



CHILDREN'S TRUST
OF ALACHUA COUNTY

CHILDREN'S TRUST REGULAR MEETING AGENDA

September 26, 2022 at 4:00 PM

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

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

1. [Board Attendance YTD](#)
2. [9.12.22 Regular Board Meeting Minutes](#)
3. [9.12.22 Minutes - First TRIM Hearing](#)
4. [Board Meeting Evaluation - Survey Results from 9.12.22](#)
5. [Programmatic Award and Expense Report](#)

General Public Comments

Chair's Report

6. [Term-Limited Board Members - Gubernatorial Appointees](#)

Committee Updates

7. [Data Technical Advisory Committee Update \(Bonnie Wagner\)](#)

Presentations

8. [2022 Summer Programming \(Belita James\)](#)
9. [Business Leadership Institute for Early Learning V'Locity Masterclass Cohort 1 \(Mia Jones\)](#)

Old Business

10. [Strategies 2.3 & 2.4 Survey Results \(Bonnie Wagner\)](#)

New Business

11. [Board Policy Recommendation \(Bob Swain & Chair Labarta\)](#)

Board Member Comments

For Your Information

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

Next Meeting Dates

Regular Meeting - Monday, October 10, 2022 @ 4:00 PM
CTAC Offices, 802 NW 5th Ave, Gainesville, FL 32601

Regular Meeting - Monday, November 14, 2022 @ 4:00 PM
CTAC Offices, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Virtual Meeting Information

View or listen to the meeting: https://www.youtube.com/channel/UCpYNq_GkjCo9FQo3qR5-SOw
Public Comments: Submit online at <http://www.childrenstrustofalachuacounty.us/commentcard>.

Guidelines for Public Comments

Public comments can be made in person at Children's Trust Board Meetings. We will no longer take comments by Zoom or by phone. If you would like to submit a written comment or a written transcript of your public comment before or after the meeting, these will be provided to Board Members prior to the next Board Meeting.

Any member of the public wishing to be heard either under the agenda section "General Public Comments" or on a specific agenda item shall approach the podium at the appropriate time.

Members of the public recognized by the Chair will have three (3) minutes to speak on a single subject matter. If an individual seeks to be heard on more than one agenda item, the Chair shall determine the amount of time allotted to the speaker. However, such time shall not exceed ten (10) minutes without the approval of the Board or Committee. The Clerk of the Trust is the official timekeeper.

Public members may not share or transfer all or part of their allotted time to any other person or agenda item, except as permitted by this Policy. To the extent a speaker has previously addressed a Board or Committee on the same subject, the Board Chair may limit repeat comments at the Board meeting by the same speaker.

File Attachments for Item:

1. Board Attendance YTD

2022 Board Member Attendance

Item 1.

Regular Meetings	1/10/2022	2/14/2022	3/14/2022	4/11/2022	4/25/2022	5/9/2022	5/23/2022	6/13/2022	6/27/2022	7/11/2022	7/25/2022	8/8/2022	8/15/2022	8/22/2022	9/12/2022	9/26/2022	10/10/2022	11/14/2022	12/12/2022
Labarta	P	P	P	P	P	P	P	P	P	P	P	P	cancelled	P	P				
Certain	P	P	P	P	P	P	absent	P	P	P	P	P	cancelled	P	P				
Pinkoson	P	P	P	V	P	P	P	P	P	P	P	P	cancelled	P	absent				
Andrew	N/A	N/A	N/A	P	P	P	P	P	P	absent	P	P	cancelled	P	P				
Cole-Smith	P	P	V	V	P	V	P	P	P	P	P	P	cancelled	V	P				
Cornell	P	P	P	P	P	P	P	P	P	P	P	P	cancelled	P	P				
Ferrero	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	absent	P	P	P	cancelled	P	absent				
Hardt	P	P	P	P	P	V	absent	V	V	absent	V	V	cancelled	V	V				
Miller-Jones	N/A	P	absent	absent	V	absent	absent	N/A	N/A	N/A	N/A	N/A	cancelled	N/A	N/A				
Simon	P	P	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	cancelled	N/A	N/A				
Snyder	P	P	P	absent	P	P	P	P	P	P	V	P	cancelled	P	P				
Twombly	P	P	P	V	P	P	P	V	V	P	P	P	cancelled	P	P				

