

Escambia Children’s Trust Board of Directors Meeting

September 13, 2022, at 5:45 PM

Board of County Commissioners Chambers
Ernie Lee Magaha Bldg., 221 Palafox Place, Pensacola, FL 32502

M I N U T E S

Meeting Title:	Escambia Children’s Trust Board of Directors Meeting		
Date:	September 13, 2022	Time:	5:36 PM
Location:	221 Palafox Place, Pensacola, FL 32502		
Chair:	Stephanie White	Scribe:	Aviyonne Tart
Participants Present:	<p>Board Members: Stephanie White, Tori Woods, Dr. Tim Smith, David Peaden, Dr. Rex Northup, Melissa Sidoti, Judge Jennifer Frydrychowicz, Patty Hightower, Pastor Lonnie Wesley, & Commissioner Lumon May</p> <p>Staff/advisors: Tammy Greer, Executive Director; Kimberly Krupa, Ph.D., Director of Programs and Performance; Meredith Bush, Esq., Legal Counsel; Kia Goldsmith, Esq; Legal Counsel; Aviyonne Tart, Communications Specialist and Board Liaison; and Tammy Abrams, Director of Finance and Operations</p>		
Not Present:	None		

- **Approval of Agenda (Stephanie White, Chair)**
 - Mr. David Peaden motioned to approve the agenda, Commissioner Lumon May seconded, and the motion passed unanimously.
- **Approval of Minutes**
 - Recommendation: Staff recommends the Board approve the Minutes of the August 9, 2022 Board Meeting and August 24, 2022, Strategic Planning Workshop as presented.
 - Dr. Rex Northup moved to approve the minutes and Pastor Lonnie Wesley seconded. Judge Jennifer Frydrychowicz asked that her statement be recorded verbatim if she was being quoted. Mr. May moved to approve minutes as amended, Ms. Patty Hightower seconded, and the motion passed unanimously.
- **Treasurer’s Report (Tim Smith, Treasurer)**
 - Dr. Tim Smith delivered a summary of ECT financial statements; see report on the ECT website.
- **Personnel Committee Report (David Peaden, Committee Chair)**
 - **Recommendation:** The Personnel Committee recommends the Board approve staff benefits of medical, dental, and vision insurance of which the Trust will pay 80% of the cost for coverages for staff and spouses/dependents and a 457b retirement plan through Nationwide with the Trust contributing 5% of the staff’s salary for each pay period.
 - Mr. David Peaden motioned to approve with the amendment not to include spouses and dependents, Dr. Northup seconded, and the motion passed unanimously.

- **Invitation to Bid (ITB) for Conflict Counsel (Tammy Greer)**
 - **Recommendation:** Staff recommends the Board approve ITB #2022-03:
 - Mr. Peaden motioned to approve the ITB for Conflict Counsel, and Dr. Smith seconded. Dr. Northup asked who the elected officials are. Ms. Melissa Sidoti motioned to change the term “elected” to “positional,” and Dr. Northup seconded. The motion passed unanimously.
- **Adoption of Escambia Children’s Trust Needs Assessment (Kimberly Krupa)**
 - **Public Comments**
 - Ms. Carol Cleaver from the public advocated for the Board to use funds to help the parents and students of the community.
 - Ms. Darzell Warren, president of the teachers’ union, wants the Trust to help kids who need extra help before and after school.
 - Ms. Kimberly Garman, a teacher, taught ESE children and explained that there are even fewer opportunities for kids with special needs.
 - Mr. James Washington of JBWS offers an afterschool program that helps at-risk children in underserved communities.
 - **Recommendation:** Staff recommends the Board approve the Needs Assessment as presented.
 - Ms. Sidoti motioned to approve the Needs Assessment, Dr. Northup seconded, and Ms. Hightower commended staff for putting together the document. Motion passed with a 9-1 vote. Judge Frydrychowicz voted no.
- **Adoption of Escambia Children’s Trust 2022 Strategic Plan for FY2022-2023 (Tammy Greer)**
 - **Public Comments**
 - Ms. Missy Rogers spoke on behalf of the Arc Gateway and explained the impact of addressing delays in children.
 - Ms. MaryAnn Bickerstaff, president of the Arc Gateway, also spoke on the impact of addressing delays.
 - Mr. Tom Dannheisser, former judge, spoke as requested by Mr. May on the importance of responsible fatherhood.
 - **Recommendation:** Staff recommends the Board approve the Strategic Plan as presented.
 - Dr. Northup motioned to approve the Strategic Plan, Ms. Tori Woods seconded. Dr. Northup asked for clarification about the ITB mentioned in the Strategic Plan and suggested adding the verbiage “services to provide.”
 - Dr. Northup motioned to amend that page (pg. 140 in board packet on the website) Judge Frydrychowicz seconded, and the motion passed unanimously.

