



CHILDREN'S TRUST
OF ALACHUA COUNTY

CHILDREN'S TRUST REGULAR MEETING AGENDA

December 07, 2020 at 4:00 PM

Thomas Coward Auditorium, Alachua County Health Department,
224 SE 24th St, Gainesville, FL 32641

Call to Order

Roll Call

Agenda Review, Revision and Approval

Approval of the agenda also approves all of the items on the consent agenda.

Consent Agenda

Any member of the Trust 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.

1. [10.19.20 Regular Meeting Minutes](#)
[10.30.20 Special Meeting Minutes](#)
[11.04.20 Joint Meeting with the Gainesville City Commission Minutes](#)
2. [Resolution 2020-21 Personal Vehicle Use – update Employee Handbook with Section 7.171.](#)
3. [October 2020 and November 2020 Checks and Expenditures Report](#)
4. [Approval of Budget Amendments to Direct Community Service Contracts in Excess of 10% - NAMI](#)
5. [FY2020 Annual Report](#)

Executive Director Report

6. [Executive Director's Report](#)

Action Items

7. [Proposed Dates and Location for Children's Trust Board Meetings in 2021](#)
8. [Resolution 2020-20 Board Member and Public Participation at Board and Committee Meetings](#)
9. [Resolution 2020-22 Creation of Advisory Committees](#)

For Your Information

Items in this section are for informational purposes only and do not require any action by the Trust.

General Public Comments

Board Member Comments

Adjournment

Virtual Meeting Information

- 1) Email public comments to childrenstrust@childrenstrustofalachuacounty.us by 2:00 PM on December 7, 2020.
- 2) Zoom link to register: https://us02web.zoom.us/webinar/register/WN_ui02VBUFQm-xZHKoh8hjEg
- 3) Phone: Call (346) 248-7799; Meeting ID: 860 6778 9437
- 4) View on Facebook Live: www.facebook.com/ChildrensTrustofAlachuaCounty

File Attachments for Item:

1. 10.19.20 Regular Meeting Minutes

10.30.20 Special Meeting Minutes

11.04.20 Joint Meeting with the Gainesville City Commission Minutes



CHILDREN'S TRUST
OF ALACHUA COUNTY

DRAFT

CHILDREN'S TRUST REGULAR MEETING MINUTES

October 19, 2020 at 4:00 PM

Virtual Meeting (see last page for information)

Call to Order

Chair Lee Pinkoson called the meeting to order at 4:00 PM.

Roll Call

PRESENT

Chair Lee Pinkoson
Vice Chair Maggie Labarta
Member Tina Certain
Member Karen Clarke - arrived 4:46 PM
Member Karen Cole-Smith
Member Ken Cornell
Member Nancy Hardt
Member Patricia Snyder
Member Cheryl Twombly
Member Susanne Wilson Bullard

Agenda Review, Revision and Approval

Approval of the agenda also approves all of the items on the consent agenda.

Motion made to accept the consent agenda by Member Certain, Seconded by Vice Chair Labarta.

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cole-Smith, Member Cornell, Member Hardt, Member Snyder, Member Twombly, Member Wilson Bullard

Absent: Member Clarke

Consent Agenda

Any member of the Trust 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.

1. 10.5.20 Regular Meeting Minutes
2. End of Year Report for the Transformational Professional Development Program

Executive Director Report

ED Murphy provided an update on the agreement with the UF College of Health and Human Performance. At the last meeting, the Trust requested he inquire about expanding the scope of work. He found that not to be feasible at this point in time due to the availability and deadlines of the UF team to start their programs in Summer 2021. The inclusion of services for mental health and with the Department of Juvenile Justice will be revisited at a later date.

The CTAC has advertised and interviewed for three positions. Two have been offered and accepted.

ED Murphy suggested the creation of between one and four small committees focused on the CTAC's goals, including subject matter experts to ensure that we make the most changes with the money that we have. These will be assessing needs and filling in gaps in communities and changing processes; each community is different and we need to systematically be looking at needs, gaps, and data continually.

In preparation for the meeting with the Gainesville City Commission on November 4, 2020, ED Murphy suggests a presentation on the CTAC's four priority areas, the data we have gathered, and what we're already doing in the community.

Discussion amongst the Board Members included how the Trust can collaborate with the Gainesville City Commission on after school and out-of-school opportunities, parks and recreation, and transportation. Suggest to inquire about their priorities, areas of expertise, and which funding priorities match with the Trust's purpose and objectives.

As the Governor's Executive Order 20-246 expires on November 1, 2020, which allows for public meetings to be held virtually, ED Murphy requests a recommendation from Attorney Bob Swain. Discussion regarding how other local governments were approaching their next steps, and what the options were for the Trust to proceed with meetings led to questions about the definition of "physically present", if a Special District's rules varied from other local governments, the physical presence of members of the public, the validity of decisions made if virtual meetings continued, and the voting rights of members outside the quorum voting virtually.

Members Cornell, Hardt, Certain, Labarta, and Cole-Smith make comments showing preference for continuing with virtual meetings.

ED Murphy requests time for more research on this matter.

Member Cornell requests to have a further discussion before November 1, 2020.

Discussion Items

3. End of year reports from RFP 20-937

Each funded agency was asked to complete an end of year report. The framework of the report was created by Anna Dilernia. They each included sections for proposed

measures, current measurements, and a narrative on what you were able to accomplish. Reports also include initial year to date expenditures through Sept 30, 2020.

Member Snyder requests information about which programs impact which of the CTAC's four goals.

Chair Pinkoson suggested that if two funded programs are doing the same type of work, maybe they could collaborate.

4. CARES Funding

ED Murphy gave an update on the Pandemic Learning Pods that were funded by the CARES Act through the County. They have not received the expected participation rate, therefore there is money left unspent.

Member Cornell makes a motion for ED Murphy to request, from the County, to reallocate CARES funding to other areas of the Children's Trust. Seconded by Member Certain.

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cole-Smith, Member Cornell, Member Hardt, Member Snyder, Member Twombly, Member Wilson Bullard

Absent: Member Clarke

Action Items

5. Cancellation of the November 2, 2020 Meeting

This meeting has been cancelled.

For Your Information

Items in this section are for informational purposes only and do not require any action by the Trust.

6. DCF Local Match White Paper

General Public Comments

Leah Galione Addison Staples Tanya Tillman Merrie Lynn Parker

Stephanie Bailes Jasmyn Copeland Lucy Marrero Olivia Hollier

Board Member Comments

Next Meeting Dates

CANCELLED

Regular Meeting - Monday, November 2, 2020 @ 4:00 PM

~~Thomas Coward Auditorium, Alachua County Health Department~~

~~224 SE 24th St, Gainesville, FL 32641~~

VIRTUAL MEETING

Special Meeting - Wednesday, November 4, 2020 @ 4:00 PM

Joint Meeting with the Gainesville City Commission

~~Roberta Lisle Kline Conference Room, Gainesville City Hall~~

~~200 E University Ave, Gainesville, FL 32601~~

Adjournment

Chair Pinkoson adjourned the meeting at 5:37 PM.

DRAFT

Attendee Report**Children's Trust of Alachua County - Board Meeting**

Start Time: 10/19/2020 4:00:00 PM - Finish Time: 10/19/2020 5:37:26 PM

Host: ChildrensTrust@childrenstrustofalachuacounty.us

Webinar ID - 813 2467 3510

Panelist Details - Attended

| | |
|------------------------|--|
| Lee Pinkoson | lpinkoson@aol.com |
| Susanne Wilson Bullard | bullards@circuit8.org |
| Bob Swain | bswain@alachuacounty.us |
| Karen Cole-Smith | karen.cole-smith@scollege.edu |
| Maggie Labarta | maggie.impact@gmail.com |
| Tina Certain | certain@gm.sbac.edu |
| Cheryl Twombly | cheryl.twombly@myflfamilies.com |
| Nancy Hardt | nhardt@gmail.com |
| Kenneth Cornell | kcornell@alachuacounty.us |
| Patricia Snyder | patriciasnyder@coe.ufl.edu |
| Jennifer Rivers | jrivers@childrenstrustofalachuacounty.us |
| Colin Murphy | cmurphy@childrenstrustofalachuacounty.us |
| Karen Clarke | clarkekd@gm.sbac.edu |

Attendee Details - Attended

| | |
|--------------------------------|---------------------------------|
| Thomas Logan | logan_t@outlook.com |
| Maru Opabola | Maruilena@gmail.com |
| Katie White | kwhite@elcalachua.org |
| Tanya Tillman | tanya@ateamct.org |
| Marianne Schmink | Schmink@ufl.edu |
| Jennifer Libby | JenniferL@bbbstampabay.org |
| Marie Small | Mdsmall@alachuacounty.us |
| Herman Knopf | hknopf@ufl.edu |
| Olivia Hollier | ohollier@acso.us |
| Rachel Eubanks | reubanks@elcalachua.org |
| Kathryn Williams | kate@girlsplace.net |
| Jamie Edmondson | jamie@girlsplace.net |
| Lauren Levitt | levittlauren@gmail.com |
| Jamie Stormer | jamie_stormer@mbhci.org |
| Jacki Hodges | jhodges@elcalachua.org |
| R. Tracey Hickmon | hickmonrt@cityofgainesville.org |
| Julie Moderie | jmoderie@wellflorida.org |
| Maureen Novak | novakma@peds.ufl.edu |
| Jonathan Leslie | jleslie@projectyouthbuild.org |
| New Technology Made Simple Now | Programs@NewTechNow.org |
| Jasmyn Copeland | JasmynC@bbbstampabay.org |
| diana McPherson | dmcpherson@coe.ufl.edu |
| Stephanie Bailes | sbailles@cademuseum.org |
| Claudia Tuck | ctuck@alachuacounty.us |
| Addison Staples | addison@acesinmotion.org |
| Christine Wegner | christinewegner@ufl.edu |
| Lucy Marrero | marrel@shands.ufl.edu |
| Christi Arrington | Christi@girlsplace.net |
| Leah Galione | leah@gainesvillevineyard.org |
| Darcie MacMahon | dmacmahon@flmnh.ufl.edu |
| Merrie Lynn Parker | ml.chickp@verizon.net |
| Dorothy Thomas | dorothy.acee.thomas@gmail.com |
| Tyler Williams | twilliams@cityofalachua.org |
| Maureen Conroy | mconroy@coe.ufl.edu |
| Julie Bokor | jbokor@ufl.edu |
| Rahkiah Brown | rbrown@unitedwayncfl.org |
| Joined by phone | 18134336740 |

17:23:01 From Tanya Tillman : Is there an application enrollment period?
17:23:41 From Merrie Lynn Parker to All panelists : Thank you for your thoughtful deliberations on behalf of the Alachua community.
17:24:04 From Stephanie Bailes to All panelists : Just an administrative note: persons attending via the Facebook platform do not get recorded in meeting attendance.
17:24:32 From Jasmyn Copeland to All panelists : Yes, I second that question
17:25:10 From Jasmyn Copeland to All panelists : Yes!!!!
17:25:39 From lucy marrero to All panelists : We are in the same situation at Shands UF HEalth
17:27:07 From Olivia Hollier to All panelists : To piggy back off of Addison, many programs will have at bare minimum a salary lapse before the new application, what are the plans or has there been any discussion. Most programs were given 6 months worth of funding because of the abbreviated fiscal year
17:30:56 From Jasmyn Copeland to All panelists : Absolutely! It takes a team!
17:34:34 From Jasmyn Copeland to All panelists : Big Brothers Big Sisters is working with parents on a daily basis!
17:37:19 From Jasmyn Copeland to All panelists : Thank you!



CHILDREN'S TRUST
OF ALACHUA COUNTY

DRAFT

CHILDREN'S TRUST SPECIAL MEETING MINUTES

October 30, 2020 at 9:00 AM

Virtual Meeting (see last page for information)

Call to Order

Vice Chair Maggie Labarta called the meeting to order at 9:00 AM.

Roll Call

PRESENT

Vice Chair Maggie Labarta
Member Tina Certain
Member Karen Clarke
Member Karen Cole-Smith
Member Nancy Hardt
Member Patricia Snyder
Member Cheryl Twombly
Member Susanne Wilson Bullard – departed at 9:38 AM

ABSENT

Chair Lee Pinkoson
Member Ken Cornell

Agenda Review, Revision and Approval

Approval of the agenda also approves all of the items on the consent agenda.

ED Murphy removed the item: Budget Amendment Request - 11557 Aces in Motion After School.

Motion to accept the consent agenda as modified made by Member Wilson Bullard, Seconded by Member Twombly.

Voting Yea: Vice Chair Labarta, Member Certain, Member Clarke, Member Cole-Smith, Member Hardt, Member Snyder, Member Twombly, Member Wilson Bullard

Absent: Chair Pinkoson, Member Cornell

Consent Agenda

Any member of the Trust 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.

