

Children's Trust of Alachua County
April 1, 2019

Members Present: Honorable Susanne Wilson-Bullard, Tina Certain, Alachua County School Board, Karen Clarke, Alachua County School Superintendent (via telephone), Ken Cornell, Alachua County Commissioner, and Cheryl Twombly, DCF Community Development Administrator

Staff Present: Carl Smart, Assistant County Manager, Bob Swain, Senior Assistant County Attorney, Claudia Tuck, Community Support Services Director, Tom Tonkavich, Community Support Services Assistant Director

1. Call to Order

Interim Chair Ken Cornell called the meeting to order at 4:01 pm.

2. Agenda Review, Revision, and Adoption

The Honorable Susanne Wilson-Bullard moved to adopt the agenda as presented. Second by Member Tina Certain. Call for public input. Motion carried 4-0.

3. Approval of March 11, 2019 Meeting Minutes

The Honorable Susanne Wilson-Bullard moved to approve the meeting minutes as presented. Second by Member Tina Certain. Call for public input. Motion carried 4-0.

4. Member Discussion Regarding Future Meeting Dates

Members briefly discussed future meeting dates.

Tina Certain moved to approve staff recommendation regarding future meeting dates. Second by Cheryl Twombly. Call for public input. Motion carried 4-0.

Staff Recommendation: In lieu of meeting May 6th, consider meeting April 29th and instead of June 3rd meet the following Monday on June 10th. Cancel the July 15th meeting and meet the week following Labor Day on September 9th.

5. Children's Trust of Alachua County History

Dorothy Thomas presented information to the Board on the history and development that led to the creation of the Children's Trust of Alachua County. At a request of the Board, she clarified that the Children's Services Advisory Board priority was addressing the needs of children from birth to age 5. She also clarified that to some extent when polling voter sentiment data on the areas of interest were also captured. Members requested clarification on the naming of the Trust. Dorothy noted that this is similar to Miami and that the name also conveys trust to the voters. Members also asked about which elements of Florida Statute were considered in the Trust formation. There were two elements considered; whether the Trust would be dependent or independent and whether the Board would be comprised of 31 or 10 members.

6. Children's Services Advisory Board Overview

Tom Logan, Chair of the Children's Services Advisory Board (CSAB) discussed the three new initiatives created under the guidance of the advisory board. The process was preceded by over 60 meetings which generated a lot of discussion to arrive at consensus on the initiatives. The board also adopted some guiding principles about universal accessibility, innovation, collaboration, etc. He also provided a brief overview of the three programs; the NewboRN Nurse Home Visit, access to quality early learning and care called Transforming Professional Development (TPD), and the Healthy Social and Emotional Development and family Supports (SED). The overriding goal of the advisory board is to ensure every Alachua County child is ready for success in kindergarten. Chair Logan noted the Advisory Board advocates for continued funding from the Children's Trust to support the three initiatives.

7. Status of Gubernatorial Appointments/Staff Activities to Date

Carl Smart, Assistant County Manager provided members with an update on the Gubernatorial Appointments. The Governor's Appointments Office asked that the 15 nominees be contacted to provide additional information. All nominees were contacted and have submitted the additional information requested by the Appointments Office. The Appointments Office has advised staff it is awaiting further direction from Governor DeSantis.

8. Florida Ethics

Bob Swain, Senior Assistant County Attorney made a brief presentation to members on Florida Ethics for Public Officers and Employees. He provided brief information on voting conflicts and doing business issues. Trust Board Members are considered public officials and must file Form 1 annually. Additionally, he noted that members are not compensated as no compensation is allowed except for expense reimbursement, i.e., mileage. If members have questions or need assistance with ethics issues the County Attorney's Office can assist though it may suggest members reach out to the Florida Commission on Ethics.

9. Budget Development

Tommy Crosby, Assistant County Manager for Budget & Fiscal Services provided members with a handout "Truth in Millage (TRIM) Process. Dates listed on the handout will be adjusted to reflect the changes in the Trust's meeting schedule. He briefly explained the TRIM process and noted two public hearings would also be scheduled for 5:01 pm.

10. Finance and Accounting

Todd Hutchison, Finance Director for the Clerk of the Circuit Court provided members with a handout and discussed issues related to banking and investment functions, annual audits and reports, and various accounting functions. Additionally, he explained two forms (SS4 and Sales Tax Exemption).

The Honorable Susanne Wilson-Bullard moved to adopt the staff recommendation. Second by Member Tina Certain. Call for public input. Motion carried 4-0.

Staff Recommendation: Authorize the Trust Interim Chair to sign the Form SS-4 and the Application for Consumer's Certificate of Exemption. Additionally, designate Todd Hutchison, Finance Director as the Third Party Designee for purposes of submitting the SS-4 Form.

11. First Year To Do List and Regular Meeting Schedule

Carl Smart, Assistant County Manager provided members with an update on the First Year To Do List and discussed topics (agenda items) for upcoming meetings. More detail will be provided on administrative functions at the April 15th meeting. It was also noted that funding for the three CSAB initiatives is only through September 30, 2019. The Trust could consider continued funding for the initiatives as part of its budget.

12. Call for Public Input

Interim Chair Ken Cornell called for general public comment.

13. Board Member General Comments

Members were provided with an opportunity to make additional comments. Interim Chair Cornell noted to add a brief presentation from the UF/BOOST research group to the next meeting agenda. Members also agreed by consensus that individual presentations from the three CSAB initiatives be included as part of the more in-depth presentation on the CSAB. Additionally, he asked staff to obtain copies of recent needs assessments completed for children aged birth to 18.

Meeting adjourned at 6:05 pm.

Recorded by,

Approval of April 1, 2019 Meeting Minutes

On April 15, 2019 Superintendent Karen Clarke moved the approval the meeting minutes as presented. Second by Member Tina Certain. Call for public input. Motion carried 5-0.

Tom Tonkavich, Staff Liaison