



## CHILDREN'S TRUST REGULAR BOARD MEETING MINUTES

July 10, 2023, at 4:00 PM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

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### Call to Order

**Chair Tina Certain called the meeting to order at 4:00 PM.**

Newly appointed Trust Member Mary Chance took the Oath of Office administered by the Honorable Judge Denise R. Ferrero.

### Roll Call

#### PRESENT

Chair Tina Certain  
Vice Chair Lee Pinkoson  
Treasurer Ken Cornell  
Member Shane Andrew  
Member Mary Chance  
Member Judge Denise R. Ferrero  
Member Nancy Hardt – attended virtually  
Member Maggie Labarta  
Member Cheryl Twombly

### Agenda Review, Revision, and Approval

Items 6 and 7 were pulled from Consent Agenda and added under Old Business before Item 10.

**Motion to approve the agenda with modifications made by Vice Chair Pinkoson, Seconded by Member Cornell.**

Motion was unanimously approved by voice vote.

### Consent Agenda

1. Board Attendance YTD
2. 6.12.23 Regular Board Meeting Minutes
3. 6.12.23 Board Meeting Evaluation - Survey Results
4. June Sponsorships
5. June 2023 Checks and Expenditures Report
6. June 2023 Programmatic Award and Expense Report – moved for discussion

7. 3rd Quarter Income Statement & Balance Sheet– moved for discussion
8. 3rd Quarter Financial Report to the BoCC

### **Executive Director's Report**

9. 7.10.23 ED Report

Introduction to new staff member, Communications Manager, Suzette Cook.

### **Chair's Report**

Introduction to new Board Member, Consortium of FL Education Foundations, Mary Chance.

### **General Public Comments**

Christy Arrington

David Roundtree

### **Old Business**

6. June 2023 Programmatic Award and Expense Report

Member Labarta requested that staff add a column to the report that shows the percentage of expected expensed funds to date per program, and a notation of why they are at that percentage. She also requested that future reports show a closed month of balances, instead of pulling the data in accordance with meeting publishing deadlines.

**Motion by Member Cornell to receive the report and make these changes by the next meeting, Seconded by Member Labarta.**

Motion was unanimously approved by voice vote.

7. 3rd Quarter Income Statement & Balance Sheet

Member Labarta requested that future reports show a closed month of balances, instead of pulling the data in accordance with meeting publishing deadlines.

**Motion by Vice Chair Pinkoson to receive the report with modifications, Seconded by Member Labarta.**

Motion was unanimously approved by voice vote.

10. FY23-234 Tentative Budget

Director of Finance Diana Sanchez provided updates to the budget based on current values and board comments from the June board meeting. These included updating the ad valorem taxes, interest rates, funds for capital projects, and for the literacy initiative collaboration in Alachua County.

Member Cornell moved to receive the report, Vice Chair Pinkoson seconded for discussion.

Vice Chair Pinkoson requests to schedule a budget workshop before the next board meeting on August 14, 2023. Members Labarta, Cornell, and Hardt agreed with the need

for further discussion. It will aim to address the strategy of spending funds from the reserved Fund Balance, questioning the spending of non-recurring money on recurring programs, a reasonable balance to maintain and how it will work operationally, the possibility of trending data over time, and the importance of ensuring these decisions are in line with the CTAC Strategic Plan.

**Motion by Vice Chair Pinkoson to 1. Accept this report; 2. Set a meeting and provide presented documents with the most current information; and 3. Ask staff to contact the county property appraiser for the tentative expectations of ad valorem in 2024, Seconded by Member Cornell.**

Motion was unanimously approved by voice vote.

Members agreed to hold the workshop directly prior to the next board meeting on August 14, 2023, at 1:15 pm.

11. Final Products of Listening Project (Bonnie Wagner)

CTAC's Research, Planning, and Evaluation Coordinator Bonnie Wagner reported on the developments to further share the results of the listening project back to the community, express gratitude for participants, and incite data into action. One-pagers were created for different audience types (Parents, Youth, and Providers), included an executive summary, and room to incorporate action plans to drive what we do as a Trust.

**Motion made by Member Cornell to receive the report, Seconded by Member Labarta.**

Motion was unanimously approved by voice vote.