1. NewboRN Annual Report FY19-20
2. SED Annual Report FY19-20
3. Approval of Budget Amendments to Direct Community Service Contracts in Excess of 10%
 - Budget Amendment Request - 11581 City of Alachua
 - Budget Amendment Request - 11557 Aces in Motion After School

Presentation

4. Presentation – Public Meetings After November 1, 2020

Attorney Stephanie Marchman from Gray Robinson, P.A. presented a memorandum discussing how the Trust should hold public meetings following the expiration of Executive Order 20-246 on November 1, 2020, which allowed for public meetings to be held virtually. Her interpretation of the Florida Sunshine Laws were that the Trust's meetings should be held in person, a quorum of six board members must be physically present in one room, and the public must be able to attend in person as well. Certain circumstances will allow for some board members to attend virtually, while retaining the right to have their votes counted. A discussion about the possibility of reducing the quorum was referred to Ms. Marchman to report on at the next meeting.

Action Items

5. Resolution 2020-19 Board Member and Public Participation at Board and Committee Meetings.

Motion made to approve Resolution 2020-19 Board Member and Public Participation at Board and Committee Meetings by Member Certain, Seconded by Member Clarke.

Voting Yea: Vice Chair Labarta, Member Certain, Member Clarke, Member Cole-Smith, Member Hardt, Member Snyder, Member Twombly

Absent: Chair Pinkoson, Member Cornell, Member Wilson Bullard

General Public Comments

Board Member Comments

Next Meeting Dates

Special Meeting - Wednesday, November 4, 2020 @ 4:00 PM (Virtual Meeting)

Joint Meeting with the Gainesville City Commission

Adjournment

Vice Chair Maggie Labarta adjourned the meeting at 9:51 AM.

DRAFT

Attendee Report**Children's Trust of Alachua County - Special Board Meeting**

Start Time: 10/30/2020 9:00:00 AM - Finish Time: 10/30/2020 9:51:07 AM

Host: ChildrensTrust@childrenstrustofalachuacounty.us

Webinar ID - 842 8620 2170

Panelist Details - Attended

| | |
|---|---|
| Patricia Snyder | patriciasnyder@coe.ufl.edu |
| Bob Swain | bswain@alachuacounty.us |
| Tina Certain | certain@gm.sbac.edu |
| Cheryl Twombly | cheryl.twombly@myflfamilies.com |
| Stephanie Marchman | Stephanie.Marchman@gray-robinson.com |
| Maggie Labarta | maggie.impact@gmail.com |
| Colin Murphy | cmurphy@childrenstrustofalachuacounty.us |
| Dan Douglas | ddouglas@childrenstrustofalachuacounty.us |
| Nancy Hardt | nhardt@gmail.com |
| Karen Clarke | clarkekd@gm.sbac.edu |
| Susanne Wilson Bullard - departed 9:38 am | bullards@circuit8.org |

Attendee Details - Attended

| | |
|-------------------|----------------------------|
| Jamie Stormer | jamie_stormer@mbhci.org |
| Matt Larson | mlarson@elcalachua.org |
| Jacki Hodges | jhodges@elcalachua.org |
| Cindy Bishop | cbishop@alachuacounty.us |
| Laurie Porter | Lporter@ccgnv.org |
| Patty Carroll | Patricia.Carroll@pfsf.org |
| Ellie Chisholm | infinite truth2@gmail.com |
| Jennifer Libby | JenniferL@bbbstampabay.org |
| Olivia Hollier | Ohollier@acso.us |
| Julie Moderie | jmoderie@wellflorida.org |
| Christi Arrington | christi@girlsplace.net |
| Rachel Eubanks | reubanks@elcalachua.org |
| Sherry Kitchens | sherry@cagainesville.org |
| Lauren Levitt | llevitt@iwionline.org |



CHILDREN'S TRUST
OF ALACHUA COUNTY

**SPECIAL MEETING: JOINT MEETING WITH THE CHILDREN'S TRUST OF
ALACHUA COUNTY AND THE GAINESVILLE CITY COMMISSION
MINUTES**

DRAFT

November 04, 2020 at 4:00 PM

Virtual Meeting

Call to Order

Mayor Poe of the Gainesville City Commission called the meeting to order at 4:00 PM.

Roll Call

PRESENT

Chair Lee Pinkoson

Vice Chair Maggie Labarta

Member Tina Certain

Member Karen Cole-Smith

Member Nancy Hardt

Member Patricia Snyder

Member Cheryl Twombly

Member Susanne Wilson Bullard

ABSENT

Member Karen Clarke

Member Ken Cornell

Agenda Review, Revision and Approval

A motion was made by Commissioner Hayes-Santos, seconded by Commissioner Saco, that this Matter be Adopted.

The motion carried by the following vote:

Aye: Commissioner Johnson, Commissioner Hayes-Santos, Mayor Poe, and Commissioner Saco

Absent: Commissioner Simmons, Commissioner Ward, and Mayor-Commissioner Pro Tem Arreola

Presentation

1. 11.4.20 CTAC Presentation

ED Murphy gave a presentation on the History, Mission, and Vision of the CTAC, expanding on CTAC's four primary goals.

Mayor Poe requests that further data/metrics be broken down from county level to reflect the City of Gainesville and the Gainesville Police Department's catchment area.

Mayor Poe asks how the City of Gainesville can help in regards to transportation. The recent City transportation initiative "First Mile/Last Mile", an on-call service that drives people to their nearest bus stop, gave data that 50% of the ridership were students that lived less than two miles from school.

Chair Pinkoson requests more information about the "First Mile/Last Mile" program, Mayor Poe offered to share further metrics.

Mayor Poe asks how the City can help in a more meaningful way with after and out-of-school quality programming, what coordination is the Trust trying to provide to assist children reading at grade-level by third grade, and how can the City help to meet those goals?

ED Murphy reported the new agreement with the UF Youth Develop Research-Practice Partnership (YDRPP) to perform a needs assessment in Alachua County to discover the capacity and gaps in service of summer programs. A strategy would then target kids in grades k-8 to participate in programs that focus on reading skills, as well as other goals identified in the assessment.

Chair Lee Pinkoson explained that the NewboRN program, in which a registered nurse visits all new mothers and children in Alachua County, would serve as a first chance to inform parents of services on offer in the County.

Dr. Nancy Hardt gave examples of ways the City could potentially assist with improving the lives of families and children in Alachua County. She advocated for universal de-escalation training for law enforcement officers, especially when interacting with people with autism. Dr. Hardt also asked the City if housing policies could reflect and assist families with small children faced with eviction; this causes interruptions in school and reading level.

Dr. Hardt asked how after-school programs, such as the BOOST Alliance, handle situations where kids age out of one program, move to the next, and how to ensure children don't fall through the cracks in between.

Mayor Poe confirmed that the Gainesville Police Department participate in de-escalation training, though he will have to report back on specific strategies for people with autism. Regarding evictions, Mayor Poe stated that the City doesn't have a lot of authority to stay eviction notices. He suggested research to learn who has that authority in Alachua County so when a family is found to have this need, we know what can be done.

Commissioner Ward would like RTS services to be free for children in Alachua County.

Commissioner Saco reported that there is a federal law that protects children with homelessness or without steady housing. She suggests the School Board of Alachua County may have information on the McKinney-Vento Act.

Dr. Maggie Labarta suggests that we find services that meet families and children where they are, as this would reduce the transportation issue.

Dr. Patricia Snyder spoke about the Lectio Institute Campaign for Grade-Level Reading working to improve community literacy. Mayor Poe asks for their contact details to invite them to a City Commission meeting to present.

Mayor Poe suggests another meeting in six months.

Adjournment

Chair Lee Pinkoson adjourned the meeting at 5:04 PM.

Attendance:

Chair Lee Pinkoson
Vice-Chair Dr. Maggie Labarta
Treasurer Tina Certain
Member Dr. Karen Cole-Smith
Member Dr. Nancy Hardt
Member Dr. Patricia Snyder
Member Cheryl Twombly
Member Susanne Wilson Bullard

Mayor Lauren Poe
Mayor-Commissioner Pro Tem David Arreola
Commissioner Adrian Hayes-Santos
Commissioner Reina Saco
Commissioner Gail Johnson
Commissioner Harvey Ward

Staff and Representatives

Executive Director - Colin Murphy
Communications Manager - Dr. Dan Douglas
Clerk of the Trust - Ashley Morgan-Daniel
Finance and Administration Manager - Jennifer Rivers
Deputy County Attorney - Bob Swain
City Manager - Lee Feldman
City Clerk - Omichele Gainey
City Attorney - Nicolle Shalley
Office of Equity and Inclusion Director - Teneeshia Marshall

Joined by phone

2525145353
3522312586
3523592859
3523598169
Ms/Mr/Mx Schatz
Julie Moderie
Marie Small

File Attachments for Item:

2. Resolution 2020-21 Personal Vehicle Use – update Employee Handbook with Section 7.171.



Item:

Resolution 2020-21 Personal Vehicle Use – update Employee Handbook with Section 7.171.

Requested Action:

The Trust is asked to approve Resolution 2020-21 Personal Vehicle Use for Section 7.171 of the Employee Handbook.

Background:

Resolution 2020-21 establishes “Section 7.171 Personal Vehicle Use” of the Employee Handbook.

Section 7.171 establishes policies for the Use of Personal Vehicles. The policy requires that an employee using their own vehicle for business purposes is responsible for all maintenance, ensuring it meets legal requirements and safety measures, and that it is legally registered and insured. The employee is also requested to sign a release and waiver of liability.

Attachments:

Resolution 2020-21

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Staff recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY
RESOLUTION 2020-21**

USE OF PERSONAL VEHICLE

WHEREAS, the Trust desires to establish policies regarding the use of employee’s personal vehicles; and

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

SECTION 1: **ADOPTION** “7.171 Use of Personal Vehicle” of the Children's Trust of Alachua County Employee Handbook is hereby *added* as follows:

A D O P T I O N

7.171 Use of Personal Vehicle (Added)

The Employees may use personal vehicles to perform the duties of their positions. If an employee is using their personal vehicle, the Employee is completely responsible for all maintenance to the vehicle to ensure it is compliant with all legal requirements and that all safety measures are fully functional. The Employee is also solely responsible for the legal registration and insurance required for the vehicle and will provide proof of that registration and insurance upon hire and upon request.

Employees may not transport any non-Employer personnel in their personal vehicles while performing work duties.

Employees using their personal vehicle will be required to meet the same qualifications for legal operation of a motor vehicle that would exist as employees operating any Employer-owned vehicle and as pursuant to Florida law and will face the same discipline for any violation of this requirement.

**PASSED AND ADOPTED BY THE CHILDREN'S TRUST OF ALACHUA COUNTY
BOARD _____.**

| | AYE | NAY | ABSENT | NOT VOTING |
|----------------------|------------|------------|---------------|-------------------|
| Lee Pinkoson | _____ | _____ | _____ | _____ |
| Dr. Maggie Labarta | _____ | _____ | _____ | _____ |
| Tina Certain | _____ | _____ | _____ | _____ |
| Dr. Karen Cole-Smith | _____ | _____ | _____ | _____ |
| Ken Cornell | _____ | _____ | _____ | _____ |

| | | | | |
|------------------------|-------|-------|-------|-------|
| Dr. Nancy Hardt | _____ | _____ | _____ | _____ |
| Dr. Patricia Snyder | _____ | _____ | _____ | _____ |
| Cheryl Twombly | _____ | _____ | _____ | _____ |
| Susanne Wilson Bullard | _____ | _____ | _____ | _____ |

Presiding Officer

Attest

Lee Pinkoson, Chairman
Children's Trust of Alachua County

Tina Certain, Treasurer
Children's Trust of Alachua County

File Attachments for Item:

3. October 2020 and November 2020 Checks and Expenditures Report



Item:

October 2020 and November 2020 Checks and Expenditures Report

Requested Action:

The Trust is asked to receive the report.

Background

Resolution 2020-2 requires that “All checks for expenditures or contracts which have not been expressly approved by the Trust shall be reported to the Trust on a monthly basis. The report may be under the consent agenda subject to being removed for further discussion.”