Special Meetings	Board Retreat 2/23/2022	Emergency Meeting 3/4/2022	ED Interviews 7/26/2022	First TRIM FY2023 9/12/2022	Final TRIM FY2023 9/26/2022
Labarta	P	P	P	P	
Certain	P	P	P	P	
Pinkoson	P	P	V	absent	
Andrew	N/A	N/A	P	P	
Cole-Smith	P	V	P	P	
Cornell	P	P	P	P	
Ferrero	N/A	N/A	P	P	
Hardt	P	P	V	V	
Miller-Jones	absent	V	N/A	N/A	
Simon	P	N/A	N/A	N/A	
Snyder	P	P	V	P	
Twombly	P	V	P	P	

V = Virtual Attendance
P = Physical Attendance

File Attachments for Item:

2. 9.12.22 Regular Board Meeting Minutes



CHILDREN'S TRUST REGULAR MEETING MINUTES

September 12, 2022 at 4:00 PM

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

Call to Order

Chair Dr. Margarita Labarta called the meeting to order at 4:00 PM.

Roll Call

PRESENT

Chair Maggie Labarta
Vice Chair Tina Certain
Member Shane Andrew
Member Karen Cole-Smith
Member Ken Cornell
Member Nancy Hardt – attended virtually
Member Patricia Snyder
Member Cheryl Twombly

ABSENT

Treasurer Lee Pinkoson
Member Denise Ferrero

Agenda Review, Revision and Approval

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

Motion to approve the Agenda made by Vice Chair Certain, Seconded by Member Cornell.

Motion was unanimously approved by voice vote.

Consent Agenda

1. Board Attendance YTD
2. 8.22.22 Regular Board Meeting Minutes
3. Programmatic Award and Expense Report
4. August 2022 Checks and Expenditures Report
5. August FY2022 Budget Report

6. Board Meeting Evaluation - Survey Results from 8.22.22
7. Data Technical Advisory Committee - Minutes from 6.30.22
8. Data Technical Advisory Committee - Minutes from 7.28.22

General Public Comments

Chair's Report

Executive Director's Report

9. ED Report (Kristy Goldwire)

AED Goldwire reported that the team has been busy preparing for contract renewals and that the Listening Project will be starting soon, following a meeting with the CEO of Prismatic Services. The Finance Director interviews have been completed and a candidate has been chosen, the outcome will be announced when an offer is accepted. The final Data Technical Advising Committee had their final meeting on 8.25.2022. Bonnie Wagner will present the final draft of the proposed policy at the next meeting. The AED announced that the CTAC was successful in its application and acceptance of a \$50,000 grant from the Pritzker Children's Institute for the creation of the Alachua County Community Doula Alliance and training program. Lastly, the audio/visual equipment has temporarily been moved to storage to make room for a growing staff.

Presentations

10. Statute Review – Supplanting Restriction (Bob Swain)

Mr. Swain reviewed F.S. 125.901 (8) – known as the Supplanting Statute.

F.S. 125.901 (8): It is the intent of the Legislature that the funds collected pursuant to the provisions of this section shall be used to support improvements in children's services and that such funds shall not be used as a substitute for existing resources or for resources that would otherwise be available for children's services.

He explained that Trust funds should support innovation and new services, improve existing services, or be used to serve a population that has not been reached. It is not a way to create a separate funding stream for existing services/programs, nor for resources that would otherwise be available for children's services. To determine if existing resources are, or would be available, is not indicated in Statute.

