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Item:

Consent Agenda

Requested Action:

The Trust is asked to approve the consent agenda

Background:

Any member of the Trust or public may ask that an item be moved from the Consent Agenda to the Regular Agenda. Consent Agenda items will not be discussed unless moved to the Regular Agenda.

Attachments:

- April 6, 2020 Meeting Minutes
- March 27, 2020 Technical Advisory Committee Meeting Minutes
- 2nd Quarter Financial Report
- Revised Proposal – Project YouthBuild

Programmatic Impact:

None

Fiscal Impact:

None

Recommendation:

Staff recommends approval

Children's Trust of Alachua County

Mon., April 6, 2020 | 4:00 pm

(Via Zoom Meeting)

Members Present: Lee Pinkoson, Ken Cornell, Honorable Susanne Wilson-Bullard; Tina Certain, Karen Clarke, Cheryl Twombly, Dr Patricia Snyder, Karen Cole-Smith, Dr. Nancy Hardt

Staff Present: Colin Murphy, Executive Director of the Children's Trust of Alachua County; Robert Swain, Senior Assistant County Attorney; Claudia Tuck, Community Support Services Director

1. Call To Order

Chair Pinkoson called the meeting to order at 4:06 pm.

2. Resolution 2020-3

Explanation by Senior Assistant County Attorney Bob Swain of Resolution 2020-3 regarding public requirements for Sunshine Meetings and the terms under which Governor DeSantis has suspended some of the Sunshine Law requirements.

Member Cornell moved to approve Resolution 2020-3, motion seconded by member Certain. No public comment. Members polled by roll call; motion passed unanimously.

3. Agenda Review, Revision and Approval (Including Approval of Consent Agenda Items)

Member Labarta moved to approve the agenda including all items on the consent agenda. Second by Member Cornell. No public comment. Members polled by roll call; motion passed unanimously.

4. Ratification of February 17, 2020 Meeting

Ratification of CTAC February Meeting with current full CTAC Board seated.

Member Cornell moved to ratify the February 17, 2020 CTAC meeting. Second by Member Certain. No public comment. Members polled by roll call; motion passed unanimously.

5. Executive Director Report

COVID-19 Update: Director Murphy reported a few of the agencies have requested changes to contracts due to the effects of COVID19 response. He discussed other COVID related items such as the United Way portal and evaluation of agency fiscal health, Ballard partners CARES act summary, ELC and daycare center closures, and rent and utility relief. Followed by further Board Discussion of community relief efforts. Consensus to review situation at next board meeting along with responses provided by other CSC's.

Discussion of current progress on ED's 90d plan and projected meetings with stakeholders now being completed via Zoom.

Review of schedule and topics for upcoming CTAC meetings.

Budget discussion regarding need for office space; may not be needed as soon as originally planned.

Discussion of draft organizational charts and need for decision prior to budget submission for next fiscal year.

Pritzker Foundation Grant update. Received positive response from foundation; virtual site visit will be scheduled.

Technical Advisory Committee Update. ED Murphy and Dr Herman Knopf provided an update regarding the proposed 5 results areas and indicators for each. Full TAC report will be presented to the CTAC Board in May.

6. Renegotiate Interlocal Agreement #11501

Discussion of amendment to interlocal agreement with Alachua County. Unanticipated issues regarding paying county for audit. Fee should be paid directly to the accounting firm.

Member Hardt moved to approve renegotiation of interlocal agreement with Alachua County regarding payment for auditing firm. Seconded by Member Clarke. No public comment. Members polled by roll call; motion passed unanimously.

7. Children's Trust of Alachua County Website

Director Murphy reviewed his discussion with Alachua County Information Technology Services and stated both are in agreement that CTAC should hire its own consultant for web design.

Member Labarta motioned to approve CTAC to hire its own website consultant. Seconded by Member Cornell. Members polled by roll call; motion passed unanimously.

8. Appointment of Finance and Administration Manager

Director Murphy requested that the CTAC Board approve the position description for Finance Director and approve Director to fill the position by appointment.

Member Cornell moved to approve the position description for Finance and Administration Manager and direct ED Murphy to fill the position by appointment. Seconded by Member Cornell. Members polled by roll call; motion passed unanimously.

9. Call for Public Input

Chair Pinkoson called for comments from the public. No public comment.

10. Board Member General Comments

The members of the Trust gave their final comments. Member Certain reviewed proposal from Leah Gallione. General consensus to direct such requests through Community Foundation portal.

Further review and comment on CTAC organization chart.

Member Cornell advised group of Emergency Alachua County Meeting on April 7th.

Review of current pandemic issues and primary focus in hospital capacity.

Judge Ballard advised that the Chief Justice has extended Emergency Court Procedures until May 29, 2020.

11. Adjournment

Chair Pinkoson adjourned the meeting at 5:34 pm.

Children's Trust of Alachua County
Technical Advisory Committee Meeting

Friday, March 27, 2020 | 1:00 pm | Alachua County Community Support Services
(via Zoom Meeting)

Members Present: Dr Herman Knopf, Patty Carroll; Dr. Maggie Labarta, Dr Pat Snyder, Dr Maureen Conroy,

Staff Present Colin Murphy, Executive Director, Children's Trust of Alachua County, Cindy Bishop, CAPP/CHOICES Program Manager

1. Call to Order

Dr Knopf called the meeting to order at 1:04 pm.

2. Approval of Draft Minutes February 7, 2020, February 21, 2020, and March 13, 2020

Dr. Labarta moved to approve all meeting minutes with two changes for March 13, 2020 minutes: Dr Nancy Hardt should not be listed as a member of the committee and record Patty Carroll as present. Motion seconded by Dr. Snyder. Motion carried unanimously.

3. Discussion and Review of Indicators

Committee discussed indicators and data sources. Dr. Labarta provided HEDIS information and a contact for the UF College of Dentistry. For education indicators some data could be obtainable from Karen Clarke. A list of topics (including whether they can be broken out by race and IEP's) discussed to bring to meeting between Karen Clarke, Dr. Knopf, and Colin Murphy. Members asked whether it is possible to see differences between schools and whether data exists regarding parent involvement and attendance in Parent Academy-type programming.

Discussion related to early childhood education and school readiness. Plan to reach out to ELC to see whether they can share ASQ information. Could obtain more data by age from FL Dept of Education. Plan to develop a reasonable and well-formulated indicator for this data.

Discussion of results by school to locate children in communities and use of proficiency vs satisfactory performance. Consensus to look at both.

Discussion of YRBS (youth risk behavior survey) data for high school students. Will request that all high school students complete the survey and data specific to Alachua County should be collected. Lucy Marrero offered to share social and mental health data scales provided to PALS program by Alachua County Schools.

Discussion of spreadsheet provided by Dr. Houchen. Spreadsheet details suggestion for additional indicators such as physical activity.

Discussion of emailed indicator suggestions submitted by Patty Carroll. Suggested striking unverified calls reporting child abuse to DCF hotline. May not be considered a risk factor. A replacement might be looking at data related to families offered diversion services. Other indicator topics discussed including child abuse by age group, child death

review data, and tracking of mental health issues. Patty will draft of indicators and data sources for next TAC meeting.

Colin raised Dr. Houchen's request to have committee split into smaller workgroups.

Consensus to determine what areas will be discussed in workgroups, who will meet, and that the workgroups will be noticed as public meetings.

Topics for Next Meeting Agenda

Dr Knopf's team will continue to organize and compile data, including lists submitted by members.

Patty Carroll will provide her data compilation.

Members will review next data sets for discussion.

4. Public Comment

Ellie Chisolm commented that School District awards more than one type of high school diploma and questioned whether data can be collected by type. Also questioned whether there are communities where children are doing well across all indicators.

5. Committee Member General Comments

Discussion of deadline for TAC presentation to full CTAC Board. Consensus that Dr.

Knopf will share progress with CTAC Board, request timeline be extended to include two additional TAC meetings, and that TAC give final presentation to Board on May 18, 2020.

6. Adjournment

Meeting adjourned at 2:14pm.



**CHILDREN'S TRUST
OF ALACHUA COUNTY**

**STATEMENT OF REVENUES AND EXPENDITURES
FY 2020 - 2nd QUARTER REPORT 01/1/20 - 3/31/20
AS OF APRIL 15, 2020**

Account Description	Column Labels Fiscal Quarter 2, 2020			
	Current Budget	Actual Amount	Encumbrances	Remaining Budget
Revenue				
1500 Children's Trust Services				
31 - Taxes				
001.15.1500.311.1000 - Ad Valorem Taxes Current Real & Personal Property	-	2,047,487	-	(2,047,487)
31 - Taxes Total	-	2,047,487	-	(2,047,487)
36 - Miscellaneous Revenue				
001.15.1500.361.1320 - Interest And Other Earnings Int Earn - Tax Collector	0.00	848.61	0.00	(848.61)
001.15.1500.361.1410 - Interest And Other Earnings General Government Interest	0.00	863.23	0.00	(863.23)
36 - Miscellaneous Revenue Total	0.00	1,711.84	0.00	(1,711.84)
1500 Children's Trust Services Total	-	2,049,198	-	(2,049,198)
Revenue Total	-	2,049,198	-	(2,049,198)
Expenses				
1500 Children's Trust Services				
20 - Operating Expenses				

Account Description	Current Budget	Actual Amount	Encumbrances	Remaining Budget
001.15.1500.512.51.00 - Office Supplies Office Supplies	0.00	0.00	0.00	0.00
001.15.1500.513.31.80 - Professional Services Property Appr / Tax Collector	0.00	40,949.64	0.00	(40,949.64)
001.15.1500.513.34.00 - Other Services Other Contractual Services	0.00	35,250.00	0.00	(35,250.00)
001.15.1500.569.40.00 - Travel and Per Diem Travel & Per Diem	0.00	500.79	0.00	(500.79)
001.15.1500.569.48.00 - Promotional Activities Promotional Activities	0.00	157.51	0.00	(157.51)
001.15.1500.569.51.00 - Office Supplies Office Supplies	0.00	0.00	5,000.00	(5,000.00)
20 - Operating Expenses Total	0.00	76,857.94	5,000.00	(81,857.94)
50 - Grants and Aid				
001.15.1500.569.82.01 - Healthy Start of North Central FL	0.00	110,074.10	289,925.90	(400,000.00)
001.15.1500.569.82.02 - The Child Center	0.00	108,318.92	330,909.08	(439,228.00)
001.15.1500.569.82.03 - Meridian Behavioral Healthcare	0.00	114,037.05	240,598.95	(354,636.00)
50 - Grants and Aid Total	0.00	332,430.07	861,433.93	(1,193,864.00)
1500 Children's Trust Services Total	-	409,288	866,434	(1,275,722)
Expenses Total	-	409,288	866,434	(1,275,722)



**CHILDREN'S TRUST
OF ALACHUA COUNTY**

**STATEMENT OF REVENUES AND EXPENDITURES
FY 2020 - YTD ACTIVITY THROUGH 2ND QUARTER ENDING, MARCH 31ST
AS OF APRIL 15, 2020**

Account Description	Current Budget	Actual Amount	Encumbrances	Remaining Budget
Revenue				
1500 Children's Trust Services				
31 - Taxes				
001.15.1500.311.1000 - Ad Valorem Taxes Current Real & Personal Property	7,238,758	6,727,701	-	511,057
31 - Taxes Total	7,238,758	6,727,701	-	511,057
36 - Miscellaneous Revenue				
001.15.1500.361.1320 - Interest And Other Earnings Int Earn - Tax Collector	0.00	848.61	0.00	(848.61)
001.15.1500.361.1410 - Interest And Other Earnings General Government Interest	0.00	863.23	0.00	(863.23)
36 - Miscellaneous Revenue Total	0.00	1,711.84	0.00	(1,711.84)
38 - Other Sources				
001.15.1500.389.9200 - Non-Operating Sources Ending Fund Balance	(361,938)	-	-	(361,938)
38 - Other Sources Total	(361,938)	-	-	(361,938)
1500 Children's Trust Services Total	6,876,820	6,729,413	-	147,407
Revenue Total	6,876,820	6,729,413	-	147,407
Expenses				