Attachments

October 2020 and November 2020 Bank Activity Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

Children's Trust of Ala Cty LIVE
Bank Account Activity Report
 Reconciled & Un-Reconciled
 From Date: 10/01/2020 - To Date: 10/31/2020

Item 3.

| Bank | Bank Account | | | | | |
|-----------------------|----------------------|---------------------|-------------|------------------|---|-----------|
| Bank of America | ZBA Accounts Payable | | | | | |
| Deposits: | | | | | | |
| Date | Type | Deposit Information | Description | Department | Amount | |
| No Transactions Exist | | | | | | |
| Checks: | | | | | | |
| Status | Check Number | Payment Date | Reconciled | Source | Payee Name | Amount |
| Reconciled | 10126 | 10/09/2020 | 10/19/2020 | Accounts Payable | ALACHUA COUNTY SHERIFF'S OFFICE | 171.94 |
| Reconciled | 10127 | 10/09/2020 | 10/19/2020 | Accounts Payable | CADE MUSEUM FOUNDATION, INC. | 7,100.52 |
| Reconciled | 10128 | 10/09/2020 | 10/19/2020 | Accounts Payable | CDS FAMILY & BEHAVIORAL HEALTH SERVICES, INC. | 27,335.30 |
| Reconciled | 10129 | 10/09/2020 | 10/19/2020 | Accounts Payable | CDW GOVERNMENT | 10,723.14 |
| Open | 10130 | 10/09/2020 | | Accounts Payable | CHILDREN BEYOND OUR BORDERS, INC. | 607.86 |
| Reconciled | 10131 | 10/09/2020 | 10/23/2020 | Accounts Payable | FLORIDA INSTITUTE FOR WORKFORCE INNOVATION, INC. | 5,506.86 |
| Reconciled | 10132 | 10/09/2020 | 10/16/2020 | Accounts Payable | GAINESVILLE REGIONAL UTILITIES | 816.19 |
| Reconciled | 10133 | 10/09/2020 | 10/22/2020 | Accounts Payable | HEALTHY START OF NORTH CENTRAL FL | 27,577.96 |
| Reconciled | 10134 | 10/09/2020 | 10/19/2020 | Accounts Payable | Junior Achievement of Tampa Bay, Inc. | 2,949.82 |
| Reconciled | 10135 | 10/09/2020 | 10/16/2020 | Accounts Payable | NAMI GAINESVILLE, INC. | 5,997.50 |
| Reconciled | 10136 | 10/09/2020 | 10/19/2020 | Accounts Payable | OFFICE DEPOT | 317.61 |
| Reconciled | 10137 | 10/09/2020 | 10/19/2020 | Accounts Payable | OFFICE ENVIRONMENTS, INC. | 40,610.89 |
| Reconciled | 10138 | 10/09/2020 | 10/21/2020 | Accounts Payable | REAL ESTATE ACQUISITION FOR CHILDREN, LLC | 2,505.00 |
| Reconciled | 10139 | 10/09/2020 | 10/19/2020 | Accounts Payable | Shands Teaching Hospital and Clinics, Inc. | 5,970.35 |
| Reconciled | 10140 | 10/09/2020 | 10/19/2020 | Accounts Payable | University of Florida Board of Trustees | 10,104.00 |
| Reconciled | 10141 | 10/16/2020 | 10/26/2020 | Accounts Payable | Ameris Bank | 3,423.10 |
| Reconciled | 10142 | 10/16/2020 | 10/21/2020 | Accounts Payable | BIG BROTHERS BIG SISTERS OF TAMPA BAY, INC. | 6,535.80 |
| Reconciled | 10143 | 10/16/2020 | 10/20/2020 | Accounts Payable | CDS FAMILY & BEHAVIORAL HEALTH SERVICES, INC. | 10,219.49 |
| Reconciled | 10144 | 10/16/2020 | 10/23/2020 | Accounts Payable | CDW GOVERNMENT | 1,304.00 |
| Reconciled | 10145 | 10/16/2020 | 10/22/2020 | Accounts Payable | First Florida Insurance Brokers LLC | 6,000.00 |
| Reconciled | 10146 | 10/16/2020 | 10/21/2020 | Accounts Payable | MUNICODE | 7,425.00 |
| Reconciled | 10147 | 10/16/2020 | 10/22/2020 | Accounts Payable | PLANNED PARENTHOOD of S.FL & TREASURE COAST, INC. | 2,449.26 |
| Reconciled | 10148 | 10/16/2020 | 10/26/2020 | Accounts Payable | UNITED CHURCH OF GAINESVILLE | 5,746.55 |

Children's Trust of Ala Cty LIVE
Bank Account Activity Report

Item 3.

Reconciled & Un-Reconciled
 From Date: 10/01/2020 - To Date: 10/31/2020

| Bank | Bank Account | | | | | |
|------|--------------|-------|------------|------------------|---|---|
| . | Open | 10149 | 10/23/2020 | Accounts Payable | EARLY LEARNING COALITION OF ALACHUA COUNTY, INC. | 47,400.00 |
| | Open | 10150 | 10/23/2020 | Accounts Payable | Girls on the Run of Alachua County | 860.28 |
| | Open | 10151 | 10/23/2020 | Accounts Payable | Junior Achievement of Tampa Bay, Inc. | 5,074.46 |
| | Open | 10152 | 10/23/2020 | Accounts Payable | KIDS COUNT IN ALACHUA COUNTY, INC. | 2,614.02 |
| | Open | 10153 | 10/23/2020 | Accounts Payable | NAMI GAINESVILLE, INC. | 4,527.50 |
| | Open | 10154 | 10/23/2020 | Accounts Payable | NEW TECHNOLOGY MADE SIMPLE NOW, INC. | 7,974.99 |
| | Open | 10155 | 10/23/2020 | Accounts Payable | OFFICE DEPOT | 23.49 |
| | Open | 10156 | 10/23/2020 | Accounts Payable | Peaceful Paths Inc. | 2,418.79 |
| | Open | 10157 | 10/23/2020 | Accounts Payable | RENAISSANCE JAX INC | 1,599.96 |
| | Open | 10158 | 10/23/2020 | Accounts Payable | Ricoh USA, Inc. | 4,258.00 |
| | Open | 10159 | 10/23/2020 | Accounts Payable | THE CHILDREN'S HEALTH IMAGINATION LEARNING & DEV | 36,964.82 |
| | Open | 10160 | 10/23/2020 | Accounts Payable | UNITED WAY OF NORTH CENTRAL FL | 1,369.90 |
| | Reconciled | 10161 | 10/23/2020 | 10/30/2020 | Accounts Payable | University of Florida Board of Trustees |
| | Open | 10162 | 10/23/2020 | Accounts Payable | University of Florida Board of Trustees | 1,946.00 |
| | Open | 10163 | 10/30/2020 | Accounts Payable | BANK OF AMERICA | 174.81 |
| | Open | 10164 | 10/30/2020 | Accounts Payable | BLACK ON BLACK CRIME TASK FORCE OF GAINESVILLE | 2,611.09 |
| | Open | 10165 | 10/30/2020 | Accounts Payable | City of Alachua | 8,758.30 |
| | Open | 10166 | 10/30/2020 | Accounts Payable | CULTURAL ARTS COALITION INC. | 6,000.00 |
| | Open | 10167 | 10/30/2020 | Accounts Payable | FLORIDA CHILDREN'S COUNCIL | 12,000.00 |
| | Open | 10168 | 10/30/2020 | Accounts Payable | GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION | 7,516.23 |
| | Open | 10169 | 10/30/2020 | Accounts Payable | HEALTHY START OF NORTH CENTRAL FL | 45,214.41 |
| | Open | 10170 | 10/30/2020 | Accounts Payable | MERIDIAN BEHAVIORAL HEALTHCARE INC | 21,855.51 |
| | Open | 10171 | 10/30/2020 | Accounts Payable | Shands Teaching Hospital and Clinics, Inc. | 57,571.30 |
| | Open | 10172 | 10/30/2020 | Accounts Payable | THE GREENHOUSE CHURCH, INC. | 4,722.84 |
| | Open | 10173 | 10/30/2020 | Accounts Payable | UNITED WAY OF NORTH CENTRAL FL | 3,907.26 |
| | Open | 10174 | 10/30/2020 | Accounts Payable | University of Florida Board of Trustees | 2,247.00 |
| | Open | 10175 | 10/30/2020 | Accounts Payable | VINEYARD CHRISTIAN FELLOWSHIP OF GAINESVILLE, INC | 4,485.42 |
| | | | | | | \$487,125.77 |

EFTs:

Children's Trust of Ala Cty LIVE
Bank Account Activity Report
 Reconciled & Un-Reconciled
 From Date: 10/01/2020 - To Date: 10/31/2020

Item 3.

| Bank | Bank Account | | | | | | |
|-------------------------|-----------------------|------------|--------------|-------------|--------|------------------|--------|
| . | Status | EFT Number | Payment Date | Reconciled | Source | Payee Name | Amount |
| | No Transactions Exist | | | | | | |
| Returned Checks: | | | | | | | |
| | Date | Payer | | | | Check Number | Amount |
| | No Transactions Exist | | | | | | |
| Wire Transfers: | | | | | | | |
| | Type | Date | Vendor | Description | | Internal Account | Amount |
| | No Transactions Exist | | | | | | |
| Adjustments: | | | | | | | |
| | Type | Date | Description | | | | Amount |
| | No Transactions Exist | | | | | | |

Children's Trust of Ala Cty LIVE
Bank Account Activity Report
 Reconciled & Un-Reconciled
 From Date: 11/01/2020 - To Date: 11/30/2020

Item 3.

| Bank | Bank Account | | | | | |
|-----------------------|----------------------|---------------------|-------------|------------------|---|-------------|
| Bank of America | ZBA Accounts Payable | | | | | |
| Deposits: | | | | | | |
| Date | Type | Deposit Information | Description | Department | Amount | |
| No Transactions Exist | | | | | | |
| Checks: | | | | | | |
| Status | Check Number | Payment Date | Reconciled | Source | Payee Name | Amount |
| . | | | | | | |
| Open | 10176 | 11/13/2020 | | Accounts Payable | ALACHUA COUNTY BOCC | 1,802.07 |
| Open | 10177 | 11/13/2020 | | Accounts Payable | GAINESVILLE REGIONAL UTILITIES | 156.99 |
| Open | 10178 | 11/13/2020 | | Accounts Payable | Health Equity Inc | 250.00 |
| Open | 10179 | 11/13/2020 | | Accounts Payable | Neon Poet Creative LLC | 300.00 |
| Open | 10180 | 11/13/2020 | | Accounts Payable | Newmans Heating and Air Conditioning, Inc. | 1,204.79 |
| Open | 10181 | 11/13/2020 | | Accounts Payable | OFFICE DEPOT | 234.31 |
| Open | 10182 | 11/17/2020 | | Accounts Payable | Ameris Bank | 1,478.17 |
| Open | 10183 | 11/17/2020 | | Accounts Payable | Florida Retirement System | 3,663.98 |
| Open | 10184 | 11/25/2020 | | Accounts Payable | ALACHUA COUNTY SHERIFF'S OFFICE | 1,738.34 |
| Open | 10185 | 11/25/2020 | | Accounts Payable | BLACK ON BLACK CRIME TASK FORCE OF GAINESVILLE | 4,752.22 |
| Open | 10186 | 11/25/2020 | | Accounts Payable | CHILDREN BEYOND OUR BORDERS, INC. | 337.01 |
| Open | 10187 | 11/25/2020 | | Accounts Payable | GAINESVILLE REGIONAL UTILITIES | 700.00 |
| Open | 10188 | 11/25/2020 | | Accounts Payable | Health Equity Inc | 75.00 |
| Open | 10189 | 11/25/2020 | | Accounts Payable | KIDS COUNT IN ALACHUA COUNTY, INC. | 664.00 |
| Open | 10190 | 11/25/2020 | | Accounts Payable | NAMI GAINESVILLE, INC. | 4,288.67 |
| Open | 10191 | 11/25/2020 | | Accounts Payable | OFFICE DEPOT | 211.98 |
| Open | 10192 | 11/25/2020 | | Accounts Payable | OFFICE ENVIRONMENTS, INC. | 16,903.57 |
| Open | 10193 | 11/25/2020 | | Accounts Payable | PLANNED PARENTHOOD of S.FL & TREASURE COAST, INC. | 2,025.02 |
| Open | 10194 | 11/25/2020 | | Accounts Payable | REAL ESTATE ACQUISITION FOR CHILDREN, LLC | 4,880.00 |
| Open | 10195 | 11/25/2020 | | Accounts Payable | Shands Teaching Hospital and Clinics, Inc. | 16,723.18 |
| Open | 10196 | 11/25/2020 | | Accounts Payable | THE CHILDREN'S HEALTH IMAGINATION LEARNING & DEV | 17,041.02 |
| Open | 10197 | 11/25/2020 | | Accounts Payable | University of Florida Board of Trustees | 1,000.00 |
| Open | 10198 | 11/25/2020 | | Accounts Payable | VINEYARD CHRISTIAN FELLOWSHIP OF GAINESVILLE, INC | 4,485.42 |
| | | | | | | \$84,915.74 |

Children's Trust of Ala Cty LIVE
Bank Account Activity Report
 Reconciled & Un-Reconciled
 From Date: 11/01/2020 - To Date: 11/30/2020

Item 3.

| Bank | Bank Account | | | | | | | | | | | | | | |
|-------------------------|--|--------------|-------------|------------------|-------------|-----------------------|------------|-----------------------|-----------------------|--|--|--|--|--|--|
| <hr/> | | | | | | | | | | | | | | | |
| . | | | | | | | | | | | | | | | |
| EFTs: | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Status</th> <th>EFT Number</th> <th>Payment Date</th> <th>Reconciled</th> <th>Source</th> <th>Payee Name</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="7">No Transactions Exist</td> </tr> </tbody> </table> | Status | EFT Number | Payment Date | Reconciled | Source | Payee Name | Amount | No Transactions Exist | | | | | | |
| Status | EFT Number | Payment Date | Reconciled | Source | Payee Name | Amount | | | | | | | | | |
| No Transactions Exist | | | | | | | | | | | | | | | |
| <hr/> | | | | | | | | | | | | | | | |
| . | | | | | | | | | | | | | | | |
| Returned Checks: | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Payer</th> <th>Check Number</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="4">No Transactions Exist</td> </tr> </tbody> </table> | Date | Payer | Check Number | Amount | No Transactions Exist | | | | | | | | | |
| Date | Payer | Check Number | Amount | | | | | | | | | | | | |
| No Transactions Exist | | | | | | | | | | | | | | | |
| <hr/> | | | | | | | | | | | | | | | |
| . | | | | | | | | | | | | | | | |
| Wire Transfers: | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Type</th> <th>Date</th> <th>Vendor</th> <th>Description</th> <th>Internal Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="6">No Transactions Exist</td> </tr> </tbody> </table> | Type | Date | Vendor | Description | Internal Account | Amount | No Transactions Exist | | | | | | | |
| Type | Date | Vendor | Description | Internal Account | Amount | | | | | | | | | | |
| No Transactions Exist | | | | | | | | | | | | | | | |
| <hr/> | | | | | | | | | | | | | | | |
| . | | | | | | | | | | | | | | | |
| Adjustments: | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Type</th> <th>Date</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="4">No Transactions Exist</td> </tr> </tbody> </table> | Type | Date | Description | Amount | No Transactions Exist | | | | | | | | | |
| Type | Date | Description | Amount | | | | | | | | | | | | |
| No Transactions Exist | | | | | | | | | | | | | | | |

File Attachments for Item:

4. Approval of Budget Amendments to Direct Community Service Contracts in Excess of 10%



Item:

Approval of Budget Amendments to Direct Community Service Contracts in Excess of 10%

Requested Action:

The Trust is asked to approve the Budget Amendment Requests.