The board will need to make findings in each case and create policies regarding availability of existing resources in the community, in the case of multiple similar programs, in the case an original funding source became unavailable, and how to exhaust existing funds before Trust funds are awarded. The necessity of the service/program should be documented to ensure it is not supplanted funding, but an improvement or expansion for community needs.

11. Programs Update (Kristy Goldwire)

AED Goldwire reported on recent staff activities. These include end of year reporting procedures, contract renewals and budget negotiation, preparation to implement the Listening Project for the strategic plan, and working with new providers.

In recent meetings, the Board heard presentations and voted to fund three new providers. After staff's assessment, the programs were asked to explain how Trust funds would improve or expand their services, and not replace or substitute other funding, and how the services would meet the needs of the community.

Chair Labarta asked how the Trust ensures there aren't existing resources available, (e.g., Medicaid for dental services), and that programs are making use of those funds before approaching the Trust. She suggested the Trust have a structured process/policy on how to review urgent funding requests and outline the steps we need to take to ensure due diligence.

Member Twombly agreed, noting that in the absence of a policy, the board could be making an emotional decision. Member Snyder agreed that a process would also help providers understand where there could be other funds they could use. Member Andrew noted that this could help those with urgent requests understand the kinds of community needs the Trust funds, and would also help the board understand what is being requested of the Trust.

Old Business

12. 8% Salary Increase

The board made a motion at last month's meeting to provide staff a one-time \$1000 payment to address inflation and made a recommendation for an 8% increase in salary that would begin at the start of FY23. AED Goldwire presented the budget numbers and proposed two options for salary increase. Option 1 would increase all salaries by 8% on October 1, 2022. Option 2 would increase salaries by 5%, with an additional 3% dependent on a performance evaluation carried out and awarded by October 1, 2022.

Motion for Option 1: an 8% salary increase across the board effective October 1, 2022 made by Member Cornell, seconded by Vice Chair Certain.

Motion was unanimously approved by voice vote.

New Business

Board Member Comments

For Your Information

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

Next Meeting Date

Monday, September 26, 2022

Regular Board Meeting starts @ 4:00 PM

and FINAL TRIM HEARING starts @ 5:01 PM
Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Chair Labarta adjourned the meeting at 4:51.

DRAFT



1

End of the Year Reporting Procedures

Provider Type	Status	Due Date	Survey Link
Afterschool Programs	Complete	7/1/2022	Afterschool - End of Year Program Reflection
Summer Camps	Complete	8/19/2022	Summer Camp - End of Year Program Reflection
TeensWork Alachua	Complete	8/26/2022	TeensWork - End of Year Program Reflection
Capacity Building	Complete	8/31/2022	OST Providers: YDCBC - End of Program Narrative
	In Progress	9/30/2022	Enrichment Providers: YDCBC - End of Program Narrative
Enrichment Providers	Ready	9/15/2022	Enrichment Provider - End of Program Narrative
All Other Providers*	Ready	9/15/2022	All Other Providers - End of Program Narrative

2

Other Providers

- Big Brothers, Big Sisters
- Bridge Community Literacy Program
- Dolly Parton Imagination Library
- Freedom School
- Family Resource Centers
- Family Partner
- Help Me Grow
- Midnight Basketball
- Wellness Coordinator
- NewboRN
- New Tech Now
- Operation Full STEAM
- Pace
- PALS
- Peaceful Paths
- Project Youth Build Parenting Program
- Transformative Professional Development
- V'Locity Master Class



3

Contract Renewals

- Gainesville Circus Center
- Girls Place
- Kids Count
- Cultural Arts
- Florida Museum of Natural History
- Partnership for Strong Families
- Gainesville Chamber Orchestra
- Motiv8U
- Underground Kitchen
- Big Brother Big Sister of Tampa
- Gainesville Thrives
- Cade Museum for Creativity & Invention
- Boys & Girls Club of NE Florida
- Deeper Purpose Community Church
- Children's Home Society of Florida
- Healthy Start of North Central Florida
- New Technology Made Simple Now
- UF Shands Teaching Hospital
- Peaceful Paths
- Project Youth Build
- PACE Center for Girls
- Vineyard Christian Fellowship of Gainesville
- Early Learning Coalition of Alachua County
- Business Leadership Institute for Early Learning
- City of Gainesville
- Business Leadership Institute for Early Learning



