

CHILDREN'S SERVICES ADVISORY COMMITTEE

The Indian River County (IRC) Children's Services Advisory Committee (CSAC) met at 5:30 p.m. on Monday, March 9, 2015, in County Administration Building B, 1800 27th Street, Vero Beach, Florida.

MEMBERS PRESENT:

Miranda Hawker, IRC Health Department, Chairman
Michele Falls, District 4 Appointee
Victoria Griffin, Judge, Ex-Officio
Paul Tanner, District 5 Appointee
Paul Reeves, District 1 Appointee
Hope Woodhouse, District 3 Appointee
Caryn Toole, Member at Large
Dr. Fran Adams, Indian River Schools Superintendent
Bob McPartlan, Department of Children and Families (DCF) Appointee

MEMBERS ABSENT:

Deryl Loar, Law Enforcement Appointee
Kip Jacoby, Member-at-Large Appointee
Norman Wells, Member at Large
Judy Jones, District 2 Appointee

ALSO PRESENT:

IRC Staff: **Brad Bernauer**, IRC Human Services Director
Peter O'Bryan, Non-Voting Commission Liaison
Dylan Reingold, County Attorney

Call to Order

Ms. Hawker called the meeting to order at 5:32 p.m., at which time it was determined there was a quorum present.

Approval of Minutes February 2, 2015

ON MOTION BY Mr. McPartlan, SECONDED BY Ms. Falls, the members voted unanimously (9-0) to approve the minutes of February 2, 2015 as presented.

Sunshine Law (Mr. Dylan Reingold)

Mr. Reingold reviewed the Sunshine Law. He said there are 3 important aspects:

1. Notice of meeting
2. Open to the public (opportunity to attend)
3. Minutes (opportunity to read about it)

Mr. Reingold said there is sort of a 4th opportunity to be heard

Mr. Reingold said it applies to 2 or more members of the same board discussing a topic that might reasonably, foreseeably come before the board. It also may apply to someone serving as a conduit to convey information from one board member to another. He said one-way communication is authorized if passing on information only, but recipients must not reply. He also said other things to be careful about (with fellow committee members):

“Let’s talk about this after the meeting.”

“I’ve got an open-door policy.”

Emails—they become public record.

Side-whispering.

Serving on multiple boards or in multiple organizations.

Many members asked for and discussed specific examples of what might be Sunshine Law violations, which can be heard on the meeting recording on the website. Mr. Reingold said Florida’s Sunshine Law is very robust compared to other states’ similar laws. Mr. Reingold asked members to, “Err on the side of openness.” He offered to be available for any questions or concerns, as violations could be punished by a fine.

Needs Committee Report (Ms. Hope Woodhouse)

Mrs. Woodhouse reported that CSAC budget allocation of \$623,000 went in front of the Board of County Commissioners (BCC) on Tuesday and will go to vote March 17, 2015. If anyone feels the allocation should be higher, they should go to the BCC meeting on March 17. Commissioner O’Bryan said whoever is presenting the Needs Assessment should not debate with the Commissioners during the meeting. Ms. Woodhouse wants the Needs Assessment results to be public, not kept hidden. Commissioner O’Bryan suggested to keep visible to the BCC, meet with each of them to share the results.

Questions were raised about whether the CSAC could do more to address the problems identified by the assessment. Ms. Hawker broke in to refocus the discussion. Much discussion ensued among members, but finally it was understood that the purpose of this committee is to identify/share the needs, inform the BCC, manage the funds it has and to ask for more funding if needed.

Grant Review Report (Mr. Kip Jacoby)

Mr. Jacoby was not present. Mr. Bernauer reviewed current Grant Review Subcommittee procedures. Individual members are visiting the agencies being considered for grants, sometimes unannounced, to observe them in operation. The members then return to the Subcommittee meetings and report their findings.

Ms. Hawker suggested they needed more experienced members to join the Subcommittee, confirmed by Ms. Falls, as two members have retired. Much discussion among members ensued, with discussion to continue at the Grant Review Subcommittee meeting.

Mr. Bernauer announced the following timetable:

- 1) Mr. Jacoby will complete interviews by June 6, 2015
- 2) The Grant Review Subcommittee will make grant recipient recommendations
- 3) The Grant Review Subcommittee will present their findings to the CSAC Committee on June 8, 2015.

Request For Proposal (RFP) 2015031 (Mr. Brad Bernauer)

Mr. Bernauer emailed and passed out a draft RFP for review. A copy is on file in the Commission office. Focus areas are taken directly from the Needs Assessment. Mr. Bernauer stated this year is emphasizing "Best Practices." Ms. Woodhouse is creating a checklist for Grant Review members to review with agencies at orientation. Mr. Bernauer said they are looking for quality, evidence-based programs and ensuring good use of limited funds. Those agencies that score higher on the checklist will more likely receive funds. Mr. Bernauer said this is the first year with many positive changes, and more adjustments will be made in the future as needed.

ON MOTION BY Ms. Falls, SECONDED BY Mr. McPartlan, the members voted unanimously (9-0) to accept the RFP.

Next Meeting Date

The Children's Services Advisory Committee will hold their next meeting on Monday, June 8, 2015.

Adjournment

There being no further business the meeting was adjourned at 6:27 p.m.