Background

Section 6.70 "Contract Amendments" of the Procurement Policies requires that the Board approve Budget Amendment Request for Direct Community Services contract that move funds between line items in excess of 10% of the contract amount.

Attachments

Request for Contract # 11566 – NAMI Jacksonville

Programmatic Impact:

N/A

Fiscal Impact:

N/A

Recommendation:

Staff recommends approval

nami Gainesville

National Alliance on Mental Illness

November 25, 2020

Mr. Colin Murphy
Executive Director
Children's Trust of Alachua County
P.O. Box 5669
Gainesville, FL 32627

Dear Mr. Murphy,

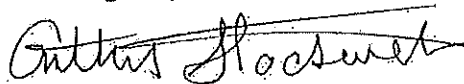
Please find attached a Budget Revision and Amendment Request Form that adjusts our three budgeted line items to accommodate for changes to our plan, caused by the pandemic.

In summary, the Ending the Silence (ETS) presentations and related travel costs have surplus-un-used budget balances because the Alachua County Schools were suspended for a large part of 2020, which prevented us from starting the ETS program as planned. The Youth Peer Mentoring program's funds are nearly exhausted because that program's development was only moderately affected by the Pandemic.

The requested changes transfer the un-used budget balances from ETS and travel to the Youth Peer Mentoring Plan which should be sufficient to fund the Youth Mentoring program through January 2021.

Please feel free to call me at the number below if you have any specific questions about the attached request.

Best Regards,



Arthur Stockwell
Executive Director,
NAMI Gainesville, Inc.
352 575-8307



CHILDREN'S TRUST
OF ANDERSON COUNTY

BUDGET REVISION AND AMENDMENT REQUEST FORM (<10%)

A Budget Amendment Request Form must be submitted for CTAC approval. Please answer the questions below to support your request.

Organization Name: NAMI Gainesville, Inc. artstockewell@namigainesville.org
 Project Title: Support, Training and advocacy for children and youth with mental illness
 Request for Award ID: RFA-937 Preparer's Phone: 352-575-8307
 Agreement Number: 11566
 Budget Contact Name & Phone: Arthur Stockwell 352-575-8307 Revision # (1, 2, 3) 1
 Request Date: 11/25/20 Amendment # (1, 2, 3) 1

Please answer the following qualifying questions (IF REQUESTING AMENDMENT TO ORIGINAL AWARD AMOUNT)

- 1 Is there a change in the scope or the objective of the project?
- 2 Is there a change in key personnel specific to the award amount?
- 3 Does this budget amendment or the cumulative sum of amendments increase the budget more than 10% of award amount?



Select Yes/No
 No
 No
 No

If your answer is "Yes" to at least one of the above questions, STOP & CONTACT CTAC TO DISCUSS YOUR REQUEST.

| PROJECT BUDGET | Approved Budget | Expensed Y-T-D | REASE/DECREASE AMOI | NEW LINE AMOUNT |
|---|---------------------|----------------|---------------------|---------------------|
| Personnel Expenses | | | | |
| Salaries & Wages | | | | |
| (List position and indicate FT or PT) | | | | |
| | 29,422.00 | 24,154.49 | 8,879.57 | 38,301.57 |
| | 7,355.00 | 105.00 | (7,250.00) | 105.00 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Total Salaries & Wages | \$ 36,777.00 | \$ - | \$ 1,629.57 | \$ 38,406.57 |
| Total Personnel Expenses (Amendment) | \$ 36,777.00 | \$ - | \$ 1,629.57 | \$ 38,406.57 |

| Operating Expenses (Non-Personnel) | Approved Budget | Expensed YTD | Increase/Decrease Amount | New Line Amount |
|---|---------------------|--------------|--------------------------|---------------------|
| | 1,800.00 | 170.43 | (1,629.57) | 170.43 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Other Operating Expenses (List Below): | | | | |
| | | | | |
| Capital | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total Operating Expenses | \$ 1,800.00 | | \$ (1,629.57) | \$ 170.43 |
| TOTAL EXPENSES | | | | |
| (Personnel + Operating) | \$ 38,577.00 | - | \$ (1,629.57) | \$ 38,577.00 |

TOTAL ORIGINAL BUDGET \$ 38,577.00
 DECREASE AMOUNT \$ -
 INCREASE/DECREASE TOTAL \$ 8,979.57
 PERCENTAGE OF ORIGINAL BUDGET 23%

For Office Use Only
 Request Approved:
 Request Denied:
 Authorized Approver:

Yes/No (Dropdown Box)
 Yes
 Colin Murphy, Executive Director
 Invoice@childrenstrustofalachuacounty.us
 Children's Trust of Alachua County
 Attn: Finance & Administration Manager
 PO Box 5669
 Gainesville, FL 32627
 (Email Preferred Method)
 On Mail to PO Box
 12/12/20

Arthur Frederick
 Executive Director
 NAMI Gainesville
 352-575-8307

Vendor #

File Attachments for Item:

5. FY2020 Annual Report



Item:

FY2020 Annual Report

Requested Action:

Authorize the Chair to sign the transmittal letter and send the Report to the Alachua Board of County Commissioners.

Background

Required by Section 125.901 of the Florida Statutes.

Attachments

Transmission Letter
FY2020 Annual Report

Programmatic Impact:

None

Fiscal Impact:

None

Recommendation:

Staff recommends approval.



CHILDREN'S TRUST
OF ALACHUA COUNTY

Children's Trust of Alachua County Item 5.
802 NW 5th Ave, Suite 100
P.O. Box 5669
Gainesville, FL 32627
(352) 374-1830

BOARD MEMBERS

Lee Pinkoson
Chair

Gubernatorial Appointee

Dr. Maggie Labarta
Vice Chair

Gubernatorial Appointee

Tina Certain
Treasurer

School Board Member

Hon. Susanne Wilson Bullard
Circuit Judge

Dr. Karen Cole-Smith
Gubernatorial Appointee

Ken Cornell
County Commissioner

Dr. Nancy Hardt
Gubernatorial Appointee

Dr. Patricia Snyder
Gubernatorial Appointee

Cheryl Twomhly *Community
Development Administrator
Department of Children and
Families*

Colin Murphy
Executive Director

December 7, 2020

Hon. Ken Cornell, Chair
Alachua County Board of County Commissioners
12 SE 1st Street, 2nd Floor
Gainesville, FL 32601

Re: Children's Trust of Alachua County Annual Report

Dear Chairman Cornell,

In accordance with 125.901 Florida Statute, the Children's Trust of Alachua County is pleased to submit the FY2020 Annual Report for your consideration. The Trust is proud of the remarkable year of progress, in the most challenging time, in support of our children in the county.

We are in the process of completing the current service provider contracts while establishing funding priorities going forward. One priority of note is to establish summer programs based on a needs assessment by the Youth Development Research-Practice Partnership (YDRPP) of the University of Florida.

As always, we stand ready to answer questions and to engage in our ongoing discussions of how we can improve the lives of our children and open up opportunities for their futures.

Sincerely,

Lee Pinkoson
Chair

Copies to: All Alachua County Commissioners
Michele Lieberman, County Manager



Annual Report FY2020

Introduction

In November 2018, the voters of Alachua County approved a referendum, by over 61 percent, on the creation of the Children's Trust of Alachua County (CTAC) to provide children's services throughout Alachua County (see Appendix A).

The Trust was established pursuant to Section 125.901 Florida Statute and Alachua County Ordinance 18-08. Both the ordinance and the statute require an annual report be delivered to the County Commission by January 1 that provides a description of the services offered by the CTAC, a description of their effectiveness, the procedures used to identify at-risk children, and evidence that these services meet the goals of the ordinance. (The complete list of requirements for the annual report can be found in Appendix B.)

FY20 was the first year that the Children's Trust of Alachua County collected ad valorem tax revenues. FY20 saw the Trust begin to build a strong infrastructure and foundation for the future. Highlights for the year include the following:

Programs

- Assured the continuation of the three initiatives started by the Children's Services Advisory Board: The NewboRN Home Visiting Program, the Transformational Professional Development Program, and the Social and Emotional Development Program.
- Awarded \$250,000, 3-year grant from the Pritzker Children's Initiative to support the development of a Prenatal-to-3 early learning system in Alachua County.
- Supported the community during the COVID-19 pandemic by funding "Pandemic Learning Pods", an initiative designed support out-of-school, virtual learning during the school day.
- Issued and contracted for RFP 20-937, designed to provide start-up and expansion funding to programs serving children ages 6 to 18 years. The RFP describes the program in the following manner:

Funding Categories

CTAC will consider applications for funding in five categories generally described below. Applicants are responsible for determining which funding category(ies) most closely aligns with the proposed project. Applicants may select more than one category for the proposed project.

- 1. Seasonal Expansion or Pilot Programs: This could include increased staffing and operational costs to expand capacity to serve youth via Spring/Summer time programming. Additionally, it could fund pilot programs that would be concluded, with measurable outcomes, prior to October 1, 2020 and/or,*
- 2. Increase Service Volume: Build system capacity and/or improved quality programming to serve additional youth, i.e., transportation and programming in school buildings and provide transportation home after out of school time activities, and/or*
- 3. Innovation Fund: New and innovative projects focusing on priority issues to promote the growth and development of children and adolescents including treating children that have experienced trauma. New ways to solve old problems that are cost-effective, data-driven and lead to better results which can include promising approaches showing signs of effectiveness that have the potential for greater scale, and or*
- 4. System Capacity Building: Non-profit organization work force development in evidenced based practice, leadership, use of data and program evaluation models, system of coordination, grant writing, volunteer coordination, collaborative administration coordination, professional development for youth development workers, development of out of school standards and practices, etc.*
- 5. Capital Improvements: One-time capital improvements that would increase capacity to serve youth from birth to age 18, in existing programs that can be fully expended no later than September 30, 2020, unless approved by the CTAC. This could include items like expanded use of technology, educational and recreational equipment, vehicle purchases, etc. "Capital" is defined as a tangible item with an estimated useful life of greater than 12 months and an acquisition cost exceeding \$5,000.00 per unit of measure. Awards in this category up to \$500,000.00 with a total of \$1,000,000.00 for this solicitation.*

Operations

- Board hired Executive Director.
- Established a Technical Advisory Committee to provide feedback on community-level data.
- Developed 4 Results for children with the intent of prioritizing future funding.
- Evaluated programs and made funding recommendations for FY21.
- Adopted FY21 Millage Rate and Budget.
- Hired an Executive Assistant/Clerk of the Trust, a Finance and Administration Manager, and a Fiscal Assistant.
- Leased office space at 802 NW 5th Ave, Suite 100.
- Developed website.
- Developed procurement policies.
- Developed investment policies (with the assistance of the Clerk of the Court).
- Developed budget policies (with the assistance of the Board of County Commissioners).
- Developed policies and procedures around provider reimbursements.
- Developed a Provider Manual.
- Implemented an HR administration system.
- Developed job descriptions.
- Developed job classifications and pay plans.
- Developed an employee benefits package.
- Enrolled in the Florida Retirement System.
- Developed an employee handbook.
- Supported 13 Trust meetings in the new virtual environment.