4

New Providers

Catholic Charities

Weekend Hunger Backpack Program

Child Advocacy Center

Reducing Trauma to Abused Children Therapy Program

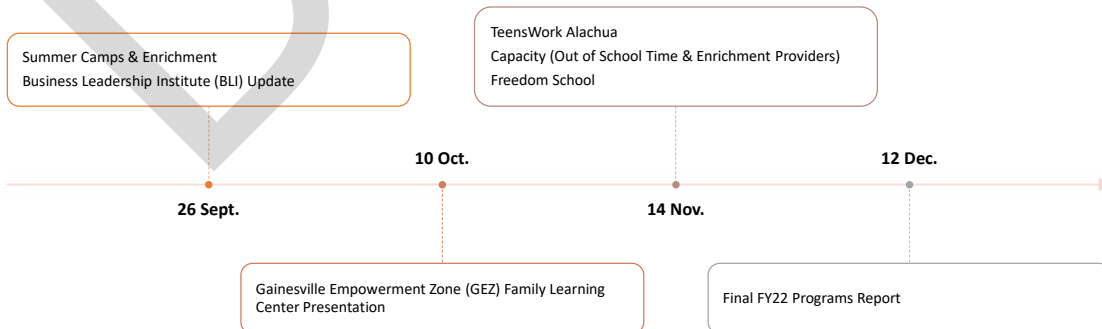
University of Florida

Saving Smiles Dental Program



5

Board Presentations – Evaluations & Results



6

Salary Increase Recommendation

The Board has two options to consider

1. Increase all employees' pay by 8% on October 1, 2022.

2. Provide a 5% increase and performance evaluation by October 1, 2022, then subsequently increase those who receive merit, based on their evaluation, another 3%.

1

FY 2023 STAFFING

	FY22 Salary (13 FTE)	FY23 by position with 4% (10 FTE)*	FY23 Proposal with 4% (13 FTE)	Total Salary and Fringe FY23 4%	FY23 by position with 8% (10 FTE)*	FY23 Proposal with 8% (13 FTE)	Total Salary and Fringe FY23 8%
Proposed Annual Increase by %		\$ 26,263.64			\$ 52,527.28		
Annual Salary Total All Staff	\$ 967,590.97		\$ 993,854.61	\$ 1,413,093.87		\$ 1,020,118.25	\$ 1,439,357.51

*Increase of 4% & 8% calculated on filled positions as of July 31 2022
3 of the 13 FTEs will be vacant until after October 1 2022. Annual percentage increases will fall into FY24 budget

2

File Attachments for Item:

3. 9.12.22 Minutes - First TRIM Hearing



CHILDREN'S TRUST - FIRST TRIM HEARING MINUTES

September 12, 2022 at 5:01 PM

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

Call to Order

Chair Dr. Margarita Labarta called the meeting to order at 5:01 PM.

Roll Call

PRESENT

Chair Maggie Labarta
Vice Chair Tina Certain
Member Shane Andrew
Member Karen Cole-Smith
Member Ken Cornell
Member Judge Denise R. Ferrero
Member Nancy Hardt – attended virtually
Member Patricia Snyder
Member Cheryl Twombly

ABSENT

Treasurer Lee Pinkoson

Agenda Review, Revision and Approval

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

Public Hearing - FY 2022-23 Proposed Millage and Tentative Budget

1. Resolution 2022-10 (Proposed Millage) and 2022-11 (Tentative Budget)

Motion made by Member Cornell, Seconded by Vice Chair Certain to approve Resolution 2022-11 Tentative Budget.

