chair, shared that when Children's Services Board met last month, they discussed the School Board's Family Counseling Program. The request was made for a more extensive analysis on data. The same was mentioned at the last Needs Assessment Meeting.

5. Section Report

Darrell Cunningham shared that the ethics refresher has a PowerPoint that was forwarded to all Board members to review individually. If any members have questions, they can submit questions to LaToya Davenport. He also mentioned that if anyone needs to fill out a Form 4A, Ms. Davenport will email it to all members, and they can direct any Form 4A questions to her as well.

Ms. Swartzbaugh Ghezzi requested that all Board members complete their Forms and return to LaToya Davenport by next Friday, July 24th.

6. Chair Reports

Needs Assessment: Vice Mayor Mayersohn shared information about behavioral health eligibility, so he extended the invitation to all Board members to join his next meeting if they wish to participate in the conversation regarding qualifications and the challenges we see regarding mental health issues.

Mr. Cunningham shared the Youth Programming and Social Justice presentation as result of the numerous conversations surrounding outcomes for the community and for contracts. The presentation consisted of high-level overviews of the outcomes and indicators from OMB and contracts. Cunningham opened the floor for questions.

The Board discussed youth in supportive employment programs and whether these students were receiving ESE services through the Broward County Public Schools. Silvia Beebe stated that supported employment through CSA does not target youth with disabilities to avoid duplicating the programming from the Children's Services Council (CSC). CSA currently partners with CSC and will continue to meet with funders to identify how to increase the services to that target population.

Also discussed was the Youth Housing Services category and how number of youths served (61 to date) in order to gain a deeper understanding of who the outcomes are based upon.

Regarding CSA's supportive employment programs, the Board discussed length of employment and employee benefits. Darrell Cunningham commented that our current program funding sustains employment for three months. Success, in our current economic climate, will be measured by the youth getting and completing the job, but keeping the job for longer terms is inclusive of multiple variables. Joel Smith requested a 2019 YTD comparison of employment challenges for the youth, as well as information on bonding programs.

Sandra Einhorn Veszi questioned, "Will providers be penalized if they do not meet outcomes?" Silvia Beebe stated that there will be no penalties from CSA this year, due to the impact of COVID-19. Ms. Beebe also shared that CSA is working to increase utilization of services by the providers to meet the needs of the community and the eight percent under-utilization will be researched by the CSA to identify challenges and how the community can be better served.

It was noted that most of the information in Darrell Cunningham's presentation was previously presented at the Needs Assessment Meeting. Additional questions should be directed to LaToya Davenport.

Advocacy: Ms. Einhorn Veszi implored the Board to advocate for increased funding allocations for Children's Services regarding mental health due to mental health cases rapidly increasing. Julia Musella to provide information on funding that the Office of Early Learning (OEL) has that can be used for Children's Services. Ms. Musella to notify LaToya Davenport if she would like to speak on the matter at the August agenda to provide an update on OEL and VPK.

Mr. Cunningham introduced Keith Bostick, Human Services Deputy Director, to the Board. Mr. Cunningham displayed the "Funder Forum Coronavirus Grantees as of 6-30-20" spreadsheet, showing how the local community has received the allocated money in different areas of focus. Mr. Cunningham also shared the "Funders Forum Anti-Racism Toolkit". Both documents were emailed to the Board.

7. Liaison Reports

Behavioral Health/SEDNET: Joel Smith stated that SEDNET is re-evaluating its Suicide Awareness and Response procedure. Mr. Smith notified the Board that there is a new SEDNET Coordinator.

Broward Suicide Prevention Coalition: No advisory group meeting this month, per Joel Smith.

Integrated System: No report, per Cassandra Evans.

Juvenile Justice Circuit 17: Casandra Evans stated that across the agency a variety of safety protocols have been implemented for community-based and facility-based supervision. There has been a decrease in usage of secure detention due to the use of electronic monitoring. Ms. Evans shared the number of cases for the Juvenile Justice Department's staff and children.