1500 Children's Trust Services**1500 Children's Trust Services**

10 - Personnel Services				
001.15.1500.512.12.00 - Regular Salaries Regular Salaries & Wages	500,000.00	0.00	0.00	500,000.00
10 - Personnel Services Total	500,000.00	0.00	0.00	500,000.00
20 - Operating Expenses				
001.15.1500.512.51.00 - Office Supplies Office Supplies	0.00	0.00	0.00	0.00
001.15.1500.513.31.80 - Professional Services Property Appr / Tax Collector	144,775.00	134,804.01	0.00	9,970.99
001.15.1500.513.34.00 - Other Services Other Contractual Services	163,250.00	35,250.00	0.00	128,000.00
001.15.1500.569.31.00 - Professional Services Professional Services	340,000.00	0.00	0.00	340,000.00
001.15.1500.569.40.00 - Travel and Per Diem Travel & Per Diem	5,000.00	500.79	0.00	4,499.21
001.15.1500.569.41.00 - Communications Services Communication Services	1,848.00	0.00	0.00	1,848.00
001.15.1500.569.44.00 - Rental and Leases Rental and Leases	22,360.00	0.00	0.00	22,360.00
001.15.1500.569.45.00 - Insurance Insurance	1,000.00	0.00	0.00	1,000.00
001.15.1500.569.46.00 - Repairs and Maintenance Services Repairs and Maintenan	1,000.00	0.00	0.00	1,000.00
001.15.1500.569.48.00 - Promotional Activities Promotional Activities	10,000.00	402.81	0.00	9,597.19
001.15.1500.569.49.00 - Other Current Charges and Obligations	15,309.00	0.00	0.00	15,309.00
001.15.1500.569.51.00 - Office Supplies Office Supplies	19,595.00	0.00	5,000.00	14,595.00
001.15.1500.569.52.00 - Operating Supplies Operating Supplies	2,720.00	0.00	0.00	2,720.00
001.15.1500.569.54.40 - Books Publications Subscriptions and Memberships Memb	0.00	9,309.00	0.00	(9,309.00)
20 - Operating Expenses Total	726,857.00	180,266.61	5,000.00	541,590.39
30 - Capital Outlay				
001.15.1500.569.64.00 - Capital Outlay Capital Equipment	30,000	-	-	30,000
30 - Capital Outlay Total	30,000	-	-	30,000
50 - Grants and Aid				
001.15.1500.569.82.00 - Aid to Organizations	4,064,161.00	0.00	0.00	4,064,161.00
001.15.1500.569.82.01 - Healthy Start of North Central FL	400,000.00	110,074.10	289,925.90	0.00
001.15.1500.569.82.02 - The Child Center	439,228.00	108,318.92	330,909.08	0.00
001.15.1500.569.82.03 - Meridian Behavioral Healthcare	354,636.00	114,037.05	240,598.95	0.00
50 - Grants and Aid Total	5,258,025.00	332,430.07	861,433.93	4,064,161.00
60 - Other Uses				
001.15.1500.590.99.20 - Appropriated Reserves	361,938	-	-	361,938
60 - Other Uses Total	361,938	-	-	361,938
1500 Children's Trust Services Total	6,876,820	512,697	866,434	5,497,689

Expenses Total

6,876,820	512,697	866,434	5,497,689
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Print Selected Transactions Report

From Date: 10/1/2019 - To Date: 3/31/2020

<u>G/L Date</u>	<u>Journal</u>	<u>Journal Type</u>	<u>Sub Ledger Description</u>	<u>Source</u>	<u>Reference</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
2020-00000001	2020-00000001	October 2019		Tax Collector	11/20/2019		\$2,531.56
2020-00000002	2020-00000002	November 2-15, 2019		Tax Collector	12/2/2019		\$16,743.68
2020-00000003	2020-00000003	NOVEMBER 16-22, 2019		Tax Collector	12/9/2019		\$25,883.63
2020-00000004	2020-00000004	NOVEMBER 23-30, 2019		Tax Collector	12/12/2019		\$48,695.50
2020-00000005	2020-00000005	DECEMBER 1-31, 2019		Tax Collector	1/22/2020		\$33,746.45
2020-00000007	2020-00000007	JANUARY 1-31, 2020		Tax Collector	2/24/2020		\$4,326.95
2020-00000008	2020-00000008	FEBRUARY 1-29, 2020		Tax Collector	3/23/2020		\$2,876.24
CTIS 2020-1 OC19	ALACHUA COUNTY BOCC		FY20 BOCC Oct Contract Payment	1/23/2020	Check	10011	\$8,812.50
CTIS 2020-2 NV19	ALACHUA COUNTY BOCC		FY20 BOCC Nov Contract Payment	1/23/2020	Check	10011	\$8,812.50
CTIS 2020-3 DE19	ALACHUA COUNTY BOCC		Z Check - Unencumbered Contracts	1/23/2020	Check	10011	\$8,812.50
CTIS 2020-5 FE20	ALACHUA COUNTY BOCC		FY20 BOCC Feb Contract Payment	3/3/2020	Check	10014	\$8,812.50
12/8/19-12/9/19	COLIN GRAY MURPHY		Travel Reimbursement - Executive Director Interview	1/7/2020	Check	10003	\$237.12
2019.12	FLORIDA CHILDREN'S COUNCIL		Z Check Exempt 32 - Membership Dues	12/30/2019	Check	10002	\$9,309.00
OC19	HEALTHY START OF NORTH CENTRAL FL		FY20-CTAC-NEWBORN	1/7/2020	Check	10005	\$26,762.54
NV19	HEALTHY START OF NORTH CENTRAL FL		FY20-CTAC-NEWBORN	1/7/2020	Check	10005	\$20,597.80
DE19	HEALTHY START OF NORTH CENTRAL FL		FY20-CTAC-NEWBORN	2/3/2020	Check	10013	\$21,638.63
JA20	HEALTHY START OF NORTH CENTRAL FL		FY20-CTAC-NEWBORN	3/10/2020	Check	10015	\$20,502.86
FE20	HEALTHY START OF NORTH CENTRAL FL		FY20-CTAC-NEWBORN	3/31/2020	Check	10018	\$20,572.27
OC19	MERIDIAN BEHAVIORAL HEALTHCARE INC		FY20-CTAC-MERIDIAN SED	1/6/2020	Check	10006	\$18,591.23
NV19	MERIDIAN BEHAVIORAL HEALTHCARE INC		FY20-CTAC-MERIDIAN SED	1/7/2020	Check	10006	\$28,331.78
1920-281	MERIDIAN BEHAVIORAL HEALTHCARE INC		FY20-CTAC-MERIDIAN SED	1/21/2020	Check	10010	\$23,732.67
1920-330	MERIDIAN BEHAVIORAL HEALTHCARE INC		FY20-CTAC-MERIDIAN SED	3/10/2020	Check	10016	\$21,655.10
1920-376	MERIDIAN BEHAVIORAL HEALTHCARE INC		FY20-CTAC-MERIDIAN SED	3/24/2020	Check	10019	\$21,726.27
1633622427	PUBLIX SUPER MARKETS INC		Childrens Trust Meeting December 9, 2019	12/20/2019	Check	10001	\$109.67
1634236065	PUBLIX SUPER MARKETS INC		Childrens Trust Meeting December 9, 2019	12/20/2019	Check	10001	\$33.48
1633194041	PUBLIX SUPER MARKETS INC		Childrens Trust Meeting December 9, 2019	12/20/2019	Check	10001	\$102.98
1606920379	PUBLIX SUPER MARKETS INC		Childrens Trust Meeting November 18, 2019	1/7/2020	Check	10004	\$157.51
OC19	THE CHILDREN'S HEALTH IMAGINATION LE		FY20-CTAC-CHILD CENTER	1/6/2020	Check	10008	\$22,209.56
NV19	THE CHILDREN'S HEALTH IMAGINATION LE		FY20-CTAC-CHILD CENTER	1/7/2020	Check	10008	\$16,727.65
DE19	THE CHILDREN'S HEALTH IMAGINATION LE		FY20-CTAC-CHILD CENTER	1/28/2020	Check	10012	\$23,136.76
JA20	THE CHILDREN'S HEALTH IMAGINATION LE		FY20-CTAC-CHILD CENTER	3/10/2020	Check	10017	\$24,381.85
FE20	THE CHILDREN'S HEALTH IMAGINATION LE		FY20-CTAC-CHILD CENTER	3/31/2020	Check	10020	\$21,863.10
12/7/19-12/10/19	THERESA JANE SULLIVAN		Travel Reimbursement - Executive Director Interview	1/10/2020	Check	10007	\$178.64
11/3/19-11/5/19	THOMAS TONKAVICH		Travel Rmbrsmnt-Florida Children's Council Legisla	1/13/2020	Check	10009	\$85.03
							<u>\$512,697.51</u>



Item:

Revised Proposal – Project Youth Build

Requested Action:

The Trust is asked to approve the revised proposal from Project Youth Build and amend the awards for RFA 20-937 to reflect the change.

Background

In the original response to RFA 20-937, while the cost of a van was included in the amount of \$24,500, it was miscategorized in the budget as an operating expense.

Attachments

RFA 20-937 Awards

Programmatic Impact:

None

Fiscal Impact:

Reduction in program funding of \$24,500

Increase in capital funding of \$24,500

Recommendation:

Staff recommends approval

Children's Trust of Alachua County
RFA 20-937 Capacity Increases Infrastructure Improvements to Programs Serving Youth
Final Awards

Agency	Program	Average Scores	Categories	Capital	Operational	Total Award
PACE Center for Girls Inc.	Pace Reach Community Counseling Services for Adolescent Girls	87.25	Diversion	\$0	\$111,832	\$111,832
Children Beyond our Borders	Optimizing the Impact of Health Fairs and Educational Programs Serving Hispanic Children in Alachua County	86.5	Health & Nutrition	\$0	\$14,909	\$14,909
University of Florida College of Nursing Faculty Practice Association, Inc.	Building Blocks for Health	86.5	Health & Nutrition	\$0	\$15,569	\$15,569
Cade Museum Foundation	Project 2 - Cade on the Road	86.5	Education & Literacy	\$76,000	\$28,960	\$104,960
Alachua County Sheriff's Office	The Sentinel Program	86.25	Diversion	\$54,000	\$59,995	\$113,995
City of Alachua	City of Alachua Youth Enrichment Services	86.25	Education & Literacy	\$0	\$135,002	\$135,002
FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	Project YouthBuild Parenting Program	85.25	Diversion	\$24,500	\$72,374	\$96,874
Univ of Florida	Univ of Florida College Reach-Out Program	84.5	Education & Literacy	\$0	\$20,824	\$20,824
City of Gainesville - Gainesville Police Department	RESET (Restoring Ex-offenders through Services, Education, and Training)	84.5	Education & Literacy	\$0	\$49,453	\$49,453
CDS Family & Behavioral Health Services, Inc.	Investing In Alachua's Rural Youth	84	Diversion	\$0	\$65,325	\$65,325
University of Florida College of Dentistry	Saving Smiles: An Innovative Partnership to Improve Community Oral Health	83.5	Health & Nutrition	\$0	\$73,437	\$73,437
Girls on the Run of Alachua County	Girls on the Run of Alachua County: Access and Inclusion	82.5	Social Emotional	\$0	\$7,007	\$7,007
Peaceful Paths, Inc.	Peaceful Paths Increasing Service Volume	82.25	Social Emotional	\$0	\$27,500	\$27,500
Gainesville Area Community Tennis Association, Inc. DBA Aces in Motion	Aces in Motion Literacy Initiative: Fit Lite Pilot Project	82.25	Health & Nutrition	\$0	\$28,266	\$28,266
Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program)	Youth Mental Health Support During After-School and Summer Programming	82.25	Social Emotional	\$0	\$80,275	\$80,275

Children's Trust of Alachua County
RFA 20-937 Capacity Increases Infrastructure Improvements to Programs Serving Youth
Final Awards

Agency	Program	Average Scores	Categories	Capital	Operational	Total Award
River Phoenix Center for Peacebuilding	Restorative Justice for Alachua Youth RJAY	81.75	Diversion	\$0	\$19,500	\$19,500
Gainesville Area Community Tennis Association, Inc. DBA Aces in Motion	Aces In Motion After-School Capacity Building	81.5	Education & Literacy	\$0	\$24,250	\$24,250
Cultural Arts Coalition	Cultural Arts Coalition Programs for Alachua County Youth	81.25	Education & Literacy	\$0	\$22,044	\$22,044
University of Florida Board of Trustees (for the Florida Museum of Natural History)	Inside Out! Expanding Florida Museum Science In-reach and Outreach to Underrepresented Youth	81.25	Education & Literacy	\$0	\$40,163	\$40,163
Planed Parenthood of South, East and North Florida (PPSENFL)	Healthy Teens	81	Social Emotional	\$0	\$25,000	\$25,000
United Church of Gainesville	Rawlings Elementary Food4Kids Backpack Program	79.75	Health & Nutrition	\$0	\$8,900	\$8,900
Girls Place, Inc.	ACHIEVE (Academic Counseling and Help Increasing Educational Victories Everyday)	79.25	Education & Literacy	\$0	\$22,403	\$22,403
Big Brothers Big Sisters of Tampa Bay, Inc.	Big Brothers Big Sisters of Alachua County	78.75	Diversion	\$0	\$29,554	\$29,554
Gainesville Police Department	HEROES Program (Help Empower Rebuild Overcome Educate & Succeed)	78.5	Education & Literacy	\$0	\$8,450	\$8,450
Boys & Girls Club of Alachua County	Project Learn	78	Education & Literacy	\$0	\$36,000	\$36,000
New Technology Made Simple Now Inc	New Tech Now STE2AM Engine Project	78	Education & Literacy	\$43,381	\$47,792	\$91,173
Kids Count in Alachua County, Inc.	Enhancing Children's Futures	77.25	Education & Literacy	\$40,000	\$26,032	\$66,032
United Way of North Central Florida	Family Literacy Project	77	Education & Literacy	\$0	\$5,812	\$5,812
United Church of Gainesville	Read To Win	77	Education & Literacy	\$0	\$43,823	\$43,823
Girls Place, Inc.	Transportation Collaborative	76.25	Education & Literacy	\$0	\$19,592	\$19,592
Junior Achievement of Tampa Bay	Junior Achievement Mobile JA BizTown	75.5	Education & Literacy	\$0	\$10,000	\$10,000

Children's Trust of Alachua County
RFA 20-937 Capacity Increases Infrastructure Improvements to Programs Serving Youth
Final Awards