Voting Yea: Chair Labarta, Vice Chair Certain, Member Andrew, Member Cole-Smith, Member Cornell, Member Snyder, Member Twombly, Member Judge Denise R. Ferrero

Motion made by Member Cornell, Seconded by Vice Chair Certain to approve on 2022-10 Proposed Millage.

Voting Yea: Chair Labarta, Vice Chair Certain, Member Andrew, Member Cole-Smith, Member Cornell, Member Snyder, Member Twombly

Not Voting: Member Judge Denise R. Ferrero

Next Meeting Date

Monday, September 26, 2022
Regular Board Meeting starts @ 4:00 PM
and FINAL TRIM HEARING starts @ 5:01 PM
Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Chair Dr. Margarita Labarta adjourned the meeting at 5:11 PM.

DRAFT

RESOLUTION 2022-11

A RESOLUTION OF THE CHILDREN’S TRUST OF
ALACHUA COUNTY;
ESTABLISHING A TENTATIVE BUDGET FOR FISCAL YEAR
2022/2023;
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on June 13, 2022, Executive Director of the Children’s Trust of Alachua County, presented a balanced budget for further consideration by the Board of the Children’s Trust in accordance with applicable law; and,

WHEREAS, said budget contained estimates of receipts and of balances brought forward as part of the budget presentation; and,

WHEREAS, the Board of the Children’s Trust of Alachua County has complied with all conditions precedent to the adoption of a tentative Children’s Trust budget; and,

WHEREAS, the Board as of this date adopted a resolution approving a tentative millage to fund the tentative Children’s Trust budget;

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

1. In accordance with the requirements of Section 125.901, Florida Statutes, the estimates of receipts are set out in the document entitled “FY23 Tentative Budget”.
2. The tentative Children’s Trust budget contained in the document entitled “FY23 Tentative Budget” is hereby approved as adjusted by motion for further consideration at the public hearing established in this resolution.
3. A public hearing will be held to consider the final millage rate and final budget for the Children’s Trust purposes on Monday the 26th of September, A.D., 2022; at 5:01 p.m., or as soon thereafter as the matter may be heard.
4. The Executive Director of the Children’s Trust of Alachua County, is hereby authorized and directed to prepare and publish all necessary and required notices prior to the hearing established herein, and to provide copies of this resolution to all parties as may be required by applicable law.
5. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in public hearing, this 12th day of September, A.D., 2022

	AYE	NAY	ABSENT	NOT VOTING
Dr. Margarita Labarta	✓ _____	_____	_____	_____
Tina Certain	✓ _____	_____	_____	_____
Lee Pinkoson	_____	_____	✓ _____	_____

Dr. Karen Cole-Smith	<input checked="" type="checkbox"/>	_____	_____	_____
Ken Cornell	<input checked="" type="checkbox"/>	_____	_____	_____
Dr. Nancy Hardt	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	_____
Shane Andrew	<input checked="" type="checkbox"/>	_____	_____	_____
Dr. Patricia Snyder	<input checked="" type="checkbox"/>	_____	_____	_____
Cheryl Twombly	<input checked="" type="checkbox"/>	_____	_____	_____
Hon. Denise Ferrero	<input checked="" type="checkbox"/>	_____	_____	_____



Presiding Officer
Margarita Labarta
Margarita Labarta (Sep 12, 2022 19:33 EDT)

 Dr. Margarita Labarta, Chair
 Children's Trust of Alachua County

Attest
Kristy Goldwire

 Kristy Goldwire, Acting Secretary
 Children's Trust of Alachua County

DRAFT

RESOLUTION 2022-10

A RESOLUTION OF THE CHILDREN’S TRUST OF ALACHUA COUNTY;
ESTABLISHING A PROPOSED MILLAGE RATE FOR FISCAL YEAR 2022/2023;
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on June 13, 2022, the Board of the Children’s Trust of Alachua County adopted Resolution 2022-6 approving the proposed millage rate and Resolution 2022-7, approving a proposed Children’s Trust budget; and

WHEREAS, pursuant to the law and utilizing the rates established in the said resolution, by the Alachua County Property Appraiser mailed a Notice of Proposed Property Taxes to each taxpayer listed on the current year’s assessment roll; and,

WHEREAS, the public hearing has been held as specified in the Notice of Proposed Property Taxes in accordance with applicable law; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Alachua County has been certified by the County Property Appraiser to the Children’s Trust of Alachua County as \$18,666,133,978.