Related Links:

[Youth Probation in the Time of COVID](#)

[http://www.djj.state.fl.us/research/latest-initiatives/disproportionate-minority-contact-\(dmc\)/florida-race-equity-challenge](http://www.djj.state.fl.us/research/latest-initiatives/disproportionate-minority-contact-(dmc)/florida-race-equity-challenge)

SNAC: Vice Mayor Mayersohn stated that there was no report at this time. A meeting has been scheduled in August. SNAC sub-committees have ceased Zoom meetings and are only having discussions via email.

Vice Mayor Mayersohn asked LaToya to follow up with 211 to get a sense of whether they can provide data and information on the needs of children. In addition, he requested for comparative data for Q2 FY 19 and Q2 FY 20. Joel Smith previously requested similar information (first 6 months of 2020 vs. first 6 months of 2019) from 211 the week prior.

Transitional Independent Living: Joel Smith stated that this week was the annual TIL graduation ceremony. No report.

8. New Business

Update on the transition of the CAT team: Elida Segrera stated that the CAT team will be procured moving forward. The Community Assertive Treatment team is an all-encompassing mobile medical service for at-risk youth, diverting them from hospitalization.

Ms. Segrera also mentioned new HB945 bill regarding a new mandate for the development of the children's mental health system of care. She will share the bill with the Board.

Dr. Antoine Hickman shared that Tuesday's School Board meeting will discuss reopening plans and the Superintendent already has recommended 100% e-learning. It has been mandated that 10 minutes per day in every school will focus on mental health as we enter the upcoming school year. Staff will be provided with toolkits and resources to reference. His team is working to provide services to assist struggling students and staff, as well as address issues with disproportionate internet and technology access for underprivileged students and staff. Hickman stated that in the coming week, he can show the various initiatives being taken.

K. Swartzbaugh Ghezzi announced the Next Needs Assessment Meeting: Wednesday, August 5th.

9. Old Business

Wrap Around & Tip Update priority: Monica King advised against its presentation for now, but suggested the Board keep note of it as a parking lot item to push to later in the year.

10. Good of the Order

Vice Mayor Mayersohn announced that July 26 marks the 30th anniversary of the ADA

11. Adjournment

MOTION: To adjourn the meeting at 10:57 a.m.

First: Pastor Andrew-Craig Nugent

Second: Vice Mayor Mayersohn


Declaration of Conflict: None

Discussion: None

Result: Passed

The next Children's Services Board Meeting will be Friday August 21, 2020.

These minutes were approved at the Children's Services Board Meeting dated _____ as certified by:

Pastor Andrew-Craig Nugent 
Children's Services Board Secretary



DRAFT

Broward County Board of County Commissioners
Children's Services Board
Regular Board Meeting Minutes – August 21, 2020
9:00 a.m. – 11:00 a.m.
Virtual Meeting via Microsoft Teams

1. **Call to Order**

Ms. Swartzbaugh-Ghezzi, Chair, called the meeting to order at 9:03 a.m.

2. **Roll Call**

Ms. Swartzbaugh-Ghezzi, Chair, asked Pastor Nugent, to call roll. A quorum was established with Lori Alhadeff, Jarvis Brunson, Sandra Einhorn, Cassandra Evans, Commissioner Beam Furr, Dr. Andrea Keener, Monica King, Parkland Vice Mayor Robert Mayersohn, Julia Musella, Pastor Andrew-Craig Nugent, Paige Patterson-Hughes, Dr. Antoine Hickman, Daniel Schevis, Karen Swartzbaugh-Ghezzi and Alicia Walford. Members absent: Kim Gorsuch, Elida Segrera, and Joel Smith.

Staff Members in attendance: Karen Gordon, County Attorney's Office, Idelma Quintana, Commission Aide, Darrell Cunningham, Community Partnership Director, LaToya Davenport Children's Services Administration (CSA), Tamika McBride, CSA, and Tashauna Williams, CSA.