Agency	Program	Average Scores	Categories	Capital	Operational	Total Award
Florida Organic Growers	Growing Greatness	74.75	Education & Literacy	\$0	\$11,704	\$11,704
RENAISSANCE JAX INC, D.B.A. SWAMPBOTS FTC 10497	SwampBots Community Based Robotics Pilot	74.5	Education & Literacy	\$0	\$31,380	\$31,380
National Alliance on Mental Illness (NAMI) - Gainesville Affiliate	Mental Health of Alachua County Children - Educate, Understand, & Support	74.25	Social Emotional	\$0	\$38,577	\$38,577
Mount Carmel Baptist Church Of Gainesville, Inc	The Academic Enrichment and Computer Science After School Program (AECS-ASP)	73	Education & Literacy	\$0	\$14,655	\$14,655
Bettering Out of School Time (BOOST) Project Alliance	Bettering Out of School Time (BOOST) Project Alliance	73	Education & Literacy	\$0	\$36,060	\$36,060
Manhood Youth Development Foundation, Inc.	Manhood Youth Development Foundation, Inc.	72.25	Social Emotional	\$0	\$22,500	\$22,500
Star Center Childrens Theatre	Star Center Summer and After-school Arts Academy	71.25	Social Emotional	\$15,000	\$45,284	\$60,284
City of Gainesville, Parks, Recreation and Cultural Affairs Department	Gainesville PRCA SkyBridge Computer Labs Expansion	71	Education & Literacy	\$0	\$14,802	\$14,802
City of Gainesville, Parks, Recreation and Cultural Affairs Department	PRCA Summer Camp Expansion	68.75	Education & Literacy	\$0	\$19,302	\$19,302
Vineyard Christian Fellowship of Gainesville, FL	The Bridge Community Center Literacy Program	68.75	Education & Literacy	\$40,000	\$37,690	\$77,690
Equal Access Clinic Network	Equal Access Clinic Network Pediatric Expansion Program	67.25	Health & Nutrition	\$0	\$7,475	\$7,475
Early Learning Coalition of Alachua County, Inc.	After-School Care for Children of Working Poor	67.25	Education & Literacy	\$0	\$47,400	\$47,400
Black on Black Crime Task Force	Black on Black Pineridge Community Center	62.75	Diversion	\$0	\$14,000	\$14,000
Together Gainesville	Collective Impact/Together Gainesville	62.5	Education & Literacy	\$0	\$25,500	\$25,500
Totals				\$292,881	\$1,546,367	\$1,839,248



TO: MEMBERS OF THE CHILDREN'S TRUST OF ALACHUA COUNTY
FROM: COLIN MURPHY, EXECUTIVE DIRECTOR
SUBJECT: EXECUTIVE DIRECTOR'S REPORT
DATE: APRIL 27, 2020

CTAC GOVERNANCE

TRUST MEMBER TERMS OF OFFICE

I spoke with one Trust member this month who was concerned about their term of office after receiving their appointment certificate from the Department of State. I asked Matt Guse, CEO of the Florida Children's Council, to follow up and get clarification. According to Makenzie Mahler, Director of Appointment in the Governor's office, Trust members terms are based on the January 1, 2019. The terms of office are as follows:

- Patricia Snyder 1/1/2023
- Nancy Hardt 1/1/2024
- Margarita Labarta 1/1/2023
- Karen Cole-Smith 1/1/2021
- Charles Lee Pinkoson 1/1/2022

MEETING MANAGEMENT AND POLICY AND POLICY AND PROCEDURE MANAGEMENT

This week I have procured meeting management and policies and procedures software from **Municodes**. The meeting management software will streamline the agenda preparation, minutes, and retention of those records. The policies and procedures software will allow the Trust to develop, publish (both internally and externally) all of our policies and procedures, track changes, and inventory the accompanying Trust action that authorized the policies. Both packages are designed to meet ADA compliance so they can be published the Trust website.

RENEGOTIATION OF CURRENT INTERLOCAL AGREEMENT

The Trust approved the ED to renegotiate the terms of the current interlocal agreement. This is currently in process and should be able to be presented to the Trust at one of the May Trust meeting.

ADMINISTRATIVE

LEASING SPACE

As I mentioned at the last meeting, I have identified potential space for the Trust staff to be housed for at least the next 2-3 years. The property is the former CRA building that was purchased by the Partnership for Strong Families. At this meeting I have asked the Trust to authorize me to begin to negotiate an agreement, which will be brought back to the Trust for approval at a later meeting. I am currently working with an office furniture vendor to make that the floor space will accommodate the present and future needs of the Trust.

STAFFING AND HUMAN RESOURCES

The *Finance and Administration Manager* is in the process completing screenings and will have a start date shortly. I will be re-advertising the *Executive Assistant* position. For this meeting, I have included some revised organizational charts based on feedback from the April 6th meeting. I would like to receive some additional feedback this meeting and should have job descriptions developed for the May meetings with approvals for positions to move forward on additional hiring this year and for inclusion in the 2020-2021 budget.

In addition, I am in the process of negotiating and executing an agreement with the Krizner Group out of Tallahassee to consult with the Trust on the development of human resource policies and procedures. The Krizner Group currently provides services to twenty-two counties within Florida and more than eighty Constitutional Offices.

INFORMATION TECHNOLOGY

Website:

I am currently working the Alachua County's Procurement Department to determine best procurement tool to procure a stand-alone Trust website.

IT Infrastructure

Once the Trust moves from County space at the Department of Health building to a new facility, the Trust will need the typical infrastructure that any stand-alone organization would need, including but not limited to: servers, email, back-up storage, security VPN access, phone services, printing and copying, etc. IT services could be managed by 1) Trust staff, 2) interlocal agreements, or 3) an outside vendor. I am currently considering each option and discussing with our legal counsel the extent to which the Trust has the authority to use option 3.

PROGRAMS

Status of Contracts

As of 4.20.20, 15 contracts have been fully executed. See the attached report for details.

DCF Title XIX and IV-E Waiver Agreement

Section 409.26731, Florida Statutes, establishes the authority of the department to certify publicly appropriated local funds as state match for eligible Title XIX and Title IV-E expenditures. Through this process, referred to as the Local Match Initiative, the Department of Children and Families can enter into an Interagency Agreement with publicly funded organizations. The process for claiming Federal reimbursement begins through an Interagency Agreement with the DCF. The agreement must outline the salaries, benefits, and associated costs incurred in the delivery of allowable maintenance, administration, or training costs for Title IV-E or allowable Medicaid administration costs. The scope of the services and how the costs will be properly allocated must be identified with an estimate of reimbursements to be claimed. While this process seems straightforward, there are many nuances to Title IV-E which require significant negotiating with DCF. In many incidences it involves ongoing training and technical assistance.

In an effort for the DCF to obtain adequate budget authority in upcoming years to present to the legislature, they must obtain an estimate of the pass-through funding to the entity incurring the cost beginning in State Fiscal Years 2020-2021 and 2021-2022.

I have asked the Trust to authorize me to provide a completed ***Notice to Explore or Decision to Claim Title IV-E Reimbursement*** no later than May 30, 2020. It's possible that certain program costs – for example the Family Support Facilitators – eligible for some of these funds. This notice will allow DCF to provide the Trust with the type of costs that are Title IV-E allowable and will provide pertinent information for the department to move forward.

COVID-19

The Trust asked for a breakdown of the current status of Trust programming as given the pandemic. A completed report will be provided at the May 4th meeting. A preliminary summary has been included below, The emerging themes are as follows:

- Most programs have experienced delays.
- Many programs have been able to adapt and provide programming virtually or are retooling their service delivery to provide programming virtually.
- Many programs will serve less children, and may have to serve less students once regular programming resumes as long as social distancing guidelines continue.
- Most programs intend to ask for an extension into next year and believe an extension would be helpful.

Furthermore, the COVID-19 pandemic has made fingerprinting for Level II background screening – fingerprinting -- difficult to complete. This was causing shortages of employees in mental health and substance abuse facilities and, as a result, DCF issued an emergency order

allowing employees to begin working without the completed screening. We have had at least one agency ask for some leeway as they recruit mentors.

Florida Children's Councils

Members of the FCC discuss the response to COVID- 19 weekly. Several CSCs (Palm Beach, Martin, and St. Lucie) are participating in funding collaboratives (i.e, a shared application) with their Community Foundation, as well as other funders. I was also asked about what the smaller CSCs have done. St. Lucie County reported that they have adjusted their strategies by:

- Planning on building COVID-19 funding into budget for next year.
- Spent an additional \$150k on basic needs this year, and \$300k are anticipated for next year.
- Summer camp funds are being swept into COVID-19 response.
- \$30k granted to maintain payroll for mental health provider; part of their budget has been private insurance and Medicaid. The agency has applied for CARES funding

BUDGET AND FINANCE

Financial Report

2nd Quarter report and YTD report was included in the Consent Agenda. Collections seem to have slowed. I hope to have more information by the next meeting. Other CSCs have experienced the same trend.

