

Children's Trust of Alachua County

Monday, June 17th, 2019 | 4:00 pm | Alachua County Administration Building
(John R. "Jack" Durrance Auditorium)

Members Present: Ken Cornell, Alachua County Commissioner (Interim Chair); Honorable Susanne Wilson-Bullard, Circuit Judge (Interim Vice-Chair); Tina Certain, Alachua County School Board Member (Interim Treasurer); Karen Clarke, Alachua County School Superintendent; Cheryl Twombly, DCF Community Development Administration

Staff Present: Carl Smart, Assistant County Manager for Public Safety and Community Support Services; Robert Swain, Senior Assistant County Attorney; Claudia Tuck, Community Support Services Director; Tom Tonkavich, Community Support Services Assistant Director

1. Call To Order

Interim Chair Cornell called the meeting to order at 4:00 pm.

2. Agenda Review, Revision and Approval

Interim Chair Cornell called for a motion to approve the agenda.

Member Twombly moved to adopt the agenda as presented and approve all of the consent agenda items. Second by Member Clarke. Call for public input. Motion carried 5-0.

3. Screening Criteria for the Position of Executive Director

Interim Chair Cornell called for discussion on screening candidates for the future Executive Director position. Human Resources Director Heather Akpan gave a brief review of her presentation from the last meeting and provided additional feedback on structuring the Executive Director position. There was discussion amongst Trust members, gubernatorial nominees and the public.

Members asked that language be include on the job description, under the minimums or KSA's that candidates have a strong track record of advocacy work for children including the marginalized populations, youth, and families. Additionally, members asked to include in preferred skills, "competitive procurement", and to clarify type of work experience either in human services or public administration. Human services experience needs to be broadly defined. Further, replace "implementation" of strategic plan and guiding principles with "development" thereof.

Other comments regarding the job description include, adding language to reflect progressive and high level management experience, 5 years in executive management, a proven track record of growing a mission focused organization, operations

management, put customer service first, experience and commitment to working with children, and ensuring compliance with statutory requirements.

Call for comments from the gubernatorial nominees and the public. The Trust concluded that Member Clarke and Ms. Akpan will meet for further discussion on the job description, job assessment tool and screening criteria before the next Trust meeting.

4. Needs Assessment Scope of Services

Interim Chair Cornell called for discussion on a future needs assessment. Trust members expressed interest in conducting an updated needs assessments for both age groups (birth - 5 and 6 - 18 years old). Gubernatorial nominees made comments. The Trust members plan to develop guiding principles and desired elements of a scope of services for a needs assessment at a future Trust meeting.

5. Adopt Millage and Budget

Interim Chair Cornell noted it was after 5:01 pm and introduced the adoption of the proposed millage rate and tentative budget. Mr. Tommy Crosby, Assistant County Manager for Budget and Fiscal Services, provided members with an overview of the proposed millage rate and tentative agenda. It was noted that both resolutions would need to be attested to by the Interim Trust Treasurer.

Member Clarke moved to adopt Resolution 19-01 establishing the proposed millage rate. Second by Member Twombly. Call for Public Input. Motion carried 4-0, Member Wilson-Bullard abstention.

Member Certain moved to adopt Resolution 19-02 establishing a proposed budget. Second by Member Twombly. Call for Public Input. Motion carried 4-1 with Member Wilson-Bullard in dissent.

Member Twombly moved to direct the Interim Chair to sign the letter to the Alachua County Board of County Commissioners, submitting the FY 2019/20 millage rate and budget. Second by Member Clarke. Call for Public Input. Motion carried 4-1 (Member Wilson-Bullard in dissent).

Member Wilson-Bullard moved to designate Mr. Tonkavich as the Interim Records Custodian for the Trust, until an Executive Director is hired. Second by Karen Clarke. Call for Public Input. Motion carried 5-0.

6. Needs Assessment Scope of Services (continued)

Interim Chair Cornell asked for public input on the needs assessment process. Members received handouts from BOOST, the Alachua County Health Department Car Seat program, the Community Health Worker Project at SWAG, Florida Department of Health Brochure, and materials from the Florida Health Pediatric Dental Clinic.

7. CTAC Gubernatorial Nominees General Comments

Ms. Tuck informed attendees there are no updates about nominee appointments from the Governor's Office.

8. Needs Assessment Scope of Services (Pt. II)

Interim Chair Cornell called for comments from the public, particularly on continuing the conservation on future needs assessments. After discussion from the staff, public, gubernatorial nominees and Trust members, Interim Chair Cornell called for a motion.

Member Wilson-Bullard moved to combine the following reports for further review by the Trust: Children's Services Advisory Board GAP Analysis, 0-5 years old Needs Assessment, Well Florida's Report and BOOST's Report; second by Member Certain. At the next meeting, the Trust members plan to use these reports to develop a priority list.

9. Call for Public Input

Interim Chair Cornell called for comments from the public.

10. Board Member General Comments

Interim Chair Cornell called for general comments from members.

11. Adjournment

Interim Chair Cornell adjourned the meeting at 6:20 pm.

Recorded by:

LaRaven Temoney, Intern

Reviewed by:

Thomas Tonkavich, Liaison

Approved August 5, 2019