Guests in attendance: Orlando Garcia, Broward County Intergovernmental Affairs.

3. **Approval of the July 17, 2020 Minutes**

Monica King requested clarification of whether prior discussions regarding CSB funding allocations were captured in the June 19, 2020 CSB meeting minutes. Ms. Swartzbaugh-Ghezzi requested that Latoya Davenport resend the June CSB meeting minutes for review to determine whether allocations were captured in the June minutes.

Motion: To approve the minutes as presented by staff

First: Pastor Andrew Nugent

Second: Dr. Andrea Keener

Declaration of Conflict: None

Discussion: None

Result: Passed

4. **Chair's Report**

Ms. Swartzbaugh-Ghezzi introduced Orlando Garcia to present the Sunset Review Overview to the Board. Mr. Garcia mentioned that the estimated deadline for the recommended Sunset Review approval is December 2020. The changes will go into effect March or April 2021.

Cassandra Evans requested that the word “juvenile” be removed from her job title to reflect alignment with Florida statute, “Chief Probation Officer.”

Motion: Approval of the job title change to “Chief Probation Officer” within the Sunset Review documents.

First: Commissioner Beam Furr

Second: Daniel Schevis

Declaration of Conflict: None

Discussion: None

Result: Passed

5. Section Report

LaToya Davenport requested that all CSB Board members verify their contact information to ensure that CSA has the most updated information on file for future CSB communications.

Ms. Davenport also presented and forwarded *CPD Children Services Administration 3rd Quarter Report Overview* to the Board for review. Ms. Davenport stated that moving forward, she will provide a monthly report of CSA activities/updates; a quarterly summary of program performance data and funding reallocations; and an annual update on RFPs and the calendar of events and important dates for the year.

Ms. Davenport also provided a data overview of CSA’s Mental Health Service Category, including outcomes, demographics and recommendations/reallocations. She informed the Board that best practices have been given during meetings with providers to ensure that the providers’ population of focus is best served. Commissioner Beam Furr recommended that CSA address the deficit in the number of Hispanic clients served. Cassandra Evans requested that the “total number of clients served” be included in data charts to provide context.

Regarding the presented fund reallocations, Commissioner Beam Furr asked if there is any overlap in funding between CSA and the Homeless Initiative Partnership (HIP) section for Legal Aid. Darrell Cunningham stated that he will research and verify that information.

Vice Mayor Mayersohn questioned the difference in utilization efforts of ARC-Respite and UCO – SN Respite. Darrell Cunningham stated that CSA will get back to Vice Mayor Mayersohn with clarity on why there are differences.

Mr. Cunningham presented the *Human Service Grant Chart – CSA FY 21 and FY 22* document to inform the Board of anticipated funding and allocations for the upcoming fiscal years (FY 21 and FY 22). Mr. Cunningham stated that CSA will take the Board’s recommendations on providing more funding in the focus area of Social Justice. Mr. Cunningham stated that CPD will finalize the RFP documents by early Spring 2021. Mr. Cunningham stated that the Grant Chart as well as the Quarterly report document that Ms. Davenport presented will be shared with the Board immediately following the CSB meeting.

Mr. Cunningham also provided an update on an RFP to assist the Broward County School Board regarding “learning pods” to encourage e-learning. Mr. Cunningham provided context on the efforts of CPD’s partners for that initiative.

6. Chair Reports

Needs Assessment: Vice Mayor Mayersohn shared that the Needs Assessment Committee had its August 5th meeting and summarized the Family Counseling Program’s (FCP) presentation and the funding questions and concerns that arose from that meeting. Mr. Mayersohn stated that he will provide a full summary of the FCP’s responses at a later date.

Vice Mayor Mayersohn also stated that Broward Behavioral Health Center will be presenting at the next Needs Assessment Committee meeting on Wednesday, September 2nd. He invited all CSB members to join.

