



Children's Services Advisory Board Meeting

February 16, 2022

A meeting of the Children's Services Advisory Board of Manatee County, Florida, was held at the Manatee County Administration Building, 1112 Manatee Avenue West, Bradenton, Florida, 5th Floor Manatee Room on Wednesday February 16, 2022, at 3:00 p.m.

Roll Call

Present (In Person): Debbie Tapp, Hon. Scott Brownell, Jennifer Hamey, Susan Miller Kelly, Carolann Garafola, Xtavia Bailey, and Rita Smith (Virtually): Charlie Kennedy, George VanBuren, Connie Shingledecker, and Jannon Pierce. **Absent/Excused:** Kimberly Kutch; **Absent/Unexcused:** Kelly Hunt.

Also Present: County Staff: (In Person) Lee Washington, Kristi Hagen, LaWanda Timmons, Charles Lee, Chris Handy-Honeycutt, and Johanna Beville; Members of the Public: (In Person), and (Virtually) Michelle Wieser, Becky Canesse, Drena Green, Ashley Williams, Bridget Harry, Kim Ross, and Zoya Shcherbinina.

Call to Order/Welcome

Debbie Tapp, Chair, called the meeting to order at 3:03 p.m.

Application Review Schedule

Debbie Tapp encouraged CSAB Members to keep in mind they are investing in results when reviewing applications. Debbie explained the CSAB process for investment application reviews.

Debbie encouraged CSAB Members to stay current with reviewing the applications according to the schedule. CSAB Members will need application scoring guidance and scoring matrix to refer to as they work through reviewing the funding application.

Kristi Hagen reviewed updates to the CSAB meeting schedule and the funding application review schedule.

Rita Smith entered in person at 3:06pm

Charlie Kennedy entered virtually at 3:07pm

Reviewer's Portal Demonstration

Kristi Hagen provided a demonstration on the Reviewer's Portal and explained the process. Each CSAB Members will review applications as they are sent out in batches. Batches will overlap. CSAB Members will need to accept the application requested to be reviewed. CSAB Members who have a conflict of interest will need to deny the request and provide the reason for denial.

- CSAB Members will need application scoring guidance to refer to as they work through reviewing the funding application.
- All attachments are available through the portal and are located at the end of the application in a tab.
- There is a section at the end for feedback and score.

- Questions CSAB Members have for the agency will be sent to LaWanda Timmons by the date stated on the Application Reviews & Recommendations Schedule. Answers will be compiled and provided at the review meeting.
- Recommended to stay current with the schedule.

Local Childcare Licensing

Kristi Hagen provided the update received from The County Attorney's Office. It was determined such a project would be an allowable expense to Children's Services millage. The issue of supplanting was not addressed at this time.

The subject was not an initiative by CSAB members but was brought to the CSAB as a concern of the Early Learning Coalition of Manatee County. Based on the motion made in October, staff had initiated the process to explore local childcare licensing for Manatee County. Kristi Hagen reviewed research conducted and summarized findings.

The concern of Early Learning Coalition of Manatee County is that the Department of Children and Families staff are overworked, understaffed, limited in legal action they can take, and their legal department is overwhelmed. Notification and communication are the main challenges the Early Learning Coalition of Manatee County has had with the Department of Children and Families licensing. Early Learning Coalition of Manatee County reported they are not intending to be the local licensing agency for the county.

Local Childcare Licensing would require a county ordinance. The other counties in Florida that have local child care licensing are managed through either the Florida Department of Health or the County Government. They are funded through various means, including a contract with DCF for no more than 25% of the total program budget.

Discussion ensued. It was determined the CSAB has done the research on the matter and chooses not to move forward on this matter. Details will be provided to the County Administrator. The CSAB will consider this item complete from their standpoint.

Scott Brownell entered in person at 3:06pm

George VanBuren exited virtually at 4:01pm.

Approval of Minutes

Motion: Minutes for January 19, 2022, **Action:** Approve, **Moved by** Xtavia Bailey, **Seconded by** Susan Miller Kelly, **Vote:** Motion passed (**Summary:** Yes = 9, No = 0, Abstain = 0). (In Person): Debbie Tapp, Hon. Scott Brownell, Jennifer Hamey, Susan Miller Kelly, Carolann Garafola, Xtavia Bailey, and Rita Smith (Virtually): Charlie Kennedy, Connie Shingledecker.