NOW, THEREFORE, BE IT RESOLVED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY;

1. The FY 2022-23 operating millage rate to fund the tentative budget of the Children’s Trust of Alachua County is 0.4612 mills, which is the current year aggregate rolled-back rate.
2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in public hearing, this 12th day of September, A.D., 2022

	AYE	NAY	ABSENT	NOT VOTING
Dr. Margarita Labarta	✓	_____	_____	_____
Tina Certain	✓	_____	_____	_____
Lee Pinkoson	_____	_____	✓	_____
Dr. Karen Cole-Smith	✓	_____	_____	_____
Ken Cornell	✓	_____	_____	_____
Dr. Nancy Hardt	_____	_____	✓	_____
Shane Andrew	✓	_____	_____	_____
Dr. Patricia Snyder	✓	_____	_____	_____
Cheryl Twombly	✓	_____	_____	_____
Hon. Denise Ferrero	_____	_____	_____	✓



Presiding Officer
Margarita Labarta
Margarita Labarta (Sep 12, 2022 19:33 EDT)

Dr. Margarita Labarta, Chair
Children's Trust of Alachua County

Attest
Kristy Goldwire

Kristy Goldwire, Acting Secretary
Children's Trust of Alachua County

DRAFT

File Attachments for Item:

4. Board Meeting Evaluation - Survey Results from 9.12.22



Summary of Board Meeting Evaluation Surveys

Per Board Policy 1.15, each meeting Board members will have the opportunity to evaluate the effectiveness and efficiency of meetings and provide suggestions on how to improve and best use time during Board meetings. The following is a summary of the input Board members provided for review by the Board, CTAC staff, and members of the public regarding the most recent Board meeting.

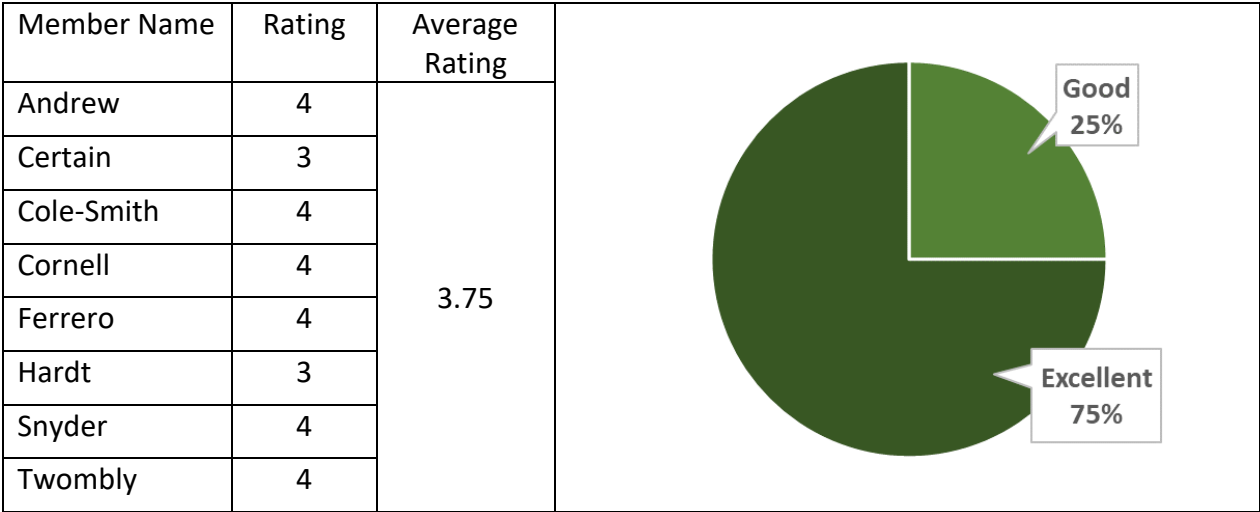
<u>Date of Meeting:</u>	September 12, 2022
<u>Completion Rate:</u>	80% of Board members completed (8 of 10)