- **Acceptance of Sole-Source Vendor for Online Data Management System – SAMIS (Tammy Abrams)**
 - **Recommendation:** Staff recommends the Board approve Resolution #2022-07 authorizing the Executive Director to enter into an agreement with WebAuthor and the Florida Alliance of Children’s Councils and Trusts (FAACT) for the purchase, implementation, and use of the Services and Activities Management Information System (SAMIS) platform, which was developed primarily for use by government agencies and children’s services councils.
 - Pastor Wesley moved, Dr. Northup seconded, and Ms. Tammy Greer explained what this will entail. Judge Frydrychowicz asked if the applicants would have to pay to use this service and Ms. Greer said they will not. Ms. Stephanie White asked how many other children’s trusts utilize SAMIS Software, and the staff answered 9 out of 12 Trusts in Florida use SAMIS. The motion passed unanimously.
- **Acceptance of Bid for MIP Fund Accounting Solution (Tammy Abrams)**
 - **Recommendation:** Staff recommends the Board approve Resolution #2022-08 authorizing the Executive Director to enter into an agreement with Community Brands for the purchase, implementation, and use of the MIP Fund Accounting platform, which will integrate with the fiscal component of SAMIS.
 - Dr. Smith motioned to approve the Bid for MIP Fund Accounting Solution, and Dr. Northup seconded. The motion passed unanimously.
- **Unsolicited Grant Applications from Escambia County (Tammy Greer)**
 - **Recommendations:** Staff recommends the Board 1) approve Resolution #2022-09 authorizing the Executive Director to enter into an agreement with the Early Learning Coalition of Escambia County to fund the unsolicited application for a matching grant in the amount of \$238,875 to provide up to a 1:1 match of funding from the FL Division of Early Learning, effective October 1, 2022-September 30, 2023, and 2) that the remaining applications be returned to the County for consideration, and the applicants be encouraged to apply for funding under future ECT Requests for Proposal solicitations, if applicable, including the OST RFP to be considered by the Board later on this agenda.
 - Mr. May asked why the Early Learning Coalition (ELC) would be singled out. Ms. Greer explained that the ELC fits under the matching definition, whereas the other applications forwarded by the County do not qualify for consideration under the current approved funding structure. Ms. Sidoti motioned for approval; Ms. Hightower seconded. Judge Frydrychowicz pointed out some information that referred to the legislation.
 - The motion passed 8-1 with Ms. Sidoti abstaining and Judge Frydrychowicz voting no.
- **Unsolicited Grant Application – Sole-source Special Community Initiatives – Children’s Home Society (Tammy Greer)**
 - **Recommendation:** The Board approve Resolution #2022-10 authorizing the Executive Director to enter into an agreement with Children’s Home Society (CHS) to fund their unsolicited Sole-source Special Community Initiatives proposal in the amount of \$77,658 to fund personnel to replicate their successful Community Partnership School model at Pine Forest High School, effective October 1, 2022-September 30, 2025, subject to the Trust’s annual budget and TRIM process. The grant will complement a \$225,000 legislative appropriation to CHS managed by the

University of Central Florida. The partnership among CHS-Western Region, Escambia County School District/Pine Forest High School, University of West Florida, and Community Health Northwest Florida is the only recipient of the legislative appropriation and is therefore a sole-source project.

- Dr. Northup motioned for approval, Mr. May seconded, and Dr. Northup asked for clarification regarding the matching funds.
- The motion passed unanimously. Dr. Smith abstained from voting.

- **Responses to RFP – Outreach & Education (Tammy Greer)**

- **Recommendation:** The staff recommends the Board approve Resolution #2022-11 authorizing the Executive Director not to enter into any agreements as a result of the Request for Proposals for Outreach and Education. Only two Board members returned score sheets for the applications received. The Studer Community Institute withdrew its application from consideration. The members who reviewed the proposals recommended that the Board not award funding to either the Kidz CLUB or Children’s Home Society under the RFP as documented on the accompanying score sheets.
- Ms. Hightower motioned for approval, Dr. Northup seconded, and the motion passed unanimously.

- **Request for Proposals – Out-of-School Time Programs (Kimberly Krupa)**

- **Public Comments**

- Ms. Amanda Johnson, Executive Assistant Director of Creative School Age Child Care Inc, explained the scope of her program and the lengthy waitlist of children wanting to join.
- Ms. Kristin Fairchild from Chain Reaction explained the positive impact that afterschool programs can have on children.
- Mr. James Washington spoke to advocate for more funding for afterschool programs.
- Ms. Melissa Lowe, owner of Kidz CLUB, explained the importance of quality afterschool programs.
- Mr. Hassan Hills, founder of Youth Left Behind, explained the need for smaller organizations to have access to funding opportunities.

- **Recommendation:** The Board approve RFP #2022-03: Out-of-School Time Programs as presented.
- Judge Frydrychowicz motioned to approve the OST RFP, Ms. Sidoti seconded, and the motion passed unanimously.

- **Invitation to Bid (ITB) for Family Resource Directory (Tammy Abrams)**

- **Recommendation:** The Board approve ITB #2022-03: Family Resource Directory as presented.
- Dr. Northup moved to approve the ITB for Family Resource Directory; Dr. Smith seconded. After discussion regarding the number of copies to be printed, the motion passed unanimously.

- **Unsolicited Grant Application – Matching Grant – from Community Health Northwest Florida (Tammy Greer)**
 - **Recommendations:** Staff recommends the Board approve Resolution #2022-12 authorizing the Executive Director to enter into an agreement with Community Health Northwest Florida to fund the unsolicited application for a matching grant in the amount of \$72,837 to provide up to a 1:3 match of funding from the Florida Agency for Healthcare Administration (AHCA), effective October 1, 2022-September 30, 2023. asks
 - Dr. Northup motioned to approve the unsolicited grant application matching grant, Mr. May seconded and the motion passed unanimously.
- **Executive Director’s Report (Tammy Greer)**
 - Ms. Greer shared that the launch event for the Needs Assessment had been cancelled. She also shared that the staff will be developing and presenting a training series on ‘Working with the Trust.’
- **Legal Report (Meredith Bush)**
 - Ms. Meredith Bush introduced Ms. Kia Goldsmith, who will be assisting as legal counsel, to ECT.
- **Public Comment* Regarding Non-Agenda Items**
 - There was no public comment regarding non-agenda items.

Adjournment:	Stephanie White adjourned the meeting at 7:38 PM.
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Next Meeting:
 Final FY2022-2023 TRIM and Budget Hearing
 September 23, 2022 at 5:30 p.m.
 221 Palafox Place, Pensacola, FL 32502