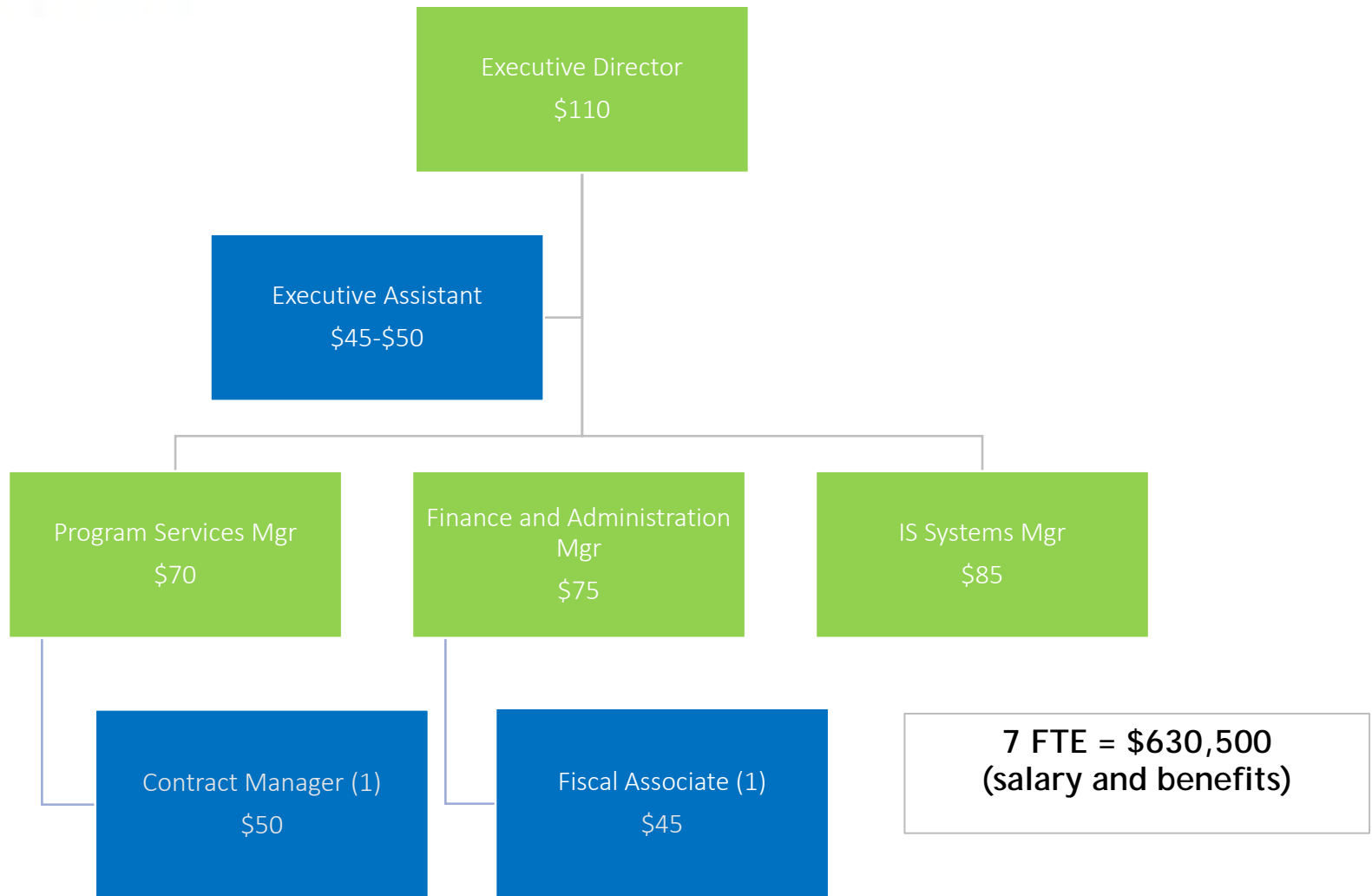
Fees to the Property Appraiser

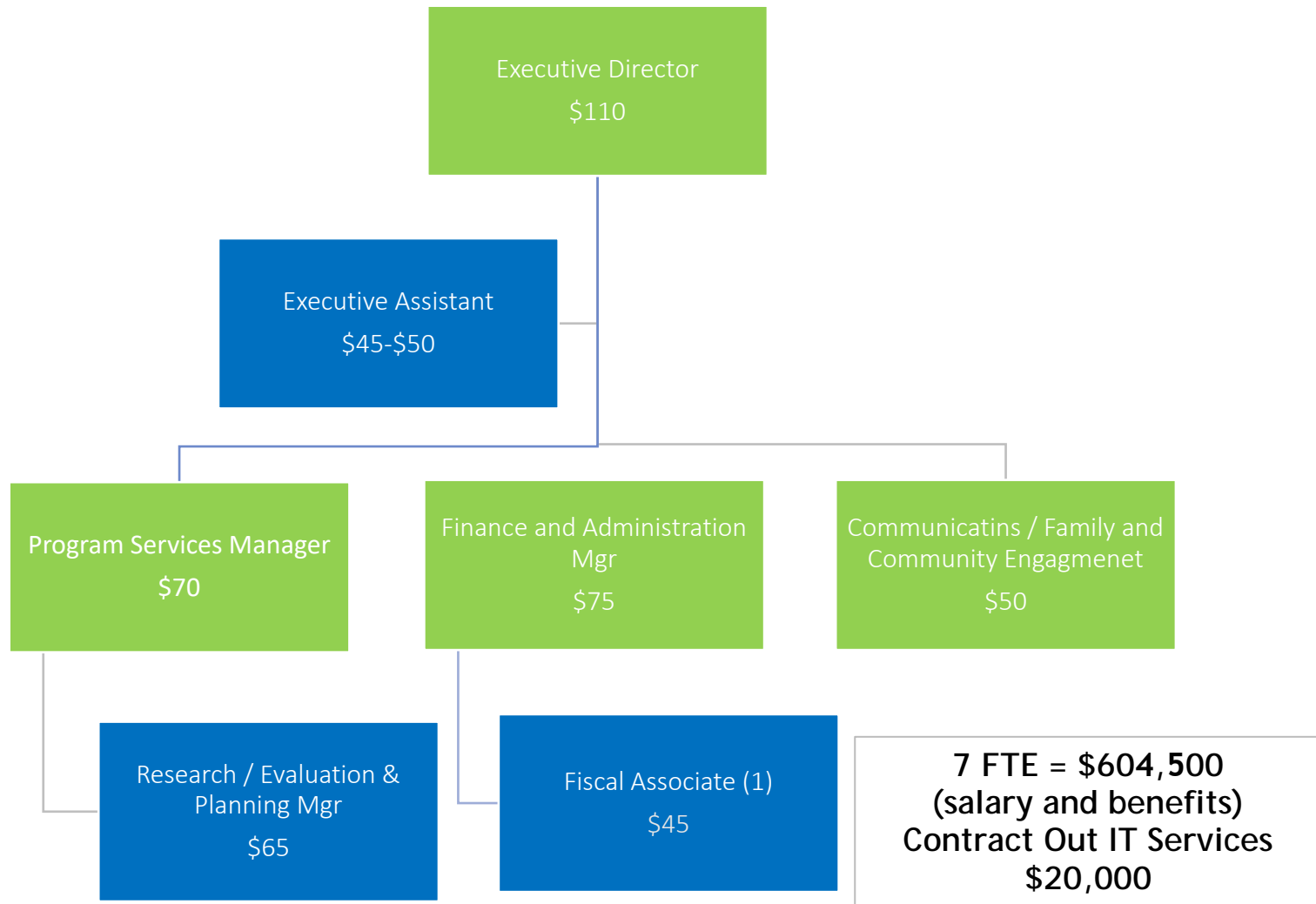
The Trust received an invoice from the Property Appraiser's for billing from the 3rd quarter. The Property Appraiser also informed me that they had not received payment for quarters 1 or 2. According to F.S. 192.091 (1) (b) *"Each such taxing authority shall be billed an amount that bears the same proportion to the total amount of the budget as its share of ad valorem taxes bore to the total levied for the preceding year."* This amounts to approximately \$140,000 that was inadvertently left out of the budget approved for FY 2019-2020.

2020-2021 Property Values and Budget

Estimates for property values are due from the Property Appraiser to the Trust on June 1. According to the Property Appraiser's office, property values for that estimate are based on the values on January 1, 2020. One Trust member asked about the impact of the COVID-19 pandemic on the Trust's 2020-2021 revenue. The short answer is that, while the future is unknown, it could be the case that the impact is not felt until FY 2021-2022. One factor that may impact next year's budget would be the collection rates if the economy continues to struggle. The Trust budgeted for a 95% collection rate this year. Collection rates are usually a bit higher, however, lower rates would impact the Trust's budget going forward.

We are on schedule to have a budget approved in time to transmit to the Board of County Commissioners by July 1, 2020.





Contract Search Results - 4/20/2020 12:54:36 PM UTC

2020 CTAC Agreement with United Way Family Literacy	3/1/2020	9/30/2020 Active	5812
2020 CTAC Agreement with Girls on the Run of Alachua County	3/1/2020	9/30/2020 Active	7007
2020 CTAC Agreement with River Phoenix Center for Peacebuilding	3/1/2020	9/30/2020 Active	19500
2020 CTAC Agreement with Girls Place Inc ACHIEVE	3/1/2020	9/30/2020 Active	22403
2020 CTAC Agreement with Gainesville Area Tennis Association Inc dba Aces In Motion Capacity Building	3/1/2020	9/30/2020 Active	24250
2020 CTAC Agreement with Gainesville Area Community Tennis Association Inc dba Aces In Motion Fit Lite	3/1/2020	9/30/2020 Active	28266
2020 CTAC Agreement with Big Brothers Big Sisters of Tampa Bay Inc.	3/1/2020	9/30/2020 Active	29554
2020 CTAC Agreement with National Alliance on Mental Illness (NAMI) Gainesville Affiliate	3/1/2020	9/30/2020 Active	38577
2020 CTAC Agreement with United Church of Gainesville Read To	3/1/2020	9/30/2020 Active	43823
2020 CTAC Agreement with Early Learning Coalition of Alachua County Inc.	3/1/2020	9/30/2020 Active	47400
2020 CTAC Agreement with Star Center Childrens Theatre	3/1/2020	9/30/2020 Active	60284
2020 CTAC Agreement with CDS Family & Behavioral Health Sciences Inc.	3/1/2020	9/30/2020 Active	65325
2020 CTAC Agreement with Kids Count In Alachua County, Inc	3/1/2020	9/30/2020 Active	66032
2020 CTAC Agreement with Vineyard Christian Fellowship of Gainesville FL	3/1/2020	9/30/2020 Active	77690
2020 CTAC Agreement with Cade Museum Foundation	3/1/2020	9/30/2020 Active	104960
2020 CTAC Agreement with Alachua County Sheriff's Office	3/1/2020	9/30/2020 Active	113995
2020 CTAC Agreement with Florida Organic Growers		CAO ATF Review	11704
CTAC 2020 Agreement with Boys and Girls Clubs of Northeast Florida, Inc.		CAO ATF Review	36000
2020 CTAC Agreement with Planned Parenthood of South Florida and the Treasure Coast, Inc. dba Planned Parenthood of South, East and North Florida		CAO Draft Review	25000
2020 CTAC Agreement with Renaissance Jax Inc dba Swampbots FTC 10497		CAO Draft Review	31380
2020 CTAC Agreement with United Way BOOST Project		CAO Draft Review	36060
2020 CTAC Agreement with PACE Center For Girls Inc.		CAO Draft Review	111832
2020 CTAC Agreement with Junior Achievement of Tampa Bay		Department Concurrence	10000
2020 CTAC Agreement with FL Institute for Workforce Innovation Inc dba Project YouthBuild		Department Concurrence	96874
2020 CTAC Agreement with University of Florida Reach Out		Held	20824

Contract Search Results - 4/20/2020 12:54:36 PM UTC

2020 CTAC Agreement with New Technology Made Simple Now Inc		Pending	91173
2020 CTAC Agreement with Equal Access Clinic Network		Route to Counterparty	7475
2020 CTAC Agreement with GPD HEROES		Route to Counterparty	8450
2020 CTAC Agreement with United Church of Gainesville		Route to Counterparty	8900
2020 CTAC Agreement with Black on Black Crime Task Force		Route to Counterparty	14000
2020 CTAC Agreement with COG Parks Skybridge		Route to Counterparty	14802
2020 CTAC Agreement with Children Beyond Our Borders		Route to Counterparty	14909
2020 CTAC Agreement with University of Florida College of Nursing Faculty Practice Association, Inc.		Route to Counterparty	15569
2020 CTAC Agreement with COG Parks Summer Camp Expansion		Route to Counterparty	19302
2020 CTAC Agreement with Girls Place Inc. Transportation Collab		Route to Counterparty	19592
2020 CTAC Agreement with Cultural Arts Coalition		Route to Counterparty	22044
2020 CTAC Agreement with Manhood Youth Development Foundation Inc.		Route to Counterparty	22500
2020 CTAC Agreement with Together Gainesville		Route to Counterparty	25000
2020 CTAC Agreement with Peaceful Paths, Inc		Route to Counterparty	27500
2020 CTAC Agreement with University of Floriday Board of Trustees (For the Florida Museum of Natural History)		Route to Counterparty	40163
2020 CTAC Agreement with GPD RESET		Route to Counterparty	49453
2020 CTAC Agreement with University of Florida College of Dentistry		Route to Counterparty	73437
2020 CTAC Agreement with Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program)		Route to Counterparty	80275
2020 CTAC Agreement with City of Alachua		Route to Counterparty	135002
Contract Title	Effective Date	Expiration Date	StatusName
			Contract Amount



FY 20 Agenda Items

Item	6-Apr	27-Apr	4-May	18-May	1-Jun	15-Jun	6-Jul	3-Aug	17-Aug	14-Sep	21-Sep
Organizational Chart	X	X	X	X	X	X					
Budget			X	X	X	X					X
Procurement Policies											
TRIM										X	X
General Board Policies							X				
HR Policies											
Program Funding Policies											
Report from Technical Advisory Committee				X							
Short-Term Location		X									
Long-Term Location											
Extension of Contracts from RFA 20-937									X	X	X
Interlocal Agreement for FY21				X			X				X
Website	X										
SME / System Lead Child Welfare											
SME / System Lead Juvenile Justice											
SME / Sytem Lead Early Learning											
SME / Sytem Lead Mental Health											
SME / System Lead - Public Schools											
SME / System Lead - Public Health											
SME / Sytems Lead - College and Career Readiness											



Item:

Authority to Pursue a Lease Agreement
for Office Space at 802 NW 5th Ave

Requested Action:

The Trust is asked to authorize the Executive Director to negotiate a lease agreement with Solution Management Services for Children for office space at 802 NW 5th Avenue, Gainesville, FL 32601.

Background

The Trust is seeking office space to accommodate additional staff. Solutions Management Services has offered approximately 2400 square feet at 802 NW 5th Avenue per the terms outlined in the letter from Stephen Pennypacker dated April 14, 2020.

This action will permit the Executive Director to negotiate terms of a lease per the specifications outlined. The final lease agreement will be presented to the Trust for approval once completed.

Attachments

Letter from Stephen Pennypacker

Programmatic Impact:

None

Fiscal Impact:

None

Recommendation:

Staff recommends approval



Service Management Solutions for Children
5950 NW 1st Place, Suite A, Gainesville, FL 32607

April 14, 2020

Colin Murphy
Executive Director
Children's Trust of Alachua County
P.O. Box 5669, Gainesville, FL 32627
218 SE 24th St., Gainesville, FL 32641

Proposal to Lease Office Space at 802 NW 5th Avenue

Colin,

As we discussed through e-mail, I am writing to make a formal offer to lease to the Children's Trust of Alachua County the ground floor (2,415 square feet) of the building located at 802 NW 5th Avenue, Gainesville, Florida. The terms of the lease would be as follows:

Length of the lease: twenty-four (24) months with option to renew for an additional twelve (12) months

Rent: \$3,200 per month, plus any sales tax due on the rent. One month deposit in advance.
Rent is due on the first of the month, late on the 5th, interest of 5% on late rent.

Included in rent:

Utilities: electric, water, sewer, garbage pick-up

Use of common areas: parking, sidewalks, stairwells, landscaped areas.

Maintenance: Air conditioning and heating, weekly cleaning, pest control, maintenance of the exterior including landscape and parking lot.

Furniture: Sufficient furniture for three office set-ups including desk and chair. Other furnishings to be negotiated.

Tenant's Obligations: Standard clauses relating to alternations or damages to the premises, maintenance of sufficient premises and liability insurance, repossession in the event of default, indemnification for negligence or intentional acts, attorney's fees in the event of litigation, venue in Alachua County, waiver of jury trial.

Date of Occupancy: To begin upon execution of the lease. Property is available now.

Please let us know if you have any questions or need additional clarification of any of the above.

We are excited about the possibility of having the Children's Trust as a tenant.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stephen Pennypacker', with a stylized, flowing script.

Stephen Pennypacker,
CEO

This Office Property is no longer advertised on LoopNet.com.