12. Early Learning Collaborative (Mia Jones)

Early Childhood Coordinator Mia Jones updated the board on the Early Childhood Learning Collaborative Call-to-Action meeting, the Head Start Summer Bridge contract, Socio-Emotional Development funding, and the next steps for expanding the early childhood learning collaborative system.

**Motion made by Member Cornell to receive the report, Seconded by Vice Chair Pinkoson.**

Motion was unanimously approved by voice vote.

13. Recommendation for Award – RFP 2023-01 Afterschool Programming (Kristy Goldwire)

This RFP was released May 12, 2023, with a submission deadline of June 16, 2023. There were eleven applications. These were reviewed and six were found to be responsive and met the criteria to be recommended for funding.

**Motion made by Member Cornell, Seconded by Member Labarta to approve staff's recommendation to award the contract for RFP 2023-01 Afterschool Programming, in the amount of up to \$1M and authorize the Executive Director to negotiate and execute agreements with Kids Count in Alachua County, Gainesville Area Community**

**Tennis Association, Boys and Girls Club, Girls Place, Deeper Purpose, and Gainesville Circus Center.**

Motion was unanimously approved by voice vote.

14. Youth Mentoring Program RFP 2023-02 (Deon Carruthers)

Contract Manager Deon Carruthers presented the overview of the Youth Mentoring Program RFP 2023-02. The release date is set for July 13, 2023, with a submission deadline of August 17, 2023. The allocated budget is up to \$500,000 with each applicant able to apply for up to \$75,000 in funding. The one-year contracts will begin on October 1, 2023. Member Labarta requested that if an applicant offers group sessions (combined with one-on-one or as stand-alone), a documented evidence-based approach to mentoring be included in the evaluation criteria (these may be found online in an evidence-based practice repository). The board also agreed that those who don't meet this criteria may be considered for innovation funding.

**Motion made by Member Cornell, Seconded by Vice Chair Pinkoson to approve the release of the Youth Mentoring Programming RFP 2023-02 with modifications as above, to authorize up to \$500,000 in funding, and authorize the Executive Director to appoint a review team of members with subject matter expertise.**

Motion was unanimously approved by voice vote.

**New Business**

15. Veterans' Preference Policy and Recruitment Plan

**Motion made by Vice Chair Pinkoson, Seconded by Member Cornell to approve Resolution 2023-09 Veterans' Preference Policy and Recruitment Plan.**

Motion was unanimously approved by voice vote.

**Board Member Comments**

**For Your Information**

16. ELO Certificate of Appreciation

**Next Meeting Dates**

Regular Board Meeting - Monday, August 14th, 2023 @ 4:00 PM Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Regular Board Meeting - Wednesday, September 13th, 2023 @ 4:00 PM Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

First TRIM Hearing - Wednesday, September 13th, 2023 @ 5:01 PM Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

**Adjournment**

**Chair Tina Certain adjourned the meeting at 6:24 PM.**



CHILDREN'S TRUST  
OF ALACHUA COUNTY

## CHILDREN'S TRUST OF ALACHUA COUNTY

### OATH OF OFFICE

STATE OF FLORIDA  
COUNTY OF ALACHUA

I, Mary Lutgen Chance do solemnly swear that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the state; and that I will well and faithfully perform the duties of a Board member of the Children's Trust of Alachua County on which I am now about to enter. So help me God.

(Signed)

Mary L Chance

Submitted and sworn to before me this 10 day of July, 2023.

(Signed)

Denise R Ferrero



Denise R. Ferrero, Circuit Judge  
Name and Title of person authorized by law to take oath.