Looking Forward

- In FY21, we will complete the contracts from last year's RFP while developing funding priorities going forward.
- Initiate summer programs based on a needs assessment from performed by the Youth Development Research-Practice Partnership (YDRPP) of the University of Florida.
- Perform gaps analysis for children ages 6 – 18.
- Use relationship with the Pritzker Children's Initiative to enhance programming for children ages 0 – 5.
- The following positions will be filled in FY21 (see Appendix D):
 - Community Engagement Manager
 - Contract Manager (2)
 - Research and Evaluation Manager

Effectiveness

The Trust adopted the Results-Based Accountability Framework to evaluate program effectiveness. Results-Based accountability holds programs accountable for: quantitative measures (how much?), qualitative measures (how well?), and outcome measures (better offs).

Given that this was the first year of funding from the CTAC, the CTAC was most concerned with the ability of the contracted providers to collect and report data in the required format. An analysis of end-of-year reports found that the Trust received end-of-year reports from each contracted program.

The majority of the programs were capable of reporting basic performance metrics related to measuring how well a program was implemented such as percentage of participants served. Looking ahead, the Trust will consider adding additional key metrics like staff training/certifications, safety, quality, staffing ratios and participant satisfaction in future scopes of services, as well as specific measures in order to determine the outcomes.

Procedures

Trust programs included a variety of screening and eligibility tools to determine children and youth who would be best served by CTAC programs. Examples would include the following screening tools:

- Ages and Stages Questionnaire (ASQ) – screens for developmental delays; used in the Transformational Professional Development Program.
- Protective Factors Survey – screens for risk of abuse and neglect using the following protective factors: Family Functioning/Resiliency, Social Support, Concrete Support, Knowledge of Parenting and Child Development, Nurturing and Attachment.

Goals

CTAC formed a Technical Advisory Committee, which met from November 2019 to June 2020, and presented the Trust with four key Results for Children. The Board adopted them at the August 30, 2020 meeting. They include:

Result 1: All children are born healthy and remain healthy.

Indicators:

- Infant mortality rate per 1,000 live births
- Hospitalizations for self-inflicted injuries ages 12-18
- Bacterial STDs 14-19
- Child Food Insecurity rate

Result 2: All children can learn what they need to be successful.

Indicators:

- Children ready for kindergarten
- 3rd Grade reading levels
- High School Graduation rates

Result 3: All children have nurturing, supportive caregivers and relationships,

- Children subject to Maltreatment
- Youth Arrests
- Children in foster care

Result 4: All children live in a safe community.

- Households with severe housing problems
- Violent crimes
- Child (ages 5-11) passengers injured or killed in motor vehicle accidents

Personnel

In February 2020, the Trust hired its first executive director, Colin Murphy, who has expanded the staff in FY20 and FY21 to include (see Appendix D):

- Clerk of the Trust/Executive Assistant
- Director of Program Operations
- Finance and Administration Manager
- Fiscal Assistant
- Communications Manager
- Early Childhood Coordinator and Pritzker Children's Initiative Fellow

Budget

The FY21 budget continues to fund the Trust's operations at 0.500 mills for a total tax levy of \$8,149,722, an increase of \$500,022 over the previous year's adjusted ad valorem proceeds. In addition to the General Fund, the FY21 budget proposes the addition of a Special Revenue Fund to account for grant-funded initiatives as well as a Capital Projects Fund as the Trust makes future plans for a data collection and management information system and future needed space. For more detail see the attached charts (see Appendix E and Appendix F)

CTAC Funding

- Children - 15,516, with duplicates likely across programs
- Agencies - 43
- Programs - 47
- Total Awards - \$3 million
- Median Award -\$29,554
- Awards ranged from \$5,812 to \$439,228
- \$773,991 was the median revenue from funded agencies and ranged from \$33,000 to \$41 million
- The median age of agencies funded was 17 years and ranged from 3 years to 63 years
- 45% of agencies had available 990 IRS information on Philanthropy Hub or publicly available sources
- Three programs from the Children Services Advisory Board are continued to be funded:

- NewboRN Home Visiting
- Transformational Professional Development
- Healthy Social and Emotional Development

Based on activities described in the scope of services, programs were categorized into six general program types:

| Type of Program | # of Programs | Total Awards | Expected # of Children to be Served |
|--------------------------------------|---------------|--------------|-------------------------------------|
| Health - General Care | 4 | \$437,953 | 3820 |
| Health - Mental/Behavioral Health | 4 | \$585,320 | 470 |
| Health - Oral Health Access | 1 | \$73,437 | 300 |
| Out of School Time/Youth Development | 31 | \$1,276,098 | 8843 |
| Professional Development | 4 | \$520,288 | 1843 |
| Other | 3 | \$125,366 | 240 |
| Grand Total | 47 | \$3,018,462 | 15516 |

Based on demographics described in the scope of services, programs were categorized into target populations:

| Target Populations | # of Programs | Total Award | Expected # of Children to be Served |
|---|---------------|-------------|-------------------------------------|
| All Ages | 1 | \$25,500 | - |
| Early Childhood | 3 | \$1,193,864 | 5,128 |
| School-Age: 6-18 yrs | 18 | \$840,242 | 2,322 |
| School-Age: Elementary | 8 | \$289,286 | 3,530 |
| School-Age: Elementary & Middle School | 7 | \$161,084 | 186 |
| School-Age: Middle School | 1 | \$104,960 | 3,500 |
| School-Age: Middle School & High School | 8 | \$306,652 | 890 |
| School-Age: High School | 1 | \$96,874 | 50 |
| Grand Total | 47 | \$3,018,462 | 15,516 |

Powers and Authority of the Children's Trust of Alachua County

1. To provide and maintain within the County such preventive, developmental, treatment, and rehabilitative services for children as the council determines are needed for the general welfare of the County.
2. To provide such other services for all children as the council determines are needed for the general welfare of the County.
3. To allocate and provide funds for other agencies in the County which are operated for the benefit of children, provided they are not under the exclusive jurisdiction of the public school system.
4. To collect information and statistical data which will be helpful to the council in deciding the needs of children in the County (see Appendix C).
5. To consult with other agencies dedicated to the welfare of children to the end that the overlapping of services will be prevented.
6. To lease or buy such real estate, equipment, and personal property and to construct such buildings as are needed to execute the foregoing powers and functions, provided that no such purchases shall be made or building done except for cash with funds on hand or secured by funds deposited in financial institutions.
7. To employ and pay, on a part-time or full-time basis, personnel needed to execute the foregoing powers and functions.
8. To enter into agreements with government agencies to provide administrative services.
9. All powers, functions, and duties specified in Section 125.901, Florida Statutes.

Section 125.901, Florida Statutes.

- a. Information on the effectiveness of activities, services, and programs offered by the council, including cost-effectiveness.
- b. A detailed anticipated budget for continuation of activities, services, and programs offered by the council, and a list of all sources of requested funding, both public and private.
- c. Procedures used for early identification of at-risk children who need additional or continued services and methods for ensuring that the additional or continued services are received.
- d. A description of the degree to which the council's objectives and activities are consistent with the goals of this section (see Appendix C).
- e. Detailed information on the various programs, services, and activities available to participants and the degree to which the programs, services, and activities have been successfully used by children.
- f. Information on programs, services, and activities that should be eliminated; programs, services, and activities that should be continued; and programs, services, and activities that should be added to the basic format of the children's services council.

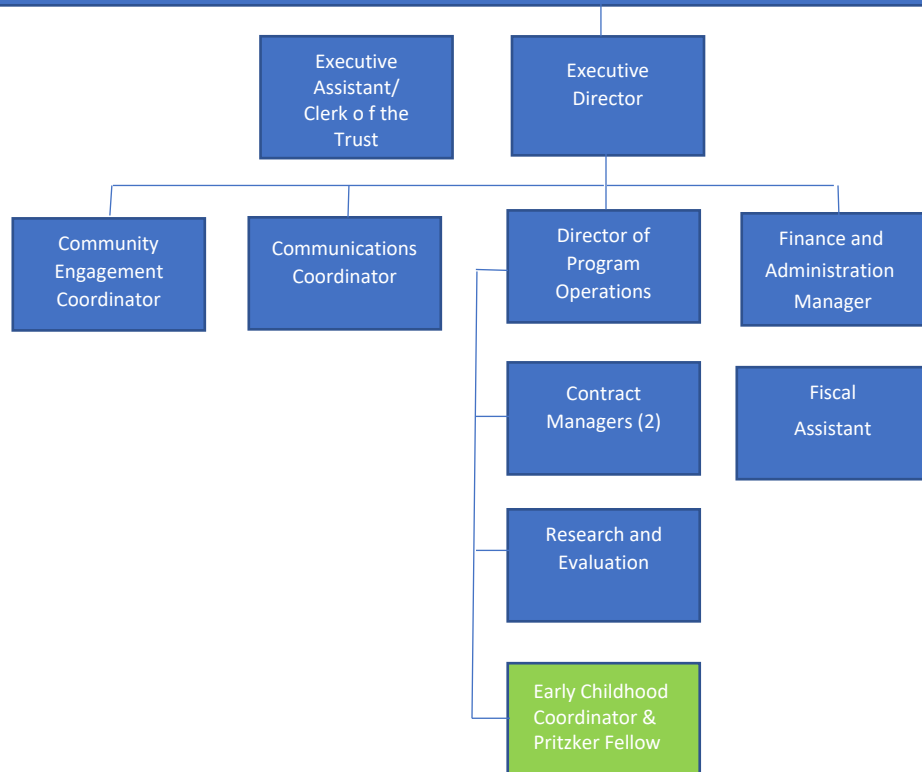
Goals and Activities

| | Powers, duties and functions in Section 125.901 | Evidence that the CTAC's goals and activities are consistent with this section |
|----|---|--|
| 1. | To provide and maintain in the county such preventative, developmental, treatment, and rehabilitative services for children as the council determines are needed for the general welfare of the county. | The CTAC maintained the funding for the following three initiatives deemed important to the county by the CTAC: 1) the NewboRN Home Visiting Program, 2) the Transformational Professional Development Program, and 3) the Social Emotional Development Program. |
| 2. | To provide such other services for all children as the council determines are needed for the general welfare of the county. | The CTAC released RFA 20-937 with the intent to address the general welfare of the county by requesting proposals that addresses the following needs: 1) Seasonal Expansion or Pilot Programs, 2) Increased Service Volume, 3) Innovation Funding, 4) System Capacity Building, and 5) Capital Improvements. |
| 3. | To allocate and provide funds for other agencies in the county which are operated for the benefit of children, provided they are not under the jurisdiction of the school system. | A list of funded agencies and programs are included in Appendix E. |
| 4. | To collect information on statistical data and to conduct research which will be helpful to the council and the county in deciding the needs of children in the county. | The CTAC formed a Technical Advisory Committee to review existing data and information to identify existing strengths and needs and identify important areas that lacked comprehensive information and needed additional data. The Trust used the data to adopt four Results for children and corresponding indicators. The four results areas are as follows: 1) All children are born healthy and remain healthy, 2) All children can learn what they need to be successful, 3) All children have nurturing, supportive caregivers and relationships, and 4) All children live in a safe community. |
| 5. | To consult and coordinate with other agencies dedicated to the welfare of children to the end that the overlapping of services will be prevented. | The CTAC has coordinated with many agencies including the School Board of Alachua County, the City of Gainesville, and the Early Learning Coalition of Alachua County in order to prevent overlapping services. |

| | | |
|----|--|---|
| 6. | To lease or buy such real estate, equipment, and personal property and to construct such buildings as are needed to execute the foregoing powers and functions, provided that no such purchases shall be made or building done unless paid for with cash on hand or secured by funds deposited in financial institutions. Nothing in this subparagraph shall be construed to authorize a district to issue bonds of any nature, nor shall a district have the power to require the imposition of any bond by the governing body of the county. | The CTAC leased office property at 802 NW 5th Ave, Suite 100, and purchased the requisite furniture and fixtures. The CTAC also purchased computers, printers, and a copier in order to carry out its functions and duties. |
| 7. | To employ, pay, and provide benefits for any part-time or full-time personnel needed to execute the foregoing powers and functions. | The CTAC Board hired an executive director. The executive director hired a Finance and Administration Manager, and Executive Assistant/Clerk, and a fiscal assistant. |
| 8. | To enter into agreements with government agencies to provide administrative services. | CTAC has an interlocal agreement with the Alachua County Board of County Commissioners and the Clerk of the Court for legal services, ITY services and use of the New World ERP System from the BoCC. CTAC also participates in the Health, Dental, Vision and Life Insurance Plan. CTAC also receives accounting services from the Clerk of the Court. |
| 9. | All powers, functions, and duties specified in Section 125.901, Florida Statutes. | See the entire Annual Report. |