802 NW 5th Ave

Gainesville, FL 32601 · Office For Sale



INVESTMENT HIGHLIGHTS

Office building for sale or lease

THE OFFERING

Property Type	Office
Building Size	5,334 SF
Building Class	B

Year Built	2010
Price	Upon Request
Tenancy	Multiple
Building Height	2 Stories
Typical Floor Size	2,667 SF
Slab To Slab	8'
Building FAR	0.87
Land Acres	0.14 AC
Zoning	MU1
Parking	12 Spaces (3.53 Spaces per 1,000 SF Leased)

Listing ID: 16666026

Date Created: 7/19/2019

Last Updated: 4/6/2020

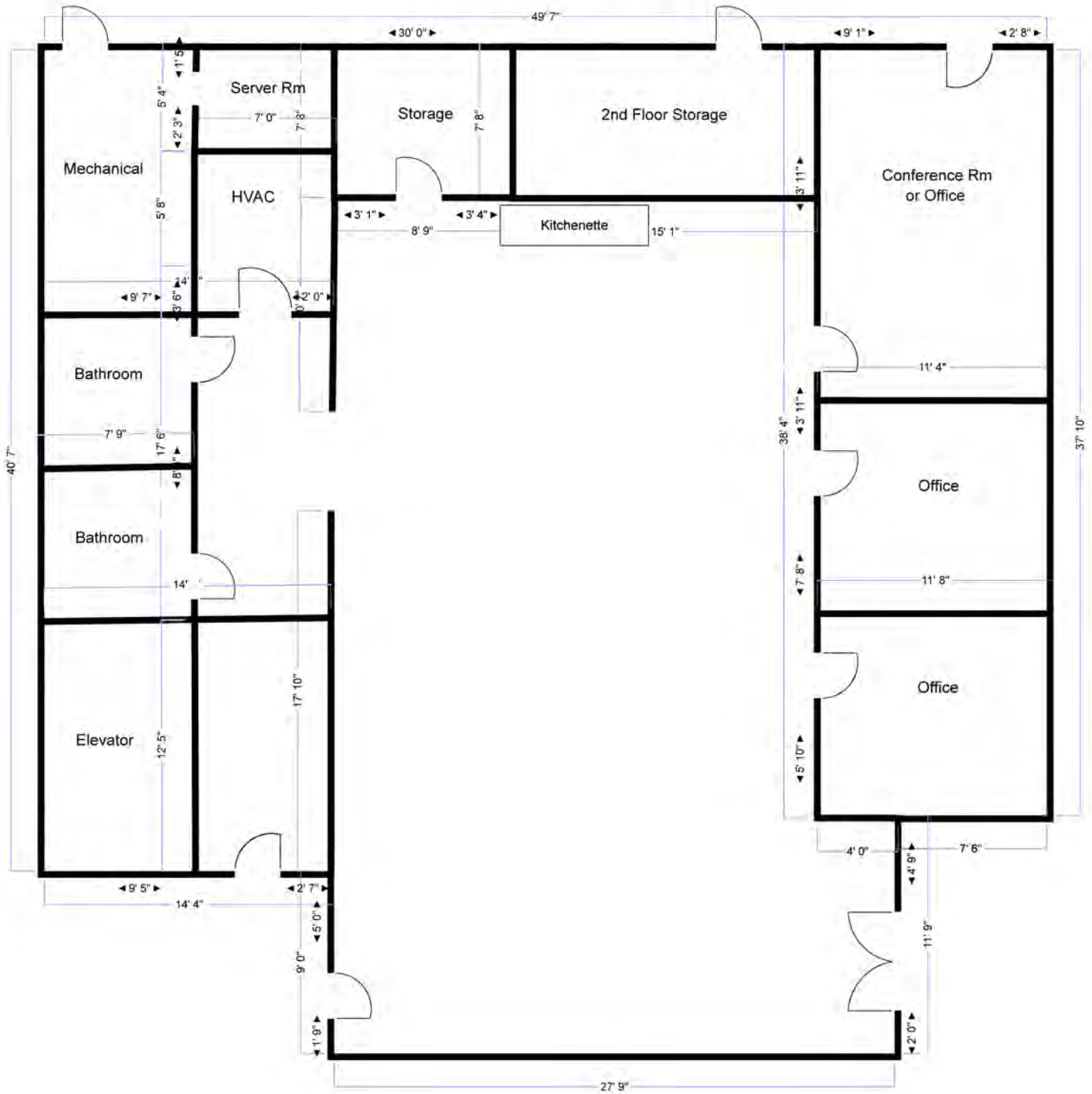
ABOUT 802 NW 5TH AVE GAINESVILLE, FL 32601

Award-winning, LEED certified office building available for sale at the corner of NW 5th Avenue and NW 8th Street in Gainesville, FL.

This building is located less than one mile from the University of Florida, Gainesville's Innovation District, and downtown Gainesville. This office building is also available for lease.

This two-story, energy efficient office building features an elevator, private offices, conference rooms, flexible layout options, lots of natural light, and nine foot ceilings.

802 NW 5th Ave, Gainesville, FL 32601 Suite 100





.Item:

Notice to Explore or Decision
to Claim Title IV-E Reimbursement

Requested Action:

The Trust is asked to authorize the Executive Director to submit a *Notice to Explore or Decision to Claim Title IV-E Reimbursement* with DCF. The final agreement will be submitted to the Trust for approval.

Background

Section 409.26731, Florida Statutes, establishes the authority of the department to certify publicly appropriated local funds as state match for eligible Title XIX and Title IV-E expenditures. Through this process, referred to as the Local Match Initiative, the Department of Children and Families can enter into an Interagency Agreement with publicly funded organizations. The process for claiming Federal reimbursement begins through an Interagency Agreement with the DCF. The agreement must outline the salaries, benefits, and associated costs incurred in the delivery of allowable maintenance, administration, or training costs for Title IV-E or allowable Medicaid administration costs. The scope of the services and how the costs will be properly allocated must be identified with an estimate of reimbursements to be claimed. While this process seems straightforward, there are many nuances to Title IV-E which require significant negotiating with DCF. In many incidences it involves ongoing training and technical assistance.

In an effort for the DCF to obtain adequate budget authority in upcoming years to present to the legislature, they must obtain an estimate of the pass-through funding to the entity incurring the cost beginning in State Fiscal Years 2020-2021 and 2021-2022.

The *Notice to Explore or Decision to Claim Title IV-E Reimbursement* is due no later than May 30, 2020. It's possible that certain program costs – for example the Family Support Facilitators – eligible for some of these funds. This notice will allow DCF to provide the Trust with the type of costs that are Title IV-E allowable and will provide pertinent information for the department to move forward.

Attachments

Notice to Explore or Decision to Claim Title IV-E Reimbursement

Programmatic Impact:

None

Fiscal Impact:

None

Recommendation:

Staff recommends approval

Notice of Explore or Decision to Claim Title IV-E Reimbursement

Agency/Organization: _____

Contact Person:

Email: _____ Telephone Number: _____

Brief Description of legal services provided, and to whom:

How is the agency/organization funded (State general revenue, fee or fine revenues)?

Are you planning to expend budget that is already authorized by the Legislature?

Estimates of available funding spent for quality legal representation for:

State Fiscal Year 2020 – 21 \$ _____

State Fiscal Year 2021-22 \$ _____

Additional Information:

Title IV-E Allowable Maintenance Costs

Title IV-E maintenance costs are those costs associated with and made on behalf of a Title IV-E eligible child. In order for a maintenance cost to be reimbursable, it must meet the following criteria:

- a) Costs must be paid through public funds that are not already being used to earn any other federal program dollars.
- b) Costs to be claimed must be made as an individual case payment transaction for a child who is Title IV-E eligible. To be eligible for reimbursement a cost must be linked directly to an identified child (using a case number, FSFN number, or Social Security number) who is eligible for IV-E during the month the cost is incurred. The cost must be claimed in the month the cost is incurred, not the payment month.
- c) Costs must be for allowable maintenance expenditures that are eligible for Title IV-E reimbursement. Examples of the types of maintenance costs that are reimbursable may include, but not be limited to:
 - 1. Food;
 - 2. Clothing;
 - 3. Shelter;
 - 4. Daily supervision, including day care;
 - 5. School supplies; and
 - 6. Child's personal incidentals, including:
 - a. Graduation expenses (cap, gown, class ring, senior trip);
 - b. Sports lessons, equipment, and travel (school team or specialized lessons);
 - c. Dance lessons, horseback riding lessons, gymnastics training, cheerleading;
 - d. Infant and toddler supplies (e.g. high chairs, diapers, special formulas);
 - e. Personal hygiene items, cosmetics, over the counter medications, and special dietary foods; and
 - f. Fees related to activities, such as Boy/Girl Scouts.
- d) Liability insurance with respect to a child.
- e) Reasonable travel for the child's visitation with parents, siblings, and relatives.
- f) Reasonable travel to the child's school of origin prior to removal, including foster parent attendance to conference at school.
- g) In the case of institutional care, such term shall include the reasonable costs of administration and operation of such institution as are necessarily required to provide the above items.

ATTACHMENT B
Title IV-E
Allowable Administrative Costs

The costs associated with the provision of administrative services to children, families, caregivers, and foster parents are defined in the Children's Bureau's CWPM. Title IV-E administrative costs may be provided either specifically on behalf of a Title IV-E eligible child or provided to the child welfare population. The costs are distributed based on the Title IV-E eligibility rates.

- a) Title IV-E foster care adoption administrative costs must be closely associated with the following allowable activities set forth in 45 CFR 1356.60(c):
 - 1) Referral to services;
 - 1) Preparation for and participation in judicial determinations;
 - 2) Placement of the child;
 - 3) Development of the case plan;
 - 4) Case reviews;
 - 5) Case management and supervision;
 - 6) Recruitment and licensing of foster homes and institutions;
 - 7) Rate setting;
 - 8) A proportionate share of related agency overhead; and
 - 9) Costs related to data collection and reporting.

- b) Additional Title IV-E foster care administrative costs specified in the CWPM, Section 8.1B Title IV-E, Administrative Functions/Costs, Allowable Costs – Foster Care Maintenance Payments Programs may include:
 - 1) Preplacement administrative costs (inclusive of those listed above) that are provided to children at imminent risk of removal from the parents and placed in the foster care system;
 - 2) Title IV-E eligibility determinations;
 - 3) Completing a case assessment in the context of case planning that addresses psychological, developmental, behavioral, and education factors to explore underlying issues such as family violence or substance abuse and examining the child and family's needs, strengths, resources, and existing support systems; and
 - 4) Independent legal representation by an attorney for a child who is a candidate for Title IV-E foster care or in foster care and his/her parent in the preparation and participation in all legal proceeding

- c) Additional Title IV-E adoption administrative costs specified in the CWPM, Section 8.1A, Title IV-E, Administrative Functions/Costs, Allowable Costs – Adoption Assistance may include:
 - 1) Recruitment of adoptive homes;
 - 2) Placement of the child in the adoptive home;

- 3) Case review and case management conducted during a specific preadoptive placement for children who are legally free for
- 4) adoption;
- 5) Case management and supervision prior to a final decree of adoption;
- 6) Completion of home studies; and
- 7) Activities related to post-finalization, such as:
 - a. Fair hearings and appeals;
 - b. Management of the adoption subsidy;
 - c. Review and negotiation of the adoption assistance agreement; and
 - d. Case management performed to implement an adoption assistance agreement.

ATTACHMENT C

Child Welfare Policy Manual, 8.1.H

Question 8.

What are the Title IV-E training topics that the State may claim at the enhanced Federal financial participation rate under section 474 (a)(3)(A) and (B) of the Social Security Act and 45 CFR 1356.60(b)?

Answer

In general, the training topics must be closely related to one of the examples cited in 45 CFR 1356.60(c)(1) and (2) as allowable administrative activities under the Title IV-E program. The regulatory examples of allowable activities include:

- Eligibility determinations and re-determinations
- Fair hearings and appeals
- Rate setting
- Referral to services
- Preparation for and participation in judicial determinations
- Placement of the child
- Development of the case plan
- Case reviews
- Case management and supervision
- Recruitment and licensing of foster homes and institutions

Additional examples of allowable administrative activities specifically applicable to the Title IV-E adoption assistance program include, but are not limited to:

- Grievance procedures
- Negotiation and review of adoption assistance agreements
- Post-placement management of subsidy payments
- Home studies
- A proportionate share of the development and use of adoption exchanges

There are many training topics that are closely related to these Title IV-E allowable activities that the State may train its workers on and claim at the 75 percent rate. The following are some examples:

- Social work practice, such as family centered practice and social work methods including interviewing and assessment.
- Cultural competency related to children and families.
- Title IV-E policies and procedures.

- Child abuse and neglect issues, such as the impact of child abuse and neglect on a child, and general overviews of the issues involved in child abuse and neglect investigations, if the training is not related to how to conduct an investigation of child abuse and neglect.
- Permanency planning including using kinship care as a resource for children involved with the child welfare system.
- General substance abuse, domestic violence, and mental health issues related to children and families in the child welfare system, if the training is not related to providing treatment or services.
- Effects of separation, grief and loss, child development, and visitation.
- Communication skills required to work with children and families.
- Activities designed to preserve, strengthen, and reunify the family, if the training is not related to providing treatment or services.
- Assessments to determine whether a situation requires a child's removal from the home, if the training is not related directly to conducting a child abuse and neglect investigation. Training on how to conduct specialized assessments such as psychiatric, medical or educational assessments are not permitted.
- Ethics training associated with a Title IV-E State plan requirement, such as the confidentiality requirements in section 471(a)(8) of the Act.
- Contract negotiation, monitoring or voucher processing related to the IV-E program.
- Adoption and Foster Care Analysis and Reporting System (AFCARS), Statewide Automated Child Welfare Information System (SACWIS) or other child welfare automated system functionality that is closely related to allowable administrative activities in accordance with 45 CFR 1356.60(d) that the State has chosen to claim as Title IV-E training rather than as SACWIS developmental or operational costs (see AT-ACF-OISM-001).
- Independent living and the issues confronting adolescents preparing for independent living consistent with section 477(b)(3)(D) of the Act and the Child Welfare Policy Manual (CWPM), Section 3.1H, Q/A #1.
- Foster care candidate determinations and pre-placement activities directed toward reasonable efforts in 471(a)(15), if the training is not related to providing a service.
- Training on referrals to services, not how to perform the service.