**CHILDREN'S TRUST**  
OF ALACHUA COUNTY

## CHILDREN'S TRUST REGULAR BOARD MEETING

July 10, 2023, at 4:00 PM

CTAC, 802 NW 5<sup>th</sup> Ave., Gainesville, FL 32601

### Attendance List

Name	Organization	Email address	Contact number
Chris Stokes	WMSEC	Bishopstokes20@gmail.com	352 246 2533 318 758 8727
Nikki Thompson	Goodwill	nthompson@goodwilljax.org Philip-Kastero	
Eric Kabun	CDS	cdrfl.org	
Glory Reitz	Mainstreet Daily News	greitz@mainstreetdailynews.com	417-392-7743
Pat Lee	T-FAX	tfanservices@gmail.com	352.459.3331
Terr Crawford	Meridion	Terr_Crawford@MBHCI	
David Rountree	IBGCNF-Alachua	david@ibgcnf.org	321-578-0020 786-955-3108
Joel Romelus	Made For Move	jromelus@madeformove	
CHRISTY ANNISTON	GIANS PLACE		
Margot DeGonna	Food4Kids	margot@food4kidsfl.org	954 240 9819
James Miller	Mirror Image Leadership Academy	jmillier@mirrorimageleadership.org	352-204-0072





What makes up the difference of \$1,606,375?

Items below were thought to either not renew after March 30, or, not being continued:

MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$ 41,496.00
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$ 221,312.00
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$ 39,000.00
YOUTH MENTAL HEALTH SUPPORT DURING AFTER-SCHOOL AND SUMMER PROGRAMMING	Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) Shands Teaching Hospital	\$ 39,000.00
WELLNESS COORINATOR @ HOWARD BISHOP MS	Children's Home Society of Florida	\$ 32,606.86
SAVING SMILES	UF College of Dentistry	\$ 50,000.00
WEEKEND BACKPACK PROGRAM	Catholic Charities	\$ 23,604.18
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$ 7,745.92
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$ 31,015.94
OPERATION FULL STEAM*	Cade Museum	\$ 18,788.16
NEW TECH NOW STE2AM ENGINE PROGRAM	New Technology Made Simple Now Inc	\$ 24,851.70
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families	\$ 106,002.36
PROJECT YOUTH BUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$ 54,496.00
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$ 21,474.16
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$ 19,982.04
SOCIAL & EMOTIONAL LEARNING		\$ 125,000.00
MENTORING & CHARACTER BUILDING		\$ 500,000.00
EMERGENT NEEDS FUNDS		\$ 150,000.00
COMMUNITY ENGAGEMENT		\$ 100,000.00

\$ 1,606,375.32

How much is needed to make programs whole?

\$ 734,740.00



**CHILDREN'S TRUST**  
**OF ALACHUA COUNTY**

**Afterschool RFP 2023-01**

July 10, 2023



# Recap

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## Submission Timeline

- Release date - **May 12, 2023**
- Cone of silence
- Bidders' conference/application training \*
- Office Hours\*
- RFP questions\*
- Application deadline – **June 16, 2023**
- Funding recommendation & approval
- Contract negotiation

## Afterschool RFP Contact

- Project Manager
  - Kristy Goldwire, Director of Program Operations
  - Demetrica Tyson, Program Specialists

# Applications

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We received 11 Applications

6 Applications were accepted

- Deeper Purpose Community Church (High Springs)
- Gainesville Circus Center
- Gainesville Area Tennis
- Girls Place
- Kids Count in Alachua County
- Boys and Girls Club

5 Applications were nonresponsive

- Gator Junior Golf-No DCF License
- I am Stem-Missing attachments, no DCF License, and late submission
- Mirror image-No DCF license
- NCFYMCA-Missing attachments and application
- Willie Mae Stokes Community Center-Missing attachments



**CHILDREN'S TRUST**  
**OF ALACHUA COUNTY**

Youth Mentoring Program RFP  
2023-02



# Performance Measures

## How Much?

# of youth who receive mentorship.

# of adults who provide mentorships.

# of one-on-one mentoring contacts (i.e., number of match meetings).

# of group mentoring sessions.

## How Well?

% of mentors who receive program staff check-ins at least monthly.

% of parents/caregivers who receive program check-ins at least monthly.

% of youth receiving an average of two (2) or more mentorship contacts per month.

% of youth matched with a mentor for at least 9 months (i.e., the denominator includes all matches in the contract period that are closed, or active and in place for at least 9 months).

## Better Off?

% of youth who report relational satisfaction and closeness with their mentor.

% of youth who are doing well or making gains in social-emotional skills.

% of youth with no department of juvenile justice involvement.

% of youth who are doing well or making improvements in school performance.