ORGANZATIONAL CHART

Children's Trust of Alachua County Trust Members



**FY 2021 Approved Budget
By Function and By Object**

| ESTIMATED REVENUES | General Fund | Special Revenue | Capital Projects | TOTAL REVENUES |
|---|---------------------|------------------------|-------------------------|-----------------------|
| Ad Valorem Taxes (95% of .5000 mills, or \$8,149,722) | \$ 7,742,236 | | | \$7,742,236 |
| Intergovernmental Revenues | \$ 8,000 | \$216,630 | | \$224,630 |
| Interest Income | \$ 16,500 | | | \$16,500 |
| Contributions from Private Sources | \$ - | \$83,333 | | \$83,333 |
| TOTAL REVENUES | \$7,766,736 | \$299,963 | \$0 | \$8,066,699 |
| Beginning Fund Balance | \$4,500,000 | | \$0 | \$4,500,000 |
| Use of Fund Balance | (\$2,761,615) | | \$0 | (\$2,761,615) |
| Transfers In | \$0 | \$38,667 | \$300,000 | \$338,667 |
| Total Estimated Revenues and Use of Fund Balance | \$9,505,121 | \$338,630 | \$300,000 | \$10,143,751 |

| EXPENDITURES | General Fund | Special Revenue | Capital Projects | TOTAL EXPENDITURES |
|---|---------------------|------------------------|-------------------------|---------------------------|
| General Government | | | | \$1,142,790 |
| Personal Services | \$567,945 | | | |
| Operational Expenses | \$574,845 | | | |
| Human Services | | | | \$8,025,183 |
| Personal Services | \$395,887 | \$94,500 | | |
| Operational Expenses | \$100,000 | \$27,500 | \$50,000 | |
| Grants and Aids | \$7,140,666 | \$216,630 | | |
| Transfers Out | \$338,667 | | | \$338,667 |
| Other Uses - Reserves | \$387,111 | | \$250,000 | \$637,111 |
| TOTAL APPROPRIATED EXPENDITURES AND RESERVES | \$9,505,121 | \$338,630 | \$300,000 | \$10,143,751 |



GRANTS AND AID
GENERAL FUND

| Agency | Program | FY 20 Carry Forward | FY 21 Renewals |
|--|--|------------------------|-------------------|
| All children are born healthy and remain healthy | | | |
| NAMI GAINESVILLE, INC. | Mental Health of Alachua County Children - Educate, Understand, & Support | \$38,577 | |
| PLANNED PARENTHOOD OF SOUTH FLORIDA AND THE TREASURE COAST, INC. | Healthy Teens | \$25,000 | |
| UNIVERSITY OF FLORIDA COLLEGE OF NURSING FACULTY PRACTICE ASSOCIATION, INC. | Building Blocks for Health | \$15,569 | |
| CHILDREN BEYOND OUR BORDERS, INC. | Optimizing the Impact of Health Fairs and Educational Programs Serving Hispanic Children in Alachua County | \$14,909 | |
| THE UNITED CHURCH OF GAINESVILLE, INC. | Rawlings Elementary Food4Kids Backpack Program | \$8,900 | |
| UNIVERSITY OF FLORIDA BOARD OF TRUSTEES | Equal Access Clinic Network Pediatric Expansion Program | \$7,475 | |
| HEALTHY START OF NORTH CENTRAL FLORIDA, INC. | Healthy Baby Home Visit Program | | \$400,000 |
| THE CHILDREN'S HEALTH, IMAGINATION, LEARNING AND DEVELOPMENT CENTER FOR EARLY LEARNING, INC. | Transformative Professional Development For Early Care And Education Program Providers | | \$439,228 |
| SUBTOTAL | | \$110,430 | \$839,228 |
| All children can learn what they need to be successful | | | |
| CITY OF ALACHUA | City of Alachua Youth Enrichment Services | \$135,002 | |
| FLORIDA INSTITUTE FOR WORKFORCE INNOVATION, INC. | Project YouthBuild Parenting Program | \$96,874 | |
| UNIVERSITY OF FLORIDA BOARD OF TRUSTEES | Saving Smiles: An Innovative Partnership to Improve Community Oral Health (College of Dentistry) | \$73,437 | |
| NEW TECHNOLOGY MADE SIMPLE NOW, INC. | New Tech Now STE2AM Engine Project | \$47,792 | |
| EARLY LEARNING COALITION OF ALACHUA COUNTY, INC. | After-School Care for Children of Working Poor | \$47,400 | |
| STAR CENTER CHILDREN'S THEATRE INC. | Star Center Summer and After-School Arts Academy | \$45,284 | |
| THE UNITED CHURCH OF GAINESVILLE, INC. | Read To Win | \$43,823 | |
| UNIVERSITY OF FLORIDA BOARD OF TRUSTEES | Inside Out! Expanding Florida Museum Science In-reach and Outreach to Underrepresented Youth | \$40,163 | |
| THE VINEYARD CHRISTIAN FELLOWSHIP OF GAINESVILLE, INC. | The Bridge Community Center Literacy Program | \$37,690 | |
| UNITED WAY OF NORTH CENTRAL FLORIDA, INC. | Bettering Out of School Time (BOOST) Project Alliance | \$36,060 | |
| BOYS' AND GIRLS' CLUBS OF NORTHEAST FLORIDA, INC. | Project Learn | \$36,000 | |
| RENAISSANCE JAX, INC. | SwampBots Community Based Robotics Pilot | \$31,380 | |
| CADE MUSEUM FOUNDATION, INC. | Project 2 - Cade on the Road | \$28,960 | |
| GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION, INC. | Aces in Motion Literacy Initiative: Fit Lite Pilot Project | \$28,266 | |
| KIDS COUNT IN ALACHUA COUNTY, INC. | Enhancing Children's Futures | \$26,032 | |
| GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION, INC. | Aces In Motion After-School Capacity Building | \$24,250 | |
| MANHOOD YOUTH DEVELOPMENT FOUNDATION, INC. | Manhood Youth Development Foundation, Inc. | \$22,500 | |
| GIRLS PLACE, INC. | ACHIEVE (Academic Counseling and Help Increasing Educational Victories Everyday) | \$22,403 | |
| CULTURAL ARTS COALITION, INC. | Cultural Arts Coalition Programs for Alachua County Youth | \$22,044 | |
| UNIVERSITY OF FLORIDA BOARD OF TRUSTEES | Univ of Florida College Reach-Out Program | \$20,824 | |
| GIRLS PLACE, INC. | Transportation Collaborative | \$19,592 | |
| CITY OF GAINESVILLE, PARKS, RECREATION AND CULTURAL AFFAIRS DEPARTMENT | PRCA Summer Camp Expansion | \$19,302 | |
| CITY OF GAINESVILLE, PARKS, RECREATION AND CULTURAL AFFAIRS DEPARTMENT | Gainesville PRCA SkyBridge Computer Labs Expansion | \$14,802 | |
| FLORIDA CERTIFIED ORGANIC GROWERS AND CONSUMERS, INC. | Growing Greatness | \$11,704 | |
| JUNIOR ACHIEVEMENT OF TAMPA BAY, INC. | Junior Achievement Mobile JA BizTown | \$10,000 | |
| CITY OF GAINESVILLE - GAINESVILLE POLICE DEPARTMENT | HEROES Program (Help Empower Rebuild Overcome Educate & Succeed) | \$8,450 | |
| UNITED WAY OF NORTH CENTRAL FLORIDA, INC. | Family Literacy Project | \$5,812 | |
| SUBTOTAL | | \$955,842 | \$0 |
| All children have nurturing, supportive caregivers and relationships | | | |
| UF HEALTH | Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) | \$80,275 | |
| BIG BROTHERS BIG SISTERS OF TAMPA BAY, INC. | Big Brothers Big Sisters of Alachua County | \$29,554 | |
| PEACEFUL PATHS, INC. | Peaceful Paths Increasing Service Volume | \$27,500 | |
| GIRLS ON THE RUN OF ALACHUA COUNTY, INC | Girls on the Run of Alachua County: Access and Inclusion | \$7,007 | |
| MERIDIAN BEHAVIORAL HEALTHCARE, INC. | Healthy Social and Emotional Development and Family Support | | \$354,636 |
| SUBTOTAL | | \$144,336 | \$354,636 |
| All children live in a safe community | | | |
| PACE CENTER FOR GIRLS, INC. | Pace Reach Community Counseling Services for Adolescent Girls | \$111,832 | |
| CDS FAMILY & BEHAVIORAL HEALTH SERVICES, INC. | Investing In Alachua's Rural Youth | \$65,325 | |
| ALACHUA COUNTY SHERIFF'S OFFICE | The Sentinel Program | \$59,995 | |
| CITY OF GAINESVILLE - GAINESVILLE POLICE DEPARTMENT | RESET (Restoring Ex-offenders through Services, Education, and Training) | \$49,453 | |
| THE GREENHOUSE CHURCH, INC. | Together Gainesville | \$25,500 | |
| RIVER PHOENIX CENTER FOR PEACE BUILDING, INC. | Restorative Justice for Alachua Youth RJAY | \$19,500 | |

File Attachments for Item:

6. Executive Director's Report



TO: MEMBERS OF THE CHILDREN'S TRUST OF ALACHUA COUNTY
FROM: COLIN MURPHY, EXECUTIVE DIRECTOR
SUBJECT: EXECUTIVE DIRECTOR'S REPORT
DATE: DECEMBER 7TH, 2020.

1 Introduction of New Staff

- Daniel J. Douglas, Ed.D.
Communications Manager
Direct Line: 352-374-1825
Cell Phone: 352-647-6253
- Kristy Goldwire, MSW
Director of Program Operations
Direct Line: 352-374-1826
Cell Phone: 352-538-0361

2 January Meeting

- Selection of CTAC Offices
- Update from the YDRPP on the Summer Needs Assessment
- Appointment of CTAC Board Member

3 Executive Director Evaluation

“Section 11 Performance Evaluation: CTAC shall review and evaluate the performance of the Director at least once per year. At such time CTAC may increase base salary and/or other benefits of the Director in such amounts and to such an extent as it may determine that it is desirable to do so, in light of the performance by the Director.”

4 CARES funding – see attached memo



BOARD MEMBERS

- Lee Pinkoson
*Chair
Gubernatorial Appointee*
- Dr. Maggie Labarta
*Vice Chair
Gubernatorial Appointee*
- Tina Certain
*Treasurer
School Board Member*
- Hon. Susanne Wilson Bullard
Circuit Judge
- Karen Clarke
*Superintendent
Alachua County Public Schools*
- Dr. Karen Cole-Smith
Gubernatorial Appointee
- Ken Cornell
County Commissioner
- Dr. Nancy Hardt
Gubernatorial Appointee
- Dr. Patricia Snyder
Gubernatorial Appointee
- Cheryl Twombly
*Community Development
Administrator
Department of Children and
Families*

Colin Murphy
Executive Director

November 19, 2020

Michele Lieberman
County Manager
Alachua County Board of County Commissioners
12 SE 1st Street
Gainesville, FL 32601

Dr. Ms. Lieberman

This letter is to request your consideration in allowing the Children's Trust of Alachua County to reallocate its CARES funding because we would like to make sure the funds are used in a manner that provides the most relief and best value to the citizens of Alachua County.

Under the agreement **II. General Conditions (#4)** funds may be reallocated between expense categories with approval from the county manager. I read our agreement to say that we currently only have one expense category.

If there is a way to reallocate funds at this point, the attached budget shows how we would do it, however, \$141630 remains unallocated. We would be willing to invest in PPE and cleaning equipment for our agencies and child care centers, provided our efforts do not overlap with the Board of County Commissioner's non-profit grants and small business grants.

I would be happy to discuss further if you need more information.

Sincerely,

Colin Murphy

CC: Lee Pinkoson, Chair, CTAC
Jennifer Rivers, Finance and Administration Manager, CTAC
Tommy Crosby, Assistant County Manager for Budget & Fiscal Services
April Shuping, Carr, Riggs, and Ingram

| Supplies/Materials | | |
|--|---------------------|--|
| Cost of Supplies to Prevent, Prepare and Respond to COVID - 19 | Total | Narrative/Description |
| Disinfectant/Cleaning/Sanitizer and Sanitizing Supplies/Dispensers | \$ 300.00 | Funding will be used for costs and expenses related to the purchase of supplies and materials to prevent, prepare and respond to COVID-19; cleaning and disinfectant supplies, hand sanitizers, sanitizer dispensing materials and supplies to be place in high frequent, public access areas, and staff offices area. Utilizing Personal Protective Equipment internally will help prevent the spread of COVID-19. Partitions have been installed in the CTAC office, open space areas to promote social distancing and prevent the spread of COVID-19. |
| Personal Protective Equipment/Supplies: Gloves and Masks | \$ 2,600.00 | |
| AirScribber-Duct, including cleaning (circulation of clean air) | \$ 1,000.00 | |
| Medical Supplies: Digital Thermometers | \$ 150.00 | |
| Partitions | \$ 28,750.00 | |
| Total Supplies/Materials Costs | \$ 32,800.00 | |

| Contractual Services | | |
|---|---------------------|--|
| Cost of Supplies to Prevent, Prepare and Respond to COVID - 19 | Total | Narrative/Description |
| Kids County | \$ 30,000.00 | Provide special "Learning Pod" opportunities to the most vulnerable students during the COVID-19 pandemic. |
| Professional Cleaning/Sanitation Services and other Contractual Services to prevent, prepare and respond to COVID-19. | \$ 10,000.00 | Funding will be used to cover cost and expenses for professional cleaning and sanitation services of high frequented areas, and public access areas to respond and prevent COVID-19 |
| Verizon Communications (Teleworking Equipment) | \$ 700.00 | According to CDC, teleworking is one of the most effective methods to reducing the spread of COVID-19. Therefore, CTAC has provided equipment and made arrangement for e employees to work from home. This assures the safety and well-being of workforce and customers by reducing the frequency and duration of interpersonal contact that is inherent in the workplace. |
| Zoom (Teleworking Expense) | \$ 1,500.00 | |
| Total Contractual Services | \$ 42,200.00 | |

| | |
|-------------------------------|-----------------------------|
| TOTAL CARES BUDGET | \$ 75,000.00 |
| <u>ORIGINAL BUDGET</u> | <u>\$ 216,630.00</u> |
| REMAINING | \$ 141,630.00 |

File Attachments for Item:

7. Proposed Dates and Location for Children’s Trust Board Meetings in 2021



Item:

Proposed Dates and Location for Children’s Trust Board Meetings in 2021

Requested Action:

The Trust is asked to 1) approve the dates for Board Meetings in 2021; and 2) authorize the Executive Director to execute the agreement with the Cade Museum (Cade Creative Labs) for meeting space.