General training topics that the State may claim as a Title IV-E administrative costs at the 50 percent match rate include, but are not limited to:

- State agency personnel policies and procedures
- Job performance enhancement skills (e.g., writing, basic computer skills, time management)
- First aid, CPR, or facility security training
- General supervisory skills or other generic skills needed to perform specific jobs

- Ethics unrelated to the Title IV-E State plan
- Team building and stress management training
- Safe driving
- Worker retention and worker safety

Non-reimbursable Expenditures

The following expenditures are not Title IV-E reimbursable:

- a) Medical or psychological treatment or therapy.
- b) School tuition.
- c) Transportation to a new school when placement in school of origin is unavailable.
- d) Social services, such as individual, family or group counseling, homemaker services, parenting classes, anger or behavior management counseling, substance and family violence therapy or treatment.
- e) Medical services.



Remzey Samarrai, Chair

GreenScapes Property

Dr. Karen Bennett

Santa Fe Little School

Patrick Bizub

Shadow Health

Dr. Wendy Cheyney

Educational Consultant

Rev. George Dix

Cuddly Kids Academy

Diana Duque

Alachua County Health

Department

Laura Gillman

Austin, Gillman & Lovano,

P.L.L.C

Lieba Gouin

O2B Kids

Donna Jones

Alachua County Public

Schools

Debby Knopf

CenterState Bank Advisory

Board

Phyllis Marty

Career Source NCF

Colin Murphy

Children's Trust of Alachua

County

Chris Picou

Red Robin Gourment Burgers

David Rountree

Meridian Behavioral Healthcare

Dr. Patricia Snyder

University of Florida

Natalie Strappy

Alachua County Public

Schools

Cheryl Twombly

DCF

Michael Williams

CenterState Bank

Jacki Hodges

Chief Executive Officer

April 3, 2020

Dear Early Learning Advocates and Community Leaders,

The Early Learning Coalition of Alachua County (ELCAC) would like to take a moment to share a few updates with you. We are working with The Children's Trust to provide additional services to families with incomes between the 150-185% Federal Poverty Level currently working in essential service positions during this COVID-19 Pandemic.

Our ELC Executive Committee Board approved a \$50 per day stipend to our providers that have voluntarily stayed open to further assist our families in the community. Providers can use these funds in their centers to replenish much needs supplies to help maintain the top-quality services they give. Allocation is based on funding availability and \$100,000 has been approved.

We have also partnered with the United Way of North Central Florida and received funding to provide cleaning/sanitation supplies to assist childcare centers that remain open to serve children and support working families in desperate need of care at this time. We understand that these materials will be incredibly hard to find at this time, but we are committed to do our best to meet their needs. If you know a connection or donor in our community that may be able to assist in these efforts, please have them contact the ELCAC.

Lastly, we are fully aware that our community and childcare providers need as much assistance as we can provide due to the everchanging nature of our nation right now. While our office remains closed, we are fully functioning remotely. Our Family Services Department is working tirelessly to assist parents with any questions they may have, assist with obtaining care and redetermining care for families currently using our services, updating our social media pages to keep the families well informed and providing extended learning activities via our social media pages for families who are at home with their children. Our Programs Department is sending out updates for providers as they are received from the state, answering any calls or emails regarding the changes in effect from COVID-19, working to provide support to staff via telecommunication and phone calls, while also working to gather essential supplies needed.

We would be greatly appreciative if you could share this information throughout our community. Please let us know how we can collaborate during this crisis by emailing me at at jhodges@elcalachua.org.

Sincerely,

Jacki Hodges

Jacki Hodges
CEO

REI Trainings at SF

Racial Equity Workshops

Schedule

Workshop	Date	Time	Location	Cost	Registration
Groundwater	April 20, 2020	8:00 a.m.-11 a.m.	Online	Free	Full
Groundwater	May 6 2020	8:30 a.m.- 11:30 a.m.	Online	\$49	Register Here
Groundwater	June 9, 2020	8:30 a.m.-11:30 a.m.	Online	\$49	Register Here

***All Groundwater workshops have been moved online due to the coronavirus pandemic. Phase I trainings are postponed until further notice.**

Past Workshops:

- **Groundwater:** February 21, 2020 at SF Northwest Campus
- **Groundwater:** December 2, 2019 at the Andrews Center
- **Groundwater:** May 29, 2019 at Mt. Moriah Baptist Church
- **Groundwater:** April 10, 2019 at Matheson Museum
- **Phase I training:** May 30 - 31, 2019 at Mt. Moriah Baptist Church

Workshop Descriptions

Understanding Racial Inequity: A Groundwater Approach

This workshop is an interactive presentation on the nature and impact of structural racism and what it looks like across institutions. We examine narratives around racial disproportionality and make use of compelling research data to illustrate the systemic nature of racism and the fallacy of typical explanations like poverty, education, social class, individual behavior, or cultural attributes that often get associated with particular racial groups. Before addressing racial inequity or perceived acts of discrimination or oppression it is critical to understand what institutional racism looks like and the devastating impact it wields on our nation's people, economy and social institutions. The Groundwater Approach teaches how to use data to measure the systemic impact of racism and to track institutional change.

REI0001.1F6

Wed., May 6, 8:30 a.m.—11:30 a.m.

Instructor: Multiracial Team of Trainers

Online

FEE \$49

REI0001.1F7

Tue., June 9, 8:30 a.m.—11:30 a.m.

Instructor: Multiracial Team of Trainers

Online

FEE \$49

NOTE: This 3-hour workshop is led by a multiracial team of trainers.

Racial Equity Workshop

Even those who are concerned about racial disparities in all American systems and institutions are challenged in their understanding of how racism remains alive and well, advantaging some while harming others. The Racial Equity Institute's (REI) two-day Phase I training is designed to develop the capacity of participants to understand racism in its institutional and structural forms. Moving the focus from individual bigotry and bias, the REI Phase I workshop presents an historical, cultural, structural and institutional analysis of racism. With a clear understanding of how institutions, systems, and culture are producing unjust and inequitable outcomes, participants are better equipped to work for change. Phase I builds the capacity of participants to identify the root causes of disparity and establish goals and strategies based on that deeper understanding. Participants develop an analysis of institutional racism that helps their organization develop a common understanding of the problem and a common language to address it. This paradigm shifting experience redefines issues of equity as they manifest in systems and institutions today and the attendant actions of individuals who seek to address them.

****Phase I Racial Equity Workshops are postponed until further notice due to the Coronavirus Pandemic.****

Instructor: Multiracial Team of Trainers

FEE \$295

NOTE: This workshop comprises two full days of training and is led by a multiracial training team. Lunch, snacks and beverages will be provided.

To register, go to [Racial Equity Workshop Registration](#), or call 352-395-5193.

APR 14 2020

DCF Department Clerk

STATE OF FLORIDA
DEPARTMENT OF CHILDREN AND FAMILIES

**IN RE: EMERGENCY SUSPENSION OF
STATUTES REGARDING BACKGROUND
SCREENING IN SUBSTANCE ABUSE AND
MENTAL HEALTH FACILITIES, IN
RESPONSE TO COVID-10, A PUBLIC
HEALTH EMERGENCY.**

RENDITION NO.: DCF-20-074EO

EMERGENCY ORDER

WHEREAS, on March 1, 2020, Governor of Florida Ron DeSantis issued Executive Order number 20-51 directing the Florida State Health Officer and Surgeon General to declare a Public Health Emergency for COVID-19; and

WHEREAS, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, on March 9, 2020, Governor DeSantis issued Executive Order 20-52 declaring a state of emergency in the State of Florida due to the immediate danger to the public health, safety and welfare created by COVID-19; and

WHEREAS, due to the effects of COVID-19, the state is experiencing a shortage of workers at the substance abuse and mental health facilities; and

WHEREAS, due to the outbreak of COVID-19, Livescan fingerprinting locations are closing and workers are unable to get the necessary Level 2 Background Screenings, pursuant to section 435.04 Florida Statutes; and

WHEREAS, as Secretary of the Department of Children and Families (Department), I am responsible for meeting the dangers presented to this agency and the people we serve by this emergency.

NOW, THEREFORE, I, CHAD POPPELL, as Secretary of the Department, by virtue of the authority vested in me by section 20.19, Florida Statutes, and Executive Orders 20-51 and 20-52 issued by Governor DeSantis, and all other applicable laws, promulgate the following Emergency Order to take immediate effect:

Section 1. In exercising my authority as Secretary of the Department, and only to the extent necessary to respond to this emergency, I hereby promulgate the following:

A. For purposes of preparing for, responding to, and mitigating any effect of COVID-19, for a period coterminous with the Governor's Executive Order 20-52, sections 110.1127(2)(a) & (c), 394.4572(1)(a), 397.4073(1)(a), 397.487(6), and 397.4871(5), Florida Statutes, are hereby temporarily suspended for anyone who is unable to obtain a Level 2 Background Screening due to closures of Livescan fingerprinting vendors.

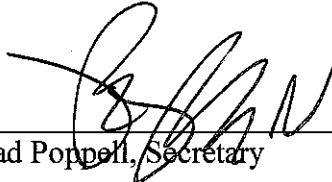
- i. Every effort shall be made to comply with the requirements of the above listed statutes. However, for candidates who require background screenings but are unable to obtain a Level 2 Background Screening due to the State of Emergency, each provider must instead use a Level 1 employee screening, as defined in section 435.03, Florida Statutes, if the candidate is not already retained in the Care Provider Background Screening Clearinghouse.
- ii. In any case where a Level 2 Background Screening cannot be obtained, documentation for the Level 1 employee screening must be sent to the Department's Background Screening Program, before the candidate can begin employment, for an eligibility determination, and a copy must be placed in the candidate's human resources file.

- iii. Once this Emergency Order expires, employers, within thirty (30) days, must immediately obtain a Level 2 Background Screening for all employees hired under the provisions of this order which were screened only under a Level 1 employee screening.

Section 2. All other provisions of the above listed statutes shall remain in effect.

Section 3. This Emergency Order shall expire 30 days from the date of this Order, unless extended.

DONE AND ORDERED in Tallahassee, Leon County, Florida this 14th day of April, 2020.


Chad Poppell, Secretary

State of Florida COVID-19 Update

April 17, 2020

This report provides an overview of the State of Florida's response to the COVID-19 crisis including state agency actions, updates from the Executive Office of Governor Ron DeSantis, and any pertinent Federal or local government actions. You may find additional resources linked throughout and listed at the end of this report. **New updates are signified in red text.**

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FEDERAL GOVERNMENT RESPONSES

- In a press conference on April 16th President Trump outlined his plan to re-open the country. This includes criteria that must be met before entering phase 1, 2 or 3 of reopening. All three phases include limitations and guidance for individuals and businesses with varying degrees of stringency. [Click here to view the President's "Opening up America Again" plan.](#)
- President Trump extended federal social distancing guidelines through April 30. [Read the President's full remarks here.](#)
- The CDC now recommends that all Americans wear a cloth face mask when out in public. [Read the CDC guidelines here.](#)
- The CDC has released new guidelines for essential workers who may have had exposure to COVID-19. [Find CDC Interim Guidance for Critical Workers here.](#)

Congressional Relief Packages

- Congress has passed three relief packages in response to COVID-19:
 1. [The Coronavirus Preparedness and Response Supplemental Appropriations Act](#) was the first response to COVID-19 by the House and includes \$8.3 billion in public health funding. [Click here to view a one-pager](#) and [click here to access the House press release](#).
 2. [The Families First Coronavirus Response Act](#) is a bipartisan agreement between House Democrats and the Trump administration that guarantees free coronavirus testing, secures paid emergency leave, enhances Unemployment Insurance, strengthens food security initiatives, and increases federal Medicaid funding to states. [Click here to view a one-pager](#) and [click here to access the House press release](#).
 3. [The CARES Act](#) is the Senate's \$2.2 trillion Coronavirus economic relief plan. Ballard Partners previously provided a full break-down of the CARES Act. [CLICK HERE TO ACCESS OUR CARES ACT SUMMARY](#).
 - [Florida TaxWatch released a statement](#) on March 26th stating that the CARES Act is expected to provide more than \$8 billion in federal aid to Florida state and local governments.
 - The **Education Stabilization Fund** included in the CARES Act is appropriated \$30.75 billion, of which \$173.7 million will be given to Governor DeSantis to spend at his discretion. \$770.2 million will go to K-12 schools and \$760.9 million will go to higher education. [Click here for more information](#).

EXECUTIVE OFFICE OF THE GOVERNOR

- Governor DeSantis announced the addition of two "walk-up" testing sites in Broward County at press conferences on Thursday and Friday. These sites are an alternative to drive-through testing sites for those who do not own a vehicle. The Governor also detailed Florida's testing efforts and said he still expects to increase testing as more and more tests become available. The state is also working on the utilization of the rapid testing kits. More details can be found in the "HEALTH – Testing" section of this report.
- In a press conference on Tuesday, the Governor announced a COVID-19 update system. Anyone can receive updates by texting **FLCOVID19** to **888777**. Text updates will be sent out periodically through this system.
- On April 1st Governor DeSantis released a **Statewide "Safer at Home" order** ([Executive Order 20-91](#)). All persons in Florida must limit their movements and personal interactions outside of the home to only those necessary to access essential services or conduct essential activities. This order shall supersede any conflicting local action or order. [View FAQs about EO 20-91, essential services and essential activities here](#).
- The following Executive Orders were released in the last week:
- [Executive Order 20-103](#) (April 10) extends EO 20-87 regarding vacation rental closures. Vacation rentals may not accept new reservation or check in new reservations through April 30th.
- [Executive Order 20-104](#) (April 16) suspends the biweekly "actively seeking work" reporting requirement by unemployment claimants.
- [Click here to access all Executive Orders issued in response to COVID-19](#). You will also find a complete list of state agency Emergency Orders at this link.