Advocacy: Sandra Einhorn stated that the Advocacy Committee has not been meeting recently. Ms. Einhorn sent an email to public policy partners to survey legislative priorities that may be of interest to the CSB for support. The main issue that is currently on the legislative agenda is KidCare, due to cost increase. The Board will need to advocate for additional subsidies for Kid Care. All other legislative issues are in progress. All public policy papers will be shared with the Board once Ms. Einhorn receives them.

Ms. Einhorn also commended the Broward County Board of Commissioners for their hard work throughout the recent months amidst the COVID-19 pandemic. Lastly, Ms. Einhorn mentioned that according to DCF’s reports that abuse reports have declined but there is still a need to increase the budget for mental health services allocations.

Liaison: Integrated Data System is complete, per Cassandra Evans. Children Services Council and the Broward Data Collaborative are contributing to the national toolkit on centering racial equity and data. The Children’s Alliance will be having a meeting next Wednesday.

Department of Juvenile Justice (DJJ): Cassandra Evans reported on the total number of COVID-19 cases from youth and staff. She also mentioned the health care measures taken to provide aide to the youth and staff while reducing the spread of COVID-19.

SNAC: Vice Mayor Mayersohn reported that SNAC held their August meeting. Mr. Mayersohn also shared that SNAC also has a new co-chair and provided a summary of the SNAC Annual Progress Report.

7. New Business

Julia Musella provided an update on early education. Funds have been approved by OEL along with additional funds for non-participating schools. Ms. Musella also encouraged Board members to use their resources to find additional funds for COVID-19 -related openings and closings of schools and childcare centers.

8. Public Comments

None

9. **Good of the Order**

Sandra Einhorn announced that the Nonprofit Executive Alliance had published a COVID-19 report, and she will share it with LaToya Davenport and the Board. Ms. Einhorn also mentioned that the 2020 U.S. Census ends in September and encouraged the Board to raise awareness of the need to complete the Census.

10. **Adjournment**

MOTION: To adjourn the meeting at 10:57 a.m.

First: Commissioner Beam Furr

Second: Vice Mayor Robert Mayersohn

Declaration of Conflict: None

Discussion: None

Result: Passed

The next Children's Services Board Meeting will be Friday, September 25, 2020.

These minutes were approved at the Children's Services Board Meeting dated _____ as certified by:

Pastor Andrew-Craig Nugent _____

Children's Services Board Secretary

CSC In The NEWS

South Florida 100: Celebrating Hispanic Heritage Month, Registering to vote and nixing gender reveal parties | Opinion

SOUTH FLORIDA SUN SENTINEL | SEP 18, 2020 AT 1:18 PM



Cindy Arenberg Seltzer, president, Children's Services Council of Broward County

Last week: I think we all agree that we want the best for our children. While arguments about the cyclical nature of climate on our planet are valid, these past few weeks have seen unprecedented numbers of fires ravaging the West Coast, and a continuous string of major storms battering the East and Gulf coasts. According to NASA, earth's climate these past 100 years has been affected to 95% probability by human activity, which is affecting the intensity and length of weather patterns. Let's do what must be done to mitigate climate change and ensure a safer planet for our children.

Source: <https://www.sun-sentinel.com/opinion/south-florida-100/fl-op-sf100-hispanic-month-voteready-vote-registration-gender-reveal-20200918-qz33f3hd6ra25mit2wt5qpfcvu-story.html>

South Florida Hospital News[®] and HEALTHCARE REPORT

THE REGION'S MONTHLY NEWSPAPER FOR HEALTHCARE PROFESSIONALS & PHYSICIANS

October 2020 Volume 17 Issue 4

Wednesday October 7, 2020

September 24 2020 - Broward Health joined its Kinship Care partners to celebrate Broward County residents who have stepped in to serve as guardians for a relative or family friend. On Sept. 19, the caregivers gathered at Kids In Distress (KID) in Wilton Manors, where they received gift baskets from seven Kinship sponsors, nutritious food donated by Feeding South Florida and school supplies donated to Children's Services Council of Broward County.