Background:

Trust bylaws require that the Trust schedule the meeting for the next year at the November meeting. November meetings were cancelled this year.

The proposed dates for the 2021 schedule of CTAC Board Meetings are on Monday evenings from 4:00 PM to 6:00 PM. The dates are as follows:

- Jan 11th
- Feb 8th
- March 8th
- April 12th
- May 10th
- June 14th
- July 12th *
- Aug 9th
- Sept 13th – FIRST TRIM HEARING
- Sept 27th – FINAL TRIM HEARING
- Oct 11th
- Nov 8th
- Dec 13th

The proposed location is the Cade Museum, 904 S. Main Street, Gainesville, FL 32601

Attachments:

Agreement with Cade Creative Labs

Programmatic Impact:

NA

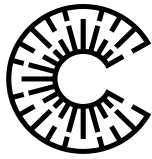
Fiscal Impact:

\$5,850 for meeting space
001.15.1500.512.44.00

Recommendation:

Staff recommends approval

* = meeting may be cancelled



CADE
museum



Cade Creativity Labs
904 South Main Street
Gainesville, Florida 32601

352 371 8001

cademuseum.org

Item 7.

Facility Rental Contract

AGREEMENT:

This agreement is made this 1st day of December 2020 by and between the Cade Creativity Labs, Inc. ("CCLI") and Children's Trust of Alachua County("USER").

USER CONTACT INFORMATION:

| | |
|-------------------|--|
| Organization/USER | Children's Trust of Alachua County |
| Contact Name(s) | Colin Murphy |
| Phone | 352-374-1821 |
| Email | Cmurphy@childrenstrustofalachuacounty.us |
| Address | 802 NW 5th Ave, Suite 100 Gainesville, FL 32601 |

EVENT DESCRIPTION:

| | |
|------------------|--|
| Event Name | Children's Trust of Alachua County Meeting |
| Date of Event | 1/11/21, 2/8/21, 3/8/21, 4/12/21, 5/10/21, 6/14/21, 7/12/21, 8/9/21, 9/13/21, 9/27/21, 10/11/21, 11/8/21, 12/13/21 |
| Time of Event | 4:00pm-6:00pm |
| Access Time | 3:30pm-6:30pm |
| Number of Guests | 20 (may vary by event) |
| Spaces | Petty Family Gallery and rotating traveling exhibit |

PREMISES:

CCLI hereby agrees to make available to USER, for the exclusive use of the USER, the Cade Museum building, at the time of event indicated above.

RATES:

| | |
|---|---|
| Refundable Deposit due 12/16/20 | \$150.00 - to be refunded in the event of no added fees: 12/23/21 |
| Total Facility Rental Rate | \$450.00 each event x 13 events = \$5850.00 |
| Fees | N/A |
| Tax | Exempt |
| Total due at contract signing 12/16/20 | \$150.00 (one-time security deposit) |
| Remaining payment due day of each event | \$450.00 |

_____ USER Initial

PAYMENTS AND DEPOSITS:

The USER is required to pay a one-time \$150 refundable deposit that will be held for each event. This deposit will be used to hold the date for the event and the security deposit will be returned after the facility inspection has been completed by CCLI. All

damages, excessive clean up, and run-over fees will be deducted from the refund. Checks are preferred, but we do accept major credit cards. Please make the check out to Cade Creativity Labs, Inc.

_____ USER Initial

Payment in full is required from the USER on the day of the scheduled event.

_____ USER Initial

LIABILITY AND INSURANCE:

The USER is responsible for any and all damage to the premises, equipment, or property, and will be held liable for all actions, behavior, and damages caused by event attendees. CCLI assumes no liability for damage or loss of personal property or equipment left in any area of the Cade Museum building prior to, during, or after the function.

_____ USER Initial

~~The USER requesting facility use is required to provide an original copy of a certificate of insurance providing public liability and property damage insurance in an amount not less than \$1,000,000 per occurrence and naming Cade Creativity Labs, Inc. as additional insured.~~

~~_____ USER Initial~~

INDEMNITY:

In addition, the USER agrees to indemnify and hold harmless the Cade Creativity Labs, Inc., its offices, employees, and staff working on its behalf from any and all claims, actions, suits, costs, damages, and liabilities resulting from breach of this agreement, negligent actions, or willful misconduct of the USER and the USER's guests, invitees, agents, or sub-contractors.

_____ USER Initial

RULES AND REGULATIONS:

The USER is responsible for ensuring that all caterers and vendors have all the necessary licenses and permits when food and/or alcohol is being served.

_____ USER Initial

Decorations and linens must be provided by USER. Prohibited items include: tape and other adhesives, open flames, and balloons.

_____ USER Initial

The Cade Museum parking lot is available for event parking. Overflow parking is available across the street at the Cade Annex building and along South Main St.

_____ USER Initial

Events with more than 200 guests and weddings of any size require an approved event planner.

_____ USER Initial

The Cade Museum building and grounds, as well as Depot Park, are smoke-free.

_____ USER Initial

Photography is permitted within the Cade Museum building, but not to be used for advertisement without prior permission from CCLI.

_____ USER Initial

The USER is responsible for cleanup and must restore the Cade Museum building, restrooms, and outside areas to the condition in which they were received. CCLI will be responsible for the breakdown of CCLI-owned equipment ONLY.

_____ USER Initial

The refundable deposit will be returned to the USER within 14 days after the facility inspection. Any and all damage and excess up fees will be deducted from the refund total.

_____USER Initial

The rental is subject to all City, County, and State emergency and health restrictions and ordinances. The USER is responsible for enforcing these policies with their guests and complying with all restrictions and ordinances.

_____USER Initial

CANCELLATION:

A cancellation made more than 30 days in advance results in a full refund.

A cancellation made less than 30 days in advance results in no refund.

_____USER Initial

FORCE MAJEURE:

Event cancellation due to circumstances beyond the USER or Cade Museum's reasonable control, such as inclement weather, illness, or other extenuating circumstances, shall constitute legal cancellation of the event. The Cade Museum will refund 100% of payment or reschedule the event for a later date.

_____USER Initial

IMPORTANT DATES:

| | |
|--------------------------------|---|
| Remaining payment | DUE day of event |
| Layout of CCLI-owned equipment | Appointment to take place 7 days before first event |
| Proof of event insurance | N/A |
| Master event schedule | Due 7 days before first event |
| Return of security deposit | 12/23/21 |

EMERGENCY CONTACT:

In the event of an emergency, please contact Cade Creativity Labs, Inc. Sr. Operations Manager, Gwen Morgan at (904) 568-1509 or Executive Director, Stephanie Bailes at (202) 321-0773.

I have read and agree to the above conditions.

USER

Signature: _____

Print Name: _____

Date: _____

CCLI

Signature: Amanda Hamilton

Print Name: Amanda Hamilton /Event Manager


Date: 12/1/20

From: [Bob Swain](#)
To: [Colin Murphy](#)
Subject: Sunshine and Public buildings
Date: Monday, November 30, 2020 5:05:05 PM
Attachments: [AC_logo-150ppi_b0554e81-2d50-477d-8264-0219cbd8ac34.png](#)
[Home2_44a3d51e-b983-4237-8082-72394e0032c7.png](#)
[fb_logo_150ppi_9dd00851-99d8-4342-8932-10cac01030c6.png](#)
[twitter_150ppi_9c3d56ae-20c9-4509-b852-4aaed552edd.png](#)
[insta_150ppi_5be81f1b-b06b-49ca-b309-54edd0545f55.png](#)
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[county_news_150ppi_14250fe5-78c3-4aa5-b059-283cc85fd4ea.png](#)


Colin,

This follows our conversation regarding whether or not the Cade Museum could be used to host a meeting of the Trust. As you are aware, the pertinent law requires that meetings be held in “public buildings”. While it does mention the courthouse, I do not believe that it should be read as limiting what a public building is. I believe that a public building is any building that is generally open to the public where individuals who want to attend a meeting would not feel intimidated by attending the meeting in that location. There is no question but that the Cade Museum is open to the public. I think meetings of the Trust could be held there and it would be important to include in the notice that the museum will not be charging for attendance at the meeting.

If this does not answer your question, please let me know.



Bob Swain
 Deputy County Attorney
 Office of the County Attorney
 12 SE 1st ST • Gainesville • FL • 32601
 352.374.5218 (office) • 352.374.5216(fax)



* Board Certified in City, County & Local Government Law

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File Attachments for Item:

8. Resolution 2020-20 Board Member and Public Participation at Board and Committee Meetings



Item:

Resolution 2020-20 Board Member and Public Participation at Board and Committee Meetings.

Requested Action:

The Trust is asked to approve Resolution 2020-20 Board Member and Public Participation at Board and Committee Meetings.

Background:

Resolution 2020-20 amends "Section 1.10 Board Member Participation at Board and Committee Meetings" and establishes "Section 1.30 Virtual Workshops" of Board Policies.

Section 1.30 establishes policies and procedures for Virtual Workshops. The policy allows for the board to meet virtually, without the need for a majority quorum, so long as no formal action is taken. The public must have the opportunity to access the workshop via the Internet, or at a previously noticed location that provides computers and Internet access.

Attachments:

Resolution 2020-20
12.7.20 Quorum Memorandum

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Staff recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY
RESOLUTION 2020-20**

**BOARD MEMBER AND PUBLIC PARTICIPATION AT BOARD AND
COMMITTEE MEETINGS**

WHEREAS, the Trust desires to establish policies for board member participation at Board and Committee meetings; and

WHEREAS, the Trust desires to establish policies and procedures to ensure participation from the public; and

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

SECTION 1: AMENDMENT “1.10 Board Member Participation At Board And Committee Meetings” of the Children's Trust of Alachua County Board Policies is hereby *amended* as follows:

A M E N D M E N T

1.10 Board Member Participation At Board And Committee Meetings

Meetings of the Board of Directors (the “Board”) of the Children’s Trust of Alachua County (the “Trust”) shall be open to the public and are governed by the provisions of Chapter 286, Florida Statutes. A majority of the Board must be physically present at any meeting to constitute a quorum to transact business. Thus, if the Board has 10 members, 6 members of the Board must be physically present to transact business at a regular Board meeting of the Trust. These requirements also apply to Committee meetings, modified as necessary to account for the number of individuals serving on the Committee. **These requirements do not apply to Virtual Workshops where no formal action will be taken. (Added)**

If a quorum of the Board is physically present, the Board may determine that there is an “extraordinary circumstance” that allows a Board member to participate by electronic means. If the Board makes such a finding, then the Board member (or members) that are attending the Board meeting by teleconference or other technological means may participate in Board discussions and vote on Trust business. Such a finding of an “extraordinary circumstance” may be made by a resolution of the Board or simply by motion, along the following lines: “In light of _____, Board member _____ (and Board member _____) have requested to participate in the Board meeting remotely. Due to _____, the Board deems this an ‘extraordinary circumstance.’ Therefore, I make a motion to allow _____ (and _____) to participate remotely in this meeting.”

SECTION 2: ADOPTION “1.30 Virtual Workshops” of the Children's Trust of Alachua County Board Policies is hereby *added* as follows:

ADOPTION

1.30 Virtual Workshops (Added)

The Board may conduct informal discussions and workshops using electronic media technology (such as video conferencing and telephonic) (hereinafter, "Virtual Workshops"), provided proper public notice is given, interactive access by members of the public is provided, and no formal action will be taken (meaning no motions and votes).

The physical presence of a quorum is not required at Virtual Workshops and Virtual Workshops are the only public meetings of the Trust that may be conducted virtually (i.e., not in-person).

