



## Children's Services Advisory Board Meeting

January 19, 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, 5<sup>th</sup> Floor Manatee Room on Wednesday January 19, 2022, at 3:00 p.m.

### Roll Call

**Present** (In Person): Debbie Tapp, Hon. Scott Brownell, Jennifer Hamey, Charlie Kennedy, Kimberly Kutch, Carolann Garafola, Kelly Hunt, Xtavia Bailey, (Virtually) Connie Shingledecker, Rita Smith, Jannon Pierce, and Susan Miller Kelly. **Absent/Excused:** George VanBuren. **Absent/Unexcused:** None.

Also Present: County Staff: (In Person) Lee Washington, Kristi Hagen, Chris Handy-Honeycutt, Johanna Beville, (Virtually) LaWanda Timmons, and Charles Lee; Members of the Public: (In Person) Katrina Bellemare, Deborah Hobson, Stacey McKee, Beth Clark, Kelly Stasurak, Bridget Harry, (Virtually) Ashley Williams, Michelle Wieser, Shelly Dorfman, Darrell King, Amy Young, Kerry Gaylord, Drena Green, and Char Young.

### Call to Order/Welcome

Debbie Tapp, Chair, called the meeting to order at 3:04 p.m.

### Approval of Minutes

**Motion:** Minutes for December 8, 2021 **Action:** Approve, **Moved by** Xtavia Bailey, **Seconded by** Carolann Garafola, **Vote:** Motion passed (**Summary:** Yes = 11, No = 0, Abstain = 0). ((In Person): Debbie Tapp, Hon. Scott Brownell, Jennifer Hamey, Charlie Kennedy, Kelly Hunt, Kimberly Kutch, Carolann Garafola, Kelly Hunt, Xtavia Bailey, (Virtually) Connie Shingledecker, Rita Smith, and Susan Miller Kelly.

### Assessments Review

Kristi Hagen provided the CSAB members with a list of assessments currently used by agencies receiving investment for FY 21/22. These assessments are objective and help to verify milestones. There are also subjective assessments that agencies use within their programs and include in their funding applications but are not included in the current list. Members reviewed and discussion ensued.

Debbie encouraged Board Members to reflect on programs in their areas of expertise, then directed them to reach out to Kristi if there is a noted gap or to provide recommendations they may have. Debbie also recommended members utilize the list while reviewing applications for the upcoming funding cycle. Children's Services Staff are to reach out to their assigned agencies again to confirm the accuracy of the information on the list regarding the assessments utilized. Updates are to be provided to Kristi and an edited list will be disbursed to CSAB members.

**Rita Smith entered at 3:10 p.m.**

### Local Childcare Licensing

Kristi Hagen provided the CSAB members with the County Attorney's opinion from the Request for Legal Services concerning Manatee County's Children's millage to pay for local licensing.

Final determination: Resolution R-90-169 (3. C.) authorizes funds to be allocated to other agencies within Manatee County which operate for the benefit of juveniles, provided said agency is not under the exclusive jurisdiction of the public school system. Therefore, it is within the scope of the Resolution, that Manatee County may provide funding to this proposed childcare licensing non-profit agency, so long as it is not under the public school system jurisdiction. Further, under section 2-2-255 (2) ("Ordinance"), the dedicated millage may also be expended for the programs and services which "provide for the care of dependent juveniles and provide such other services for *all juveniles* as the county determines are needed for the general welfare of Manatee County" (*emphasis added*). Last, regarding the concern that such funding may supplant other revenues in violation of both the Ordinance and Resolution, this determination depends upon information that is beyond the scope of this RLS.

CSAB member discussion ensued. It was determined the action does not fit under CSAB Emergency Funding criteria in place but could be considered an initiative. Members had several questions directed to Department of Children and Families for which follow-up is needed. Members with questions were directed to provide them to Kristi Hagen. Members agreed to table the conversations and matters with plans to revisit once Kristi Hagen has obtained answers to Members questions.

## Staff Updates

Chris Handy-Honeycutt provided the following updates:

- The following agencies are resubmitting 4<sup>th</sup> quarter Revenue and Expenditure reports due to submitting the report for the agency instead of just the program:
  - AMI Kids
  - Foundation for Dreams
  - United Community Centers

Johanna Beville provided the following updates:

- Programs that did not utilize full amount of funding for FY20/21 were:
  - Step Up Suncoast's
    - Head Start/Early Head Start- \$29,294.68
    - HIPPY- \$4,277.88
- Reviewed recent compliance visits that occurred since last CSAB meeting and there were no concerns noted during the observations.