"September is National Kinship Care Month," said Mark Dhooge, President and CEO of KID. "We are honored to work with hundreds of children throughout our South Florida community who are cared for by their grandparents, aunts, uncles and even siblings."

One of those aunts is Sherri Lewis, 53, of Lauderhill. When her younger sister unexpectedly died last fall, Lewis became a parent to a 14-year-old girl seemingly overnight, she said. "Broward Health helped me with my niece's needs -- physically, mentally, emotionally. I could give her love but there were some things [my niece] needed as a teenager to help her through this process. And, for them to be with me every step of the way, to give her everything she needed, I can never tell them how much that helped me."

The Kinship Cares Initiative at Broward Health Community Health Services is one of many wraparound services the center offers.

"We provide everything from health screenings to education on chronic illness," said Heather Woolf, RN, vice president of ambulatory services at Broward Health. "Most importantly, we help families with kinship children obtain health insurance to enable them to get the care that they need."

Other Kinship partners, like KID, offer invaluable social services, said Dhooge. "Kinship care takes tremendous work, determination and support and we are humbled to be a supportive voice and provide resources to these dedicated folks."

In recognition of National Kinship Care Month, the seven organizations that came together on Sept. 19, continue to work in sync to educate, support and encourage their Kinship members. The agencies include: Broward Health Community Health Services, Children's Services Council of Broward County, Harmony Development Center, Kids In Distress, Legal Aid Service of Broward County, Memorial Healthcare System and Mental Health America.

ABOUT KIDS IN DISTRESS (KID, Inc.)

Kids In Distress (KID) is a licensed nationally accredited agency working for prevention of child abuse, preservation of the family, and care and treatment of abused and/or neglected children. KID serves more than 20,000 children and families through programs that focus on prevention, intervention, foster care, education, and family counseling. KID partners with corporations, organizations, municipalities, schools, and individuals to support its mission and expand services throughout South Florida. For more information about Kids In Distress, please visit

<http://www.kidinc.org> or [Facebook.com/KidsInDistress](https://www.facebook.com/KidsInDistress). Follow us on Instagram or Twitter @kidsindistress.

ABOUT BROWARD HEALTH

Broward Health, providing service for more than 80 years, is a nationally recognized system in South Florida that offers world-class healthcare to all. The Broward Health system includes the statutory teaching hospital Broward Health Medical Center, Broward Health North, Broward Health Imperial Point, Broward Health Coral Springs, Salah Foundation Children's Hospital, Broward Health Weston, Broward Health Community Health Services, Broward Health Physician Group, Broward Health Urgent Care, Broward Health International, and Broward Health Foundation. For more information, visit BrowardHealth.org.

Source:

https://southfloridahospitalnews.com/page/KINSHIP_PARTNERS_HONOR_CAREGIVERS_/16773/25/

CSC Correspondence



**CHILDREN'S
SERVICES COUNCIL MEMBERS:**

*Cathy Donnelly, Chair
Governor Appointee*

*Tom Powers, Vice Chair
Governor Appointee*

*Hon. Kenneth L. Gillespie, Secretary
Judicial Member*

*Beam Furr, Immediate Past Chair
Broward County Commission*

*Robin Bartleman
Board Member
Broward County Public Schools*

*Dr. David H. Kenton
Governor Appointee*

*Dawn Liberta
Community Development Administrator,
Circuit 17
Department of Children & Families*