Interactive access to Virtual Workshops should include not only public access via the Internet, but also at designated places within Alachua County where computers with Internet access are available to members of the public who may not otherwise have Internet access. Notice of these workshops should include the locations where such computers will be available.

With respect to no formal action being taken at a Virtual Workshop, the Board will not vote to adopt the agenda, will not approve any minutes, but the Board may receive any presentations and may engage in discussion. Any Board member who wishes to take action on a Virtual Workshop item must place that item on the meeting agenda for a future in-person meeting.

PASSED AND ADOPTED BY THE CHILDREN'S TRUST OF ALACHUA COUNTY BOARD _____.

| | AYE | NAY | ABSENT | NOT VOTING |
|------------------------|------------|------------|---------------|-------------------|
| Lee Pinkoson | _____ | _____ | _____ | _____ |
| Dr. Maggie Labarta | _____ | _____ | _____ | _____ |
| Tina Certain | _____ | _____ | _____ | _____ |
| Dr. Karen Cole-Smith | _____ | _____ | _____ | _____ |
| Ken Cornell | _____ | _____ | _____ | _____ |
| Dr. Nancy Hardt | _____ | _____ | _____ | _____ |
| Dr. Patricia Snyder | _____ | _____ | _____ | _____ |
| Cheryl Twombly | _____ | _____ | _____ | _____ |
| Susanne Wilson Bullard | _____ | _____ | _____ | _____ |

Presiding Officer

Attest

Lee Pinkoson, Chairman
Children's Trust of Alachua County

Tina Certain, Treasurer
Children's Trust of Alachua County

Stephanie M. Marchman
SHAREHOLDER
STEPHANIE.MARCHMAN@GRAY-ROBINSON.COM

MEMORANDUM

TO: Colin Murphy, Executive Director, Children’s Trust of Alachua County
FROM: Stephanie Marchman, GrayRobinson, P.A.
DATE: November 9, 2020
SUBJECT: Definition of Quorum

On September 30, 2020, the Governor issued Executive Order 20-246 extending Executive Order 20-69 until 12:01 a.m. on November 1, 2020. Under Executive Order 20-69, local governments were allowed to use communication media technology to hold public meetings, and requirements for a quorum to be present in-person and for a local government body to meet at a specific public place were suspended. A memorandum accompanying Executive Order 20-246 provides that “[l]ocal government bodies should prepare to meet in person as required by Florida law beginning November 1, 2020.”

On October 25, 2020, I issued a memorandum addressing the Sunshine Law requirements (“Sunshine Law Memorandum”) for meetings of the members of the Board of Directors (the “Board”) of the Children’s Trust of Alachua County (the “Trust”) beginning in November, 2020.

In presenting this Sunshine Law Memorandum to the Board, and particularly the following part of the Sunshine Law Memorandum:

***Do the Board members need to be physically present?** Yes, beginning November 1, 2020, at least 6 Board members must be physically present. The By-Laws define a quorum as “[t]he presence of a majority of all members serving on the Trust shall be necessary at any meeting to constitute a quorum to transact business.” While the By-Laws do not require Board members to be “physically” present, the Florida Attorney General has opined numerous times that present means physically present.¹ Additionally, given the language in the memorandum accompanying the recent Executive Order that “local government bodies should prepare to meet in person”, we would advise that physical presence of a quorum is necessary for the Board to transact business of the Trust. In sum, the Board has 10 members; accordingly, 6 members of the Board must be physically present to transact business of the Trust.*

¹ Florida Attorney General Opinion 2020-03 (March 19, 2020).

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A member of the Board asked ***whether the Board may change the definition of quorum in the Trust's By-Laws from "a majority of all members" to only two Board members. In short, the answer is no.***

Pursuant to Florida Statute Section 125.901(2)(b)(4) and Section 26.03(b)(4) of Alachua County's Code of Ordinances, the Trust has the authority to "[m]ake and adopt bylaws and rules and regulations for the council's guidance, operation, governance, and maintenance, provided such rules and regulations ***are not inconsistent with federal or state laws or county ordinances.***" (emphasis added). Thus, the Trust has the authority to define quorum within its By-Laws to the extent such a definition is not inconsistent with law.

The question is then, what does the law say with respect to a quorum for a special district and would a by-law defining the quorum as two members be inconsistent with this law?

Of course, state law and county ordinances do not specifically define quorum for special districts or the Trust in particular. However, the following excerpt from Florida Attorney General Opinion 75-178 (June 17, 1975) is instructive:

The general rule respecting the number of members necessary to constitute a quorum for the conduct of county business is found at 20 C.J.S. Counties s. 88(b) as follows: "The number of members of a county board or court necessary to constitute a quorum for the transaction of official business is usually a majority." And with respect to the vote necessary when a quorum consisting of less than the total membership is present, the general rule is stated at 20 C.J.S. Counties s. 88(c) as follows:

"Ordinarily, the majority of a quorum of the county board present can perform any act which a majority of the board could perform if all were present, where all the members composing the quorum are competent to act on the question before them."

Similarly, the Supreme Court of South Carolina observed in Gaskins v. Jones, 18 S.E.2d 454 (S.C. 1942), at p. 456:

"In the absence of any statutory or other controlling provision, the common law rule to the effect that a majority of a whole body is necessary to constitute a quorum applies, and no valid act can be done in the absence of a quorum. A majority of such a body must be present to constitute a Board competent to transact business. If a quorum is present, a majority of a quorum is sufficient to act and bind the entire body." (Emphasis supplied.)

The above-stated general rules have been recognized and followed in this state in the case of Scott v. State, 143 So. 249 (Fla. 1932), in which the court concluded at p. 250:

"In the absence of contrary provisions of law, duties duly conferred upon 'the county commissioners' or upon 'the board of county commissioners' may be

*performed by a majority of the county commissioners at a lawful meeting." [citing
Corpus Juris]*

(emphasis added).

Indeed, a review of Alachua County Code of Ordinances conforms with this Attorney General Opinion, whereby a majority of the County Board of Commissioners constitutes a quorum for purposes of conducting county business.² Likewise, various Alachua County boards and commissions also require a majority of members to constitute a quorum, including the Alachua County Library Board of Trustees, Planning Commission, Human Rights Board, and Charter Review Commission.³

Given the above and the absence of any other statutory or code provision altering the common law rule that a majority of a whole body is necessary to constitute a quorum, it is my opinion that the Board may not alter the definition of quorum to consist of only two members. Such a change would be inconsistent with the common law rule and practice of Alachua County. It would also serve to sidestep the Florida Attorney General Opinions advising that a physical quorum must be present for public meetings, thereby exposing the Board to potential Sunshine Law liability.

² Section 21.20, Alachua County Code of Ordinances.

³ Sections 4.2, 111.10, 223.05, and 401.06, Alachua County Code of Ordinances.

File Attachments for Item:

9. Resolution 2020-22 Creation of Advisory Committee

**Item:**

Resolution 2020-22 Creation of Advisory Committee

Requested Action:

The Trust is asked to approve Resolution 2020-22.

Background

At the October 5, 2020 Trust meeting, the Trust approved a motion that directed the Executive Director to, by December 31, 2020 present to the Trust a plan and a process consisting of staff, Trust members, and subject matter experts, for completing the Trust's strategic funding plan.

Later that meeting, the Trust authorized the Executive Director to contract with the College of Health and Human Performance to conduct a summer needs assessment to advise the Trust and make recommendations for programming for the summer of 2021. The needs assessment was the first part of the Executive Director's plan for completing the Trust's strategic plan.

The second part of the Executive Director's plan is addressed in this resolution. Two advisory committees will be established. The "On the Way" Advisory Committee will build on the momentum created by the programming developed by the Children's Services Advisory Board and the award from the Pritzker Children's Initiative to create an advisory committee that will take a systems-wide approach to the PN-5 system in Alachua County, working with subject matter experts, stakeholders, and parents to coordinate policies and practice throughout the healthcare, early education, and family support systems in order work together to ensure better results for children.

The Youth Development Advisory Committee will build on the work of the BOOST Alliance, juvenile justice collaborations, and subject matter experts from the school district, law enforcement, department of juvenile justice, mental, health, and child welfare and parents to perform a gap analysis.

Both committees will be charged with making an initial set of recommendation by the March 8, 2020 Children's Trust of Alachua County meeting.

Attachments

Resolution 2020-22

Programmatic Impact:

Recommendations for future programming

Fiscal Impact:

To be determined

Recommendation:

Staff recommends approval

RESOLUTION 2020-22

RESOLUTION OF THE CHILDREN'S TRUST OF ALACHUA COUNTY, CREATING THE ON THE WAY ADVISOR COMMITTEE AND THE YOUTH DEVELOPMENT ADVISORY COMMITTEE, ESTABLISHING A CHARGE, PROVIDING AN EFFECTIVE DATE

WHEREAS, on October 5, 2020, the Children's Trust of Alachua County authorized the Executive Director to develop and present a plan to develop a strategic funding plan for the Trust; and,

WHEREAS, members of the Trust have expressed a desire to make sure their expertise is leveraged in making investment recommendations to the Trust; and,

WHEREAS, the Trust's mission is to fund and support a coordinated system of community services that allows all youth and their families to thrive; and

WHEREAS, the Trust desires the input of multiple community stakeholders in making investment recommendations; and,

WHEREAS, the Trust has allocated additional funding for Direct Community Services for FY2021;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S TRUST OF ALACHUA COUNTY:

1. The Trust establishes the On the Way Advisory Committee and the Youth Development Advisory Committee in accordance with Appendix A.
2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in public hearing, this 7th day of December, A.D., 2020.

| | AYE | NAY | ABSENT | NOT VOTING |
|------------------------|------------|------------|---------------|-------------------|
| Lee Pinkoson | _____ | _____ | _____ | _____ |
| Dr. Maggie Labarta | _____ | _____ | _____ | _____ |
| Tina Certain | _____ | _____ | _____ | _____ |
| Dr. Karen Cole-Smith | _____ | _____ | _____ | _____ |
| Ken Cornell | _____ | _____ | _____ | _____ |
| Dr. Nancy Hardt | _____ | _____ | _____ | _____ |
| Dr. Patricia Snyder | _____ | _____ | _____ | _____ |
| Cheryl Twombly | _____ | _____ | _____ | _____ |
| Susanne Wilson Bullard | _____ | _____ | _____ | _____ |

CHILDREN'S TRUST OF ALACHUA COUNTY

By: _____
Lee Pinkoson, Chair

ATTEST:

Tina Certain, Treasurer

APPROVED AS TO FORM

Robert C. Swain, Attorney

Part I

The “On the Way” Advisory Committee to the Children’s Trust of Alachua County (CTAC) is charged with convening subject matter experts, stakeholders, and parents to ensure interagency coordination on policies and practices in the PN-5 system in Alachua County and advise the Trust on strategic investments that "constructively disrupt" the current system in favor of better outcomes for children. The Committee will operate in the following manner.

1. The Committee will operate in accordance of with Section 1.10, 1.20 and 1.30 of the Board Policies
2. The Committee consist of and be co-chaired by Dr. Patricia Snyder and Dr. Nancy Hart.
3. The co-chairs are authorized to select and receive input from subject matter experts, policy makers, funders, stakeholders, and parents as they deem necessary to complete the charge of the Committee. Subject matter experts, stakeholders and parents may be selected from the Health System, Early Learning & Development System and the Family Leadership & Support System. An example of potential Committee members can be found below.
4. The Committee will ensure that the deliverables presented to the Pritzker Children’s Initiative are being met.
5. Meetings will be subject to the Florida Sunshine Law
6. The Committee will present its first set of recommendations to the CTAC at the March 8, 2021 Trust meeting.

| Health | Early Learning & Development | Family Leadership & Support |
|--|--|---|
| Well Florida Healthy Start Healthy Families Nurse Family Partnership MIECHV HIPPY FL Dept. of Health Medicaid/AHCA Pediatric Clinics | VPK School Readiness Early Head Start/Head Start Faith Based & Private Early Steps/ IDEA (Special needs) | NAMI Partnership for Strong Families DCF LSF |

Part II

The Youth Development Advisory Committee to the Children's Trust of Alachua County (CTAC) is charged with providing recommendations for investment to the CTAC's youth development for children ages six to eighteen. The Committee will operate in the following manner.

1. The Committee will operate in accordance of with Section 1.10, 1.20 and 1.30 of the Board Policies
2. The Committee will consist of and be co-chaired by Hon. Susanne Wilson Bullard and Member Tina Certain.
3. The co-chairs are authorized to select and receive input from subject matter experts, policy makers, funders, stakeholders, and parents as they deem necessary to complete the charge of the Committee.
4. Meetings will be subject to the Florida Sunshine Law
5. The Committee will present its first set of recommendations to the CTAC at the March 8, 2021 Trust meeting.

Subject matter experts who may provide input to the Youth Development Advisory Committee could include, but is not limited to

- Members of BOOST
- Department of Juvenile Justice
- Mental Health
- Alachua County Public Schools
- Law Enforcement

A Committee report shall be presented to the CTAC at the March 8, 2021 Trust meeting.