DIVISION OF EMERGENCY MANAGEMENT

- Florida Division of Emergency Management (FDEM) has activated to [Level I](#) (the highest level) to coordinate the state's response to COVID-19. The National Guard has been mobilized to help with coronavirus response.
- FDEM releases updates every afternoon. To view their daily updates, go to the [FDEM News site](#) or [click here to access the update for April 16th](#).
- After a thorough assessment of needs, Director Moskowitz requested supplies through Direct Federal Assistance that are being delivered on a rolling basis, and inventory is being distributed throughout the state 24 hours a day.
- FDEM published a [list of essential services and activities](#) that clarifies EO 20-91.
- With this week's push, FDEM has sent out:

- 8 million masks, including N95, procedure and surgical masks,
- 5 million gloves
- 564,000 shoe covers
- 615, 000 face shields
- 300,000 gowns
- More than 100,000 containers of hand sanitizer
- 47,000 goggles
- 22,000 coveralls

FEMA Public Assistance (PA) Grants

- FEMA will provide Public Assistance (PA) Grants to communities recovering from a declared disaster or emergency.
- Since Florida has declared a State of Emergency, all counties have been designated Category B under the PA Program. [FDEM has created a flyer](#) to answer questions about this designation and eligibility for the program.
- The first step in participating in the FEMA PA Grant program is to complete an RPA. Directions on how to submit this form can be found [here](#). The deadline to submit a Request for Public Assistance is currently April 12th, but it is best to submit your RPA by April 10th.
- If you wish to learn more about the PA program, FDEM and FEMA are offering several [training sessions](#) for potential applicants via webinar beginning March 23rd.
- FDEM Director, Jared Moskowitz is also expediting the delivery of more than \$170 million in Hurricane Irma reimbursement to cities that have now reached the 50% auditing threshold to receive funds.

BUSINESSES

State-wide Closures

- **Restaurants** may only operate their kitchens for delivery and take-out services. Restaurants may sell alcoholic beverages in sealed containers, but they must be accompanied by a food purchase. No food or alcohol may be consumed on-site.
- **Bars and Nightclubs** were closed statewide beginning at 5 PM on March 17th and will remain closed for 30 days.
- **Gyms and Fitness Centers** in the state closed on March 20th and will remain closed until further notice.
- **Vacation Rentals** may not accept new reservations or check new reservations into their rentals, effective March 27th through April 30th. This was originally ordered in Executive Order (EO) 20-87 and was extended with EO 20-103.
- [DBPR has set up a webpage for filing complaints](#) related to compliance to EO-71 and EO-87. DBPR's Division of Hotels and Restaurants will monitor, review and assign complaints received for follow-up by division inspectors.

Financial Assistance for Businesses

- The financial assistance options available to small businesses in Florida are:
 1. **Bridge Loan Programs** – offered through the State
 - The Florida Department of Economic Opportunity (DEO) will administer the [Bridge Loan Program](#) in partnership with the Florida SBDC Network and Florida First Capital Finance Corporation to provide cash flow to businesses economically impacted by COVID-19. The short-term, interest-free loans help bridge the gap between the time the economic impact occurred and when a business secures other financial resources, including payment of insurance claims or longer-term Small Business Administration (SBA) loans. Up to \$50 million has been allocated for the program.
 - For-profit, privately held businesses with 2 to 100 employees are eligible to apply. [More eligibility info here.](#)
 - The application period is open from March 17th – May 8th.
 2. **Small Business Administration Loans** – offered through the Federal Government
 - The Small Business Administration (SBA) has approved Florida's declaration for disaster loan assistance.

- Businesses interested in learning more should visit the [SBA Disaster Loan Assistance site](#) and check out this informational [one-pager from SBA](#).
- SBA provides low-interest disaster loans to businesses of all sizes, private non-profit organizations, homeowners, and renters. There is no cap on number of employees.
- If applying for Coronavirus (COVID-19) disaster declarations, please only select *Economic Injury* when inquiring about your business losses.

Unemployment Assistance for Individuals

- Florida DEO is offering **Unemployment Support** (now called [Reemployment Assistance](#)) for those whose employment has been negatively impacted because of mitigation efforts to stop the spread of COVID-19. [View FAQs here.](#)
- DEO experienced major issues with their website and the Reemployment Assistance application process. Governor DeSantis has asked DMS Secretary Jonathan Satter to expand his involvement and assume responsibility for the Reemployment Assistance program. Outlined below are the current steps being taken to address these issues:
 - 100 additional internet servers were put in place to increase capacity to the website.
 - Call center capacity has been expanded to about 2,000 staff members.
 - 1,000 state employees have been assigned to casework and another 1,000 were identified that could be added.
 - In addition to completing applications online, paper applications are now available as well.
 - DEO also announced a [new mobile friendly website](#) to apply for reemployment assistance.
 - 100,000+ payments have been sent out this week, compared to 35,000 last week.
- **Applications** can be submitted two ways:
 1. Via the **online application** portal on DEO's website. [Click here to apply online.](#)
 2. Or via **paper application**. [Download the paper application here.](#) Mail the completed form to *Florida Department of Economic Opportunity, P.O. Box 5350 Tallahassee, FL 32314*. A DEO representative will call you when your application is processed. Alternatively, FedEx is also offering Floridians the option to print and mail applications for Reemployment Assistance at locations throughout the state free of charge. [Visit this link](#) to find a participating location near you.
- CareerSource locations across the state are available to assist with completing and submitting your online application. They are also available to provide paper applications. Visit [CareerSourceFlorida.com](#) for center locations.
- Florida's eligibility requirements were updated to conform with the federal CARES Act. Find more information on eligibility requirements at the FAQ link above.
- Governor DeSantis directed DEO to waive job search requirements for individuals who file for Reemployment Assistance. He also directed DEO to waive the online work registration requirement (Employ Florida).

Business Damage Assessment Survey

- DEO is currently surveying businesses and non-profits throughout the state who have been impacted by COVID-19.
- [Access the Business Damage Assessment Survey here.](#) Select "COVID-19" from the drop-down menu.
- Response to the Business Damage Assessment survey is not an application for assistance.

EDUCATION

General Guidelines for Schools

- The **U.S. Department of Education** created a [website](#) with COVID-19 resources and information for schools and school personnel.
- On March 23rd Commissioner Corcoran filed [Emergency Order 1](#) which waives strict adherence to Florida Education code.
- District School Board and State College Board of Trustees meetings through June 30th, are postponed and may only be scheduled for emergency purposes by the respective school district superintendent or college President.

- All school readiness, voluntary prekindergarten, K-12, career and technical centers and state college programs will receive their full allocation of funding, and therefore staff and contractors can be paid fully, through June 30th, as though there was no disruption in education.
- For more information on FL DOE's response to COVID-19, please visit [their website](#).

K-12 Public, Private & Charter Schools

- All public and private school K-12 campus [closures are extended through May 1st](#).
- All counties have begun implementing distance learning.
- School districts should be prepared to extend their educational calendars through **June 30th** to the extent feasible.
- FDOE and K-12 school districts are instructed to redirect unspent 2019-2020 funds from Reading Scholarship Accounts, the Reading Instruction Allocation, the Digital Classroom Allocation and the Teachers Classroom Supply Assistance Program to help low-income students purchase digital devices and establish Internet services.
- In order to facilitate the remote connection between teachers and students, K-12 school districts are further permitted to redirect unspent Title 2 funds to help low-income students purchase digital devices and establish Internet services.
- K-12 school districts are permitted to redirect unspent 2019-2020 funds from the Safe Schools and Mental Health allocations to virtual and telephonic mental health counseling services for students who need emotional support due to COVID-19.

Universities and Colleges

- Secretary of Education, Betsey DeVos announced on April 9th that more than \$6 Billion in emergency cash grants will be given to college students impacted by COVID-19. [Read more here](#).
- On April 2nd, POLITICO Pro reported that Florida's higher education institutions will be receiving around \$745.6 million in relief under the CARES Act.
 - 75% of the funding is based on the number of students enrolled at a school that receive federal Pell Grant
 - 25% of the funding is based on students that don't receive grants.
 - Students who were in distance education courses before the outbreak were not included in the formula
 - The University System, made up of 12 schools, will receive about \$251.2 million
 - The Florida College System, made up of 28 schools, will receive \$158.5 million
 - UCF will be receiving the largest sum of money, followed by Miami Dade College, Florida International University, and Broward College.
 - American Council on Education (ACE) released [Coronavirus Higher Education Relief Fund: Simulated Distribution of Funds Under the CARES Act](#) that simulates how ED might distribute these emergency funds and provides a breakdown by school.
- Several Florida Universities are providing financial relief to students displaced by COVID-19. To learn more about what different universities are doing, please visit the [Florida Board of Governors website](#).
- The Florida College and State University Systems are providing virtual or other remote learning to students for the remainder of the 2020 spring semester. Campuses are closed to regular activities, and institutions are following the CDC's guidelines for mass gatherings and community events.
- Colleges and universities should be prepared to extend their educational calendars through **June 30th** to the extent feasible and necessary.
- Though not required at this time, colleges and universities are considering virtual or remote learning for early summer terms. After confirmation of a COVID-19 case on campus, UCF has already opted to move their courses online for summer terms beginning May 11th. UF has also announced that Summer A and C courses will be online.

Office of Early Learning

- Voluntary prekindergarten and public K-12 will be fully funded as though there was no disruption. School readiness and voluntary prekindergarten providers will be paid or reimbursed for additional absences and for temporary closures.
- If you have any questions and concerns, please call their office at **1-866-447-1159**.

Vocational Rehabilitation and Blind Services Offices

- Services will be provided solely through virtual and telephonic methods to the extent possible. FDOE will work with appropriate federal authorities to seek waivers for any federal requirements that may be impacted.

HEALTH

Current State Numbers

- For current COVID-19 numbers in Florida, please visit the [DOH COVID-19 Data and Surveillance Dashboard](#).
- A daily report containing information on a **case-by-case** basis can be found [here](#). To access new daily reports, [click here](#).
- A report with information on a **county-by-county** basis can also be found [here](#). To access the county-by-county report archive, [click here](#).
- Currently, there are over 24,000 cases of COVID-19 in Florida. All 67 counties in Florida have confirmed cases of COVID-19. About half of those cases are concentrated in Broward and Miami-Dade Counties. See the reports above for more info.
- The percent of positive results ranged from 8% to 18% over the past 2 weeks and was 9% yesterday. This percentage is used to determine the effectiveness of mitigation efforts. According to Surgeon General Dr. Rivkees, our mitigation efforts are proving effective because this percentage has not seen a significant increase.
- At a press conference on 4/7, Governor DeSantis discussed the treatment of COVID-19 with hydroxychloroquine, a drug typically used to treat malaria. Hydroxychloroquine has already been used to treat COVID-19 patients in Florida. President Trump has also promoted treatment with this drug.

Testing

- If you think you have COVID-19, call your health care provider or County Health Department **before you go**. They will decide if you need to be tested. If you do not have a health care provider, [contact your local health department](#).
- FDOH has implemented testing at all three State Public Health Laboratories and has authorized testing at private laboratories around the state (i.e. Quest and LabCorp). Testing criteria was also expanded to allow physicians to order a test based on their clinical judgement. This is in line with CDC recommendations.
- FDOH is identifying and monitoring close contacts of presumptive cases. Any close contacts with symptoms will be tested.
- **Drive-Thru Testing** is available in the following counties: Bay, Brevard, Broward, Collier, Duval, Escambia, Flagler, Hillsborough, Indian River, Lee, Leon, Manatee, Martin, Marion, Miami-Dade, Monroe, Okaloosa, Orange, Palm Beach, Pasco, Pinellas, Polk, St. Lucie, Santa Rosa, Sarasota, Seminole, Sumter and **Volusia**. [Click here for more drive-thru testing information from FMA](#). At many locations, testing criteria must be met so please check before you go.
- **Walk-up Testing** is now available in Broward county. Walk-up testing is available to those who do not own a vehicle and cannot access the existing drive-thru testing sites. There are two walk-up testing sites at Mitchell Park in Pompano and Urban League in Ft. Lauderdale. If the test sites are successful, they will look to expand in other locations. Miami-Dade is already being looked at as the next location.
- On March 24th the CDC updated their guidance on [Priorities For Testing Patients With Suspected COVID-19 Infection](#).
- If a patient has previously tested positive for COVID-19, they must have **two** negative tests separated by 24 hours before they can be transferred to an acute or subacute setting. If the patient did not previously test positive but is exhibiting symptoms of COVID-19 (i.e. fever, pneumonia), they must receive **one** negative test result before they can be transferred to an acute or subacute setting. This requirement comes from FDOH.
- Florida has consistently ranked 2nd-3rd in the country in per capita testing. Approximately 225,000 tests have been completed, which equates to around 1 in 96 Floridians. Drive-thru sites alone have processed around 56,000 tests.