Charles Lee provided the following updates:

- Replay Outreach, One to One Mentoring: Follow-up observation completed as the initial observation visit showed areas of concern with reporting. Follow-up visit reviewed all client files and documents showed tremendous progress as their clients are reaching their milestones.
- Family Resources, CERTAIN, and SafePlace2B: Staffing change, Director of Client Success our main point of contact, has resigned effective 01/21/22. Coordination and communications will be with Andy Coble (COO).
- Nathan Scott, Systems Advocate, presented at the BOCC workshop on foster care funding.
- Program fiscal reviews are currently underway and lead by Neighborhood Services Department's Fiscal section.

LaWanda Timmons provided the following updates:

- Reviewed compliance visits that occurred since last CSAB meeting, there was no concerns noted during the observations.
- Programs that did not utilize full amount of funding for FY20/21 were:
  - Safe Children's Coalition:
    - Family Preservation and Reunification Program- Reimbursed \$2,253.51 in funds
    - In-Home Child Welfare and Diversion- Reimbursed \$4,397.71 in funds

Kristi Hagen provided the following updates:

- Shared important dates:
  - January 26, 2022 - Informational webinar on funding process
  - January 27, 2022 - Applications will be available on Manatee County Website and will go live at noon
  - February 25, 2022- Applications due before 5p.m.
- BOCC Foster Care Funding Workshop was held on January 4, 2022 and was well received. The matter will be on a future BOCC agenda.
- Unite Us is providing a virtual training on February 18, 2022, at 2:30 p.m. Non-Profits and others in the area who are interested in learning more are encouraged to attend.

### New/Old Business

**Request for Emergency Funding:** Family Network on Disabilities is terminating their contract and dissolving. Parenting Matters, another community non-profit, has been working with them to continue the programs and to take on their clients. A Request for Emergency Funding has been submitted. CSAB Members reviewed the letter of intent, request for emergency funding, and the process. Katrina Bellemare, Executive Director for Parenting Matters, stated Parenting Matters' intent to continue to provide the current level of services to clients. Several of the Family Network on Disabilities staff will be hired for continuity of care and services for the families. Katrina shared that Parenting Matters staff will work with Manatee County's Children's Services staff to determine the number of units and the remainder funding amounts. The funding amount in the letter of intent for Parenting Matters is equal to the remainder of the funding for the Family Network on Disabilities programs being absorbed.

**Motion:** To approve the emergency funding request for Parenting Matters to be responsible to handle the remainder of the contracts previously held by Family Network on Disabilities, **Action:** Approved unanimously **Moved by** Charlie Kennedy, **Seconded by** Kelly Hunt, **Vote:** Motion passed (**Summary:** Yes = 11, No = 0, Abstain = 0). (In Person): Debbie Tapp, Hon. Scott Brownell, Xtavia Bailey, Jennifer Hamey, Charlie Kennedy, Kelly Hunt, Kimberly Kutch, Carolann Garafola (Virtually): Connie Shingledecker, Jannon Pierce, and Susan Miller Kelly.

Public Comment: Deborah Hobson, President of the Board of Directors for Family Network on Disabilities, spoke of her appreciation for Parenting Matters hiring Family Network on Disabilities staff to continue the work. The Family Network on Disabilities Board will be meeting tonight to sign the termination letter. She thanked the CSAB Members for their ongoing support over the years.

Charlie Kennedy shared an event for SOAR in 4 on February 2, 2022, at Bishop from 5:30 p.m. - 7:00 p.m.

***Rita Smith exited at 4:26 p.m.***

***Jannon Pierce entered at 4:27 p.m.***

### Public Comment

(In Person): Katrina Bellemare, Executive Director for Parenting Matters, commented on the assessment tools. She stated, after spending time with the developers of the Results First process, she found there was little emphasis on the pre- and post-tests and the intended focus was to be on behavioral changes. There is a lot that goes into observing and documenting the behavioral changes clients are making. She wanted to make sure the CSAB Members are aware there will be a big adjustment for the agencies and programs if the Members require programs to only have specific assessment tools. Not all assessments apply to every program or tell a client's full story in treatment and services. Xtavia Bailey thanked Katrina and expressed how well their past applications were

written. Xtavia provided her opinion regarding assessment as being a measurement tool for the CSAB members to determine how programs are doing.

### Next Meeting

February 16, 2022 – 3:00 p.m., Manatee County Administration Building, 1112 Manatee Avenue West, Bradenton, Florida, Manatee/Osprey Rooms, 5<sup>th</sup> floor.

### Adjourn

There being no further business, the meeting adjourned at 4:41 p.m.

### Approved

---

Debbie Tapp, Chair

---

Date