*Robert W. Runcie
Superintendent
Broward County Public Schools*

*Maria M. Schneider
Governor Appointee*

*Dr. Paula Thaqi
Director
Broward County Health Department*

*Jeffrey S. Wood
Governor Appointee*

STAFF

*Cindy J. Arenberg Seltzer
President/CEO*

LEGAL COUNSEL

John Milledge

Garry Johnson

To: Prevention Services Clearinghouse

RE: Intensive Care Coordination Using High-Fidelity
Wraparound

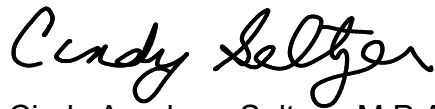
To Whom it May Concern:

Intensive Care Coordination Using High-Fidelity Wraparound is an effective, research-based strategy that has been used throughout the state of Florida. This evidenced based model has been proven to meet the complex needs of children and adolescents who are involved with multiple child and family-serving systems (e.g., mental health, child welfare, juvenile justice, special education, etc.). Children who are at risk of out of home placement or who are experiencing complex emotional, behavioral, or mental health needs benefit from this service.

Children's Services Council of Broward County (CSC) would like to recommend the review and approval of the Intensive Care Coordination Using the High-Fidelity Wraparound model as either a Mental health treatment program, and in-home parent skill-based programs or services or a substance abuse prevention and treatment programs or services for the Prevention Services Clearinghouse. This model is credentialed by the California Evidenced Based Clearinghouse (CEBC) and is currently utilized in all 67 counties in Florida.

The state of Florida has made a commitment to utilizing this model statewide for Intensive Care Coordination services when working with children experiencing complex challenges. We are a partner with the state and have seen the benefits to the children and families receiving these services. This letter serves as a recommendation for the effectiveness of the Intensive Care Coordination Using High-Fidelity Wraparound. We look forward to this model being approved by the Prevention Services Clearinghouse, as our goal is to continue using the model and promoting it throughout the state of Florida.

Sincerely,

A handwritten signature in black ink that reads "Cindy Seltzer". The signature is written in a cursive, flowing style.

Cindy Arenberg Seltzer, M.P.A., J.D.
President/CEO

MONTHLY COUNCIL MEETING ATTENDANCE

October 2019 – September 2020 (FY 19/20)

Council Member	Oct'19	Nov'19	Dec'19	Jan'20	Feb'20	Mar'20	Apr'20	May'20	Jun'20	Jul'20	Aug'20	TRIM		
												I	II	
Robin Bartleman	A	P	N/A	P	P	(via phone)	A	P	P	N/A	A	P	P	P
Emilio Benitez*	P	A	N/A	P	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cathy Donnelly	P	P	N/A	P	P	P	P	P	P	N/A	P	P	P	P
Beam Furr	P	P	N/A	P	P	P	P	P	A	N/A	P	P	P	P
Kenneth L. Gillespie	P	P	N/A	P	P	(via phone)	P	P	P	N/A	P	P	P	P
David H. Kenton**	N/A	N/A	N/A	N/A	P	P	P	P	P	N/A	P	P	P	P
Dawn Liberta	P	P	N/A	A	P	P	P	P	P	N/A	P	P	P	P
Tom Powers	P	P	N/A	P	P	P	P	P	P	N/A	P	P	P	P
Robert W. Runcie	A	P	N/A	P	P	A	P	P	A	N/A	A	P	P	P
Maria M. Schneider	P	P	N/A	A	P	A	A	P	P	N/A	P	P	P	P
Paula Thaqi	(via phone)	P	N/A	(via phone)	(via phone)	A	A	P	P	N/A	A	P	P	P
Ana Valladares*	P	P	N/A	A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Jeffrey S. Wood**	N/A	N/A	N/A	N/A	P	P	P	P	P	N/A	P	P	P	P

* Term ended February 2020

** Appointed February 2020

Note: The April Meeting took place via GoToWebinar
 The May Meeting took place via Zoom Webinar
 The June Meeting took place via Zoom Webinar
 The August Meeting took place via Zoom Webinar
 TRIM Hearing I took place via Zoom Webinar
 TRIM Hearing II took place via Zoom Webinar
 The September Meeting took place via Zoom Webinar