**CHILDREN'S TRUST OF ALACHUA COUNTY  
RESOLUTION 2023-10  
YOUTH MENTORING PROGRAM RFP 2023-02**

**WHEREAS**, the Children's Trust of Alachua County (CTAC) developed and approved Resolution 2020-12, Procurement Policies; and

**WHEREAS**, the Trust seeks to fund providers to offer youth mentoring services via one-on-one mentor/mentee matching and character-building group activities to elementary, middle or high school youth. Organizations will recruit, train, screen, support, and supervise adult mentors, who will be matched with youth.

Qualified applicants will focus on supporting pressing community needs, that provide services within a best practices framework, that are collaborative and integrated mentoring support programs with outcomes to reduce juvenile delinquency, truancy, drug abuse, victimization, and other high-risk behaviors.

**WHEREAS**, the Trust is required to approve the scope of service, minimum qualifications, evaluation criteria, and the review team,

**NOW THEREFORE**, be it ordained by the Board of Children’s Trust of Alachua County, in the State of Florida, as follows:

**SECTION 1: ADOPTION** The scope of service, minimum qualifications, evaluation criteria, and review team attached hereto as Exhibit “A” is hereby adopted in its entirety as provided in Exhibit “A” and incorporated herein by this reference.

**SECTION 2: EFFECTIVE DATE** This Resolution shall be in full force and effect from July 10, 2023 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY BOARD; this 10<sup>th</sup> day of July 2023.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>NOT VOTING</b>
Tina Certain	✓	_____	_____	_____
Lee Pinkoson	✓	_____	_____	_____
Ken Cornell	✓	_____	_____	_____
Shane Andrew	✓	_____	_____	_____
Mary Chance	✓	_____	_____	_____
Hon. Denise R. Ferrero	✓	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	✓
Dr. Maggie Labarta	✓	_____	_____	_____
Cheryl Twombly	✓	_____	_____	_____



\_\_\_\_\_  
Tina Certain, Chair  
Children’s Trust of Alachua County

  
Marsha Kiner (Jul 27, 2023 13:46 EDT)

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Marsha Kiner, Secretary  
Children’s Trust of Alachua County

**CHILDREN'S TRUST OF ALACHUA COUNTY  
RESOLUTION 2023-09  
REVISIONS TO THE EMPLOYEE HANDBOOK**

**WHEREAS**, the Children's Trust of Alachua County adopted an Employee Handbook through Resolution 2020-8; and

**WHEREAS**, the Children’s Trust of Alachua County desires to make changes to the Employee Handbook;

**NOW THEREFORE**, be it ordained by the Board of Children’s Trust of Alachua County, in the State of Florida, as follows:

**SECTION 1: ADOPTION “2.55 VETERANS’ PREFERENCE” of the Children’s Trust of Alachua County Employee Handbook is hereby added as follows:**

2.55 VETERANS’ PREFERENCE *(Added)*

When selecting applicants for initial interviews, education, training, and experience shall be considered along with Veterans’ Preference in accordance with Chapter 295, Florida Statutes and Chapter 55A-7, Florida Administrative Code.

- A. Applicants who have indicated Veterans’ Preference on their employment application and meet the minimum qualifications listed in the position description will be identified by Human Resources.
- B. Applicants requesting Veterans’ Preference will be required to submit the required Veterans’ Preference documentation.
- C. Those applicants determined to be eligible for Veterans' Preference will be given special consideration at each stage of the employment selection process.

PASSED AND ADOPTED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY BOARD; this 10<sup>th</sup> day of July 2023.

	A YE	N AY	AB SENT	NOT VOTING
Tina Certain	✓	_____	_____	_____
Lee Pinkoson	✓	_____	_____	_____
Ken Cornell	✓	_____	_____	_____
Shane Andrew	✓	_____	_____	_____
Mary Chance	✓	_____	_____	_____
Hon. Denise R. Ferrero	✓	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	✓
Dr. Maggie Labarta	✓	_____	_____	_____
Cheryl Twombly	✓	_____	_____	_____

Presiding Officer



\_\_\_\_\_  
Tina Certain, Chair  
Children’s Trust of Alachua County

Attest



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Marsha Kiner, Secretary  
Children’s Trust of Alachua County