Staff Updates

Kristi Hagen provided the following updates:

- March 16th has been added as a meeting date and new programs applying for funding will be invited to provide a 10 minute overview of the program requesting investment.
- Updated full CSAB meeting schedule.

LaWanda Timmons provided the following updates:

- All assigned programs submitted their 1st quarter reports by due the date and were complete except for the 3 Centerstone Children's programs. They are still compiling data.
- Reviewed recent compliance visits for the following programs and there was nothing of concern noted during the observations:
 - Parenting Matters, PIES- Parent Support and Education Group.

- Centerstone Rape Crisis Children's- Milestone 1 observed.
- HOPE Family Services- Milestone 1 and 2 observed.

Johanna Beville provided the following updates:

- The Whole Child Manatee program, which is the collaborative effort between Manatee County Government and Step Up Suncoast, was awarded the Human Rights Award for leadership service as a social activities organization in human rights and development, an advocate for peace and justice with no boundaries of political system, county, cultural background, or religion by Church Women United on February 4.
- Early Learning Coalition's Board of Directors has announced Darrell King has been appointed to the position of Interim Chief Executive Officer. Kerry Gaylord has been appointed the Interim Chief Operations Officer.
- From Cradle to College Foundation's Operation WIT program Board of Directors has named Marie O'Connell as the Interim Director of the Foundation. The program will continue to operate as is for the remainder of FY 21/22. The intention is to move Operation W.I.T to the Early Learning Coalition for FY 22/23 application and run it alongside their other programs.
- All assigned programs submitted their 1st quarter reports by due the date and were complete.
- Compliance visits with no of concerns noted during observations for:
 - Just for Girls' GAPS
 - Insight's S.O.A.R.
 - Healthy Teens of Manatee's Teen Health Educators
 - Step Up Suncoast's HIPPY

Charles Lee provided the following updates:

- All fiscal reviews are complete, and no findings of concern were noted.
- First Quarter Reports for demographics, results, and revenue/expenditure are complete.

Chris Handy-Honeycutt provided the following updates:

- Fiscal reviews will be completed by Friday.
- Compliance visits with no of concerns noted during observations for:
 - Foundation for Dreams
 - Salvation Army
- First Quarter Reports for demographics, results, and revenue/expenditure are complete.
 - Three programs report having lower demographic numbers and their results numbers lower than they have been in past years, for this time of year due to continued lack of engagement in the program, they haven't bounced back and been able to get clients to start returning to the program yet.
- Family Network on Disabilities' final payment requests for January have not been received, but should be in by Saturday February 19th.
 - The new Parenting Matters contracts will be finalized after verifying final payments to Family Network on Disabilities with NDS Fiscal division.

Discussion ensued concerning how programs are working to overcome the challenges COVID has presented and how programs are thinking outside the box.

New/Old Business

Debbie Tapp announced United Way is funding the VITA (Volunteer Income Tax Assistance) Program through Step Up Suncoast to provide free tax preparation for families with an income under \$75,000 per year.

Susan Miller Kelly shared a resource flyer that included information for local non-profits and would like to see them provided to CSAB members.

Jennifer Hamey shared the Parrish Annual Heritage Days Parade and festival is scheduled for March 5, 2022, from 10am to 3pm at the Parrish Community High School. She also introduced information about the Parrish Civic Association and encouraged people to visit the website. Jennifer encouraged non-profits in the Parrish area to reach out to the Parrish Civic Association to be added as a resource.

Charlie Kennedy reshared the next SOAR in 4 event to be held February 2, 2022, at Bishop Planetarium from 5:30 p.m. - 7:00 p.m.

Rita Smith shared Every Child A Reader Program is set to take place in April. More information to follow from Lisa Morrison.

Jannon Pierce entered virtually at 4:35pm.

Public Comment

None

Next Meeting

March 16, 2022 – 3:00 pm, Manatee County Administration Building, 1112 Manatee Avenue West, Bradenton, Florida, Manatee/Osprey Rooms, 5th floor.

Adjourn

There being no further business, the meeting adjourned at 4:40 p.m.

Approved

Debbie Tapp, Chair

Date