Shortages

- In Florida, public health officials are most concerned about shortages of testing supplies, PPE, hospital and ICU beds, and ventilators. Efforts to conserve these crucial supplies have been taken. FDEM Director Moskowitz is working diligently to secure more of these supplies and has requested Federal aid.

- **Testing supplies** are being conserved by prioritizing testing of high-risk individuals. Testing on those without symptoms is low priority. This means that there is very little data in Florida as related to asymptomatic spreaders.
- **Hospital Beds:** Federal waivers allow hospitals to expand to alternate care sites including ambulatory surgical centers. In order to plan for surge capacity, DOH is asking that ASCs be converted to provide more hospital beds. Hospitals should also prepare to convert other wings to provide more ICU beds.
- The State has partnered with the Army Corps of Engineers to build a 450-bed temporary hospital in the Miami Beach Convention Center scheduled to open April 20th.
- **PPE:** Conservation efforts include the cancellation of non-essential elective medical procedures, as ordered by the Governor. Workers should also consult [CDC guidance on the use of PPE during the COVID-19 response](#). **On a 4/17 call with statewide hospitals, Surgeon General Rivkees clarified that the prohibition on elective procedures is still effective.**
- AHCA expanded its event on the [Emergency Status System \(ESS\)](#) requesting hospitals to enter information on PPE and ventilator counts. The ESS continues to track census information, emergency room status updates, hospital beds & ICU beds, and nursing home & assisted living facility bed capacity. **Please report daily at 10 AM ET and 7 PM ET.**
- If your center is running low on supplies, call your county [Emergency Management \(EM\) office](#). Fill out the [Emergency Requisition Request Form](#) to submit to your EM office. Resource requests must be initiated through the county Emergency Support Function and the request must be based on a defined need that represents an urgent shortage. Florida Hospital Association (FHA) released [Resource Request Process Guidance](#) with further information. Once supplies become available, facilities will be contacted to pick them up. Be aware that it is possible that only a portion of your request will be available.

Centers for Medicare and Medicaid Services (CMS) Waiver

- On March 16th Florida became the first state to receive [CMS approval](#) of its 1135 Medicaid Waiver giving AHCA more flexibility for its COVID-19 response efforts. This federal action lifts Medicaid prior authorization requirements for critical health care services and allows for expedited provider enrollment.
- AHCA released a [statement](#) on March 16th confirming that Florida Medicaid covers and will cover all medically necessary services required to facilitate testing and treatment of COVID-19.
- Florida Medicaid is waiving prior authorization requirements for medically necessary hospital services, physician services, advanced practice registered nursing services, physician assistant services, home health services, and durable medical equipment and supplies. In addition to the services listed above, Florida Medicaid is waiving prior authorization requirements for all services (except pharmacy services) necessary to appropriately evaluate and treat Medicaid recipients diagnosed with COVID-19. Please refer to [official diagnosis coding guidelines](#) that have been published by the Centers for Disease Control (CDC).
- Florida Medicaid will waive limits on services that need to be exceeded in order to maintain the health and safety of recipients diagnosed with COVID-19 or when it is necessary to maintain a recipient safely in their home. When service limits have been exceeded for recipients receiving services through the fee-for-service delivery system, providers must submit paper claims through the Agency's [exceptional claims process](#).
- Florida Medicaid lifted all limits on early prescription refills for maintenance medications, except for controlled substances. Florida Medicaid will reimburse for a 90-day supply of maintenance prescriptions when available at the pharmacy.
- Florida Medicaid is waiving co-payment requirements for all services.
- CMS has issued a set of blanket waivers that states may utilize in response to COVID-19. The Agency has already received authority for many of these waivers related to health care facilities and licensure requirements. The Agency is actively working to receive the federal authority needed for many of the items listed. For a full list of the blanket waivers issued by CMS, [click here](#).

Telehealth

- The Federal and State governments have recommended use of Telehealth services during the COVID-19 crisis to alleviate the burden on health care facilities and to avoid unnecessary face-to-face contact.

- On March 19th, Florida Medical Association asked the state's insurance commissioner to require insurance companies to reimburse health care providers the same rates for providing telehealth services as in-person health care. The letter was also sent to Governor DeSantis and AHCA Secretary Mary Mayhew. [Read more here.](#)
- Florida Medical Association has also published [Florida COVID-19 payment resources here.](#)
- On March 17th CMS Waived Medicare Telehealth Reimbursement Restrictions Due to Coronavirus. [Read more here.](#)
- On April 13th the Federal Communications Commission's Wireline Competition Bureau began accepting applications for the COVID-19 Telehealth Program. The COVID-19 Telehealth Program will provide \$200 million in funding to help health care providers furnish services to patients at their homes or mobile locations in response to COVID-19 pandemic. [Eligible providers can now apply for telehealth related funding through FCC COVID-19 Telehealth Funding Program here.](#)

Nursing Homes

- On March 15th FDEM Director Jared Moskowitz issued an [Emergency Order](#) tightening the temporary restrictions for all individuals entering residential and long-term care facilities.
- For the next 30 days, all individuals will be prohibited from entering nursing homes and assisted living facilities. There are exceptions for end-of-life situations.
- Employees that have traveled through any airport or have been on a cruise ship in the last 14 days are not allowed entry.
- Governor DeSantis directed the Agency for Health Care Administration (AHCA) to extend all existing nursing home and assisted living facility licenses for 90 days to remove distraction from patient care.

OTHER STATE AGENCY RESPONSES

- The Department of Agriculture and Consumer Services created the "[Florida Farm To You Commodities List](#)" to connect potential buyers with farmers and producers of Florida-grown commodities to assist those who are struggling. [Read more here.](#)
- On April 13th, the Executive Director of the Department of Highway Safety and Motor Vehicles issued [Emergency Order 041320](#). Among other things, this order extends the effective period of driver licenses and identification cards that expire between March 16th through April 15th for 60 days and extends those that expire on dates on or after April 16th through April 30th for 30 days. Visit the [FLHSMV COVID-19 website](#) for more updates.
- On April 7th, the Florida Supervisors of Elections sent a letter to the Governor requesting statutory changes to be made in order to deal with the effects of COVID-19 on elections. [Read more here.](#)
- On April 6th, the Secretary of State, Laurel M. Lee issued an [emergency order and emergency rules](#) to extend annual report filing deadline for businesses and outline changed to the candidate petition and candidate qualifying process.
- The Department of Revenue Child Support Program is working to reduce when customers are required to visit a local child support office and is providing new connect/customer service options.
- All agencies have been directed to suspend for 30 days licensing and registration renewal requirements for existing professional licenses (e.g. realtors). The March 31st deadline has been moved to April 30th. Late fees will not apply to licenses renewed during this extension period. If there are requirements to complete continuing education hours to renew professional licenses, those will also be suspended for 30 days from the existing renewal deadline.
- The Office of Insurance Regulation has published a [resource page](#) on its website emphasizing its direction to insurers and will continuously update the page with important insurance resources.
- On March 26th the Department of Revenue issued two emergency orders:
 - [Emergency Order 1](#) extends the property tax deadline in all Florida Counties from March 31st to April 15th.
 - [Emergency Order 2](#) extended sales and use tax reporting deadlines for the February and March reporting periods.
- The Florida Department of Transportation will be accelerating infrastructure projects valued at \$2.1 billion to help stimulate the Florida Economy. [Read more about these projects here.](#)
- The Florida Department of Health has launched a [COVID-19 Community Action Survey](#). The survey is anonymous.
- The Florida Department of Children and Families (DCF) is coordinating with specific providers to issue provisional licenses for childcare services to support Florida's first responders. [Click here for updates on Childcare Providers under DCF.](#) On

April 14th, DCF announced that Florida will pilot a program for Supplemental Nutrition Assistance Program recipients to purchase groceries online using an EBT card. [Read more here.](#)

- The Florida **Department of Environmental Protection** closed all **Florida State Parks** to the public effective March 23rd.
- On March 19th, the **Department of Management Services** (DMS) will temporarily close all DMS-managed facilities. The facilities are set to open April 19th. The agencies affected are:
 - the Department of Education
 - the Department of Children and Families
 - the Department of Corrections
 - the Department of Transportation
 - the Agency for Health Care Administration
 - the Department of Law Enforcement

LOCAL GOVERNMENT ACTIONS & LOCALIZED RESPONSES

County Closures

- [Please visit Florida Association of Counties' \(FAC\) webpage to access a list of all County Emergency Orders.](#) FAC updates this list daily and links the full text of all orders.
- [Please visit the Florida League of Cities \(FLC\) webpage to access a list of all Municipal Ordinances/Policies and Emergency Declarations/Orders.](#) FLC updates their page regularly and links the full text of all orders.
- The following counties recently issued **extensions of Local State of Emergency**: Alachua, Brevard, Clay, Franklin, Gilchrist, Hernando, Jackson, Lake, Levy, Liberty, Madison, Martin, Nassau, Okaloosa, Palm Beach, Pinellas, Polk, Putnam, Sarasota, St. Johns, Sumter, Suwannee and Union
- **Curfews**: 5 counties in Florida have imposed a curfew (Gadsden, Manatee, Miami-Dade, Orange and Osceola).
- **Beaches**: Most local governments around the state have closed or limited public beach access. Only one beachside county (Dixie) has no major limitations on their beaches. [Read more here.](#)
- [Executive Order 20-70](#) allows municipalities to impose stricter standards if desired. It also gives the Broward County Administrator and the Palm Beach County Administrator the ability to enforce, relax, modify or remove the closures.
- For further information about county responses to COVID-19, please visit the [FAC COVID-19 Resources webpage.](#)

Local Government Meetings

- [Executive Order 20-69](#) suspends any Florida Statute that requires a quorum to be present in person or requires a local government to meet at a specific public place. The order above also authorizes local governments to use communication media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.
- This Executive Order does not waive any other requirement under the Florida Constitution and "Florida's Government in the Sunshine Laws," including Chapter 286, Florida Statutes.
- This Executive Order shall conclude at the expiration of Executive Order 20-52, including any extension.

Public Transportation, Utilities, Housing Payments, and Communication Companies

- Sarasota, Manatee, Hernando, Pasco, Brevard, Volusia, and St. Lucie have waived bus fares for their residents.
- Several utility companies are coming together to provide financial relief. [Click here](#) to see which utility companies have suspended disconnections amid the Coronavirus pandemic.
- Homeowners who are facing a temporary hardship have options to postpone mortgage payments, according to the Federal Housing Finance Agency. [Read more here.](#)
 - The President ordered the Department of Housing and Urban Development to halt foreclosure proceedings involving FHA-backed loans through April.
 - Governor DeSantis suspended all foreclosures and evictions for 45 days with EO 20-94 (effective April 2nd).
- Several internet and telecommunication providers are also providing relief:
 - AT&T will suspend termination of wireless, home phone & broadband services; waive late fees; and provide free access to its public Wi-Fi hot spots. They will provide certain customers with unlimited data.
 - Verizon is waiving late fees and suspending service termination for customers impacted by the Coronavirus.
 - T-Mobile is providing current customers with unlimited data for next 60 days.

- Charter Communications will offer free access to Spectrum broadband and Wi-Fi for 60 days to households with college and K-12 students. This will have a significant impact in Brevard County.
- For more information on what Communications companies are doing, please visit the [Federal Communications Commission \(FCC\) website](#).

ADDITIONAL RESOURCES

- [BALLARD PARTNERS CARES Act Information](#) (Full-breakdown previously provided by our firm)
- [Executive Office of the Governor COVID-19 Resources](#)
- [Lobbytools COVID-19 Dashboard](#) (Public site – do not need to log in)
- To receive COVID-19 updates, text **FLCOVID19** to **888777**

DIVISION OF EMERGENCY MANAGEMENT

- [Florida Division of Emergency Management \(FDEM\) COVID-19 Website](#)
- [FDEM COVID-19 Case-By-Case Daily Report 4/17/2020](#) (To access the new reports, go to the FDEM COVID-19 website linked above and click “COVID-19 Data – Daily Report” listed under the “COVID-19 Information and Resources” header)

BUSINESSES

- [Cyber Readiness Institute \(CRI\) Guide for Remote Work Safety](#)
- [US Department of Homeland Security Cybersecurity and Infrastructure Security Agency \(CISA\) Critical Infrastructure Workforce Guidance](#)
- [Florida Department of Business and Professional Regulation \(DBPR\) Emergency Response Information](#)

EDUCATION

- [Florida Department of Education \(DOE\) COVID-19 Website](#)
- [ExcelinEd COVID-19 Map and Database](#) (state-by-state update on actions taken by each education system)
- [State University System of Florida News & Updates](#)
- [American Council on Education \(ACE\) Coronavirus Higher Education Relief Fund: Simulated Distribution of Funds Under The Cares Act](#)

HEALTH

- [Florida Department of Health \(FDOH\) COVID-19 Website](#)
 - To contact the FDOH COVID-19 Call Center, please call 1-866-779-6121 or email COVID-19@flhealth.gov
- [Centers for Disease Control and Prevention \(CDC\) COVID-19 Website](#)
- [Agency For Health Care Administration \(AHCA\) COVID-19 Alerts](#)
- [Florida Medical Association \(FMA\) Drive-thru Testing Information](#) (drive-thru sites listed county-by-county)

LOCAL GOVERNMENT

- [Florida Association of Counties \(FAC\) COVID-19 Resources](#) (county-by-county statistics and resources)
- [FAC COVID-19 County Response Dashboard](#) (all Emergency Orders listed county-by-county)
- [Florida League of Cities Coronavirus Resources](#)