Evaluation of Meeting Components:

Board members rate effectiveness and efficiency of four components from 1 to 4. Ratings signify 1 = “poor”, 2 = “fair”, 3 = “good”, and 4 = “excellent”. Meeting components received mostly favorable ratings of “good” or “excellent”. The *Materials Provided* and *Presentations* received higher than average ratings, while *CTAC Staff* and *Meeting Facilitation* received lower than average ratings. Member Hardt who participated virtually expressed frustration in not being recognized or asked to participate in discussions. She also expressed wanting feedback from staff on our ability to carry out her requests. Member Cole-Smith praised the Acting Executive Director, Kristy Goldwire, for her leadership. Very positive feedback was received on the presentations.

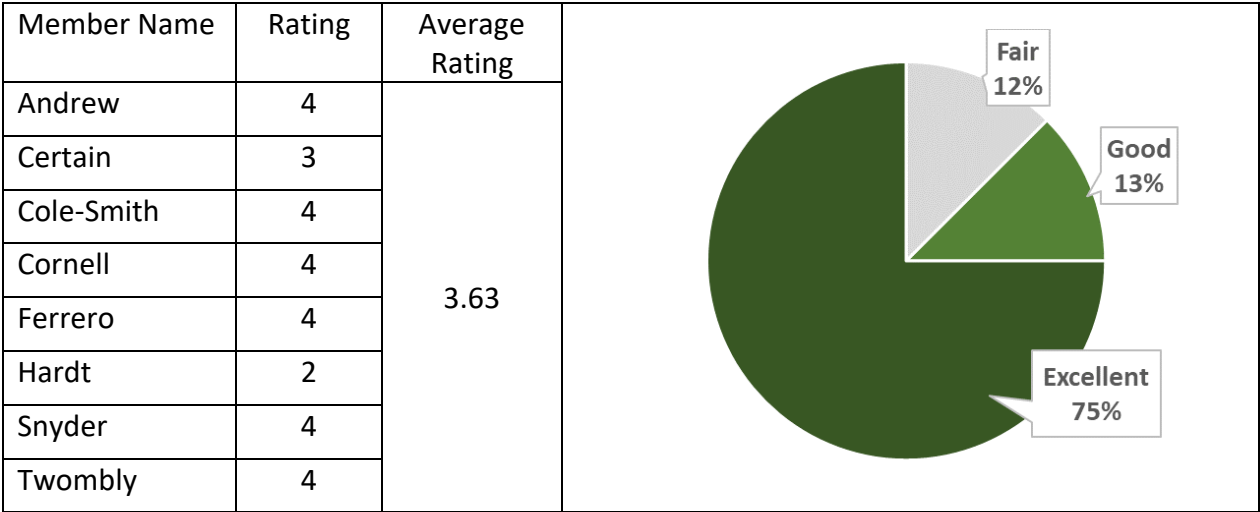
Meeting Component				
Date of Meeting	Materials Provided	Meeting Facilitation	CTAC Staff	Presentations
September 12, 2022	3.75 ↑	3.63 ↓	3.63 ↓	3.88 ↑
Average Rating (January – August)	3.62	3.75	3.79	3.67

Materials Provided (The Board packet was received in a timely fashion and provided the information needed to prepare for the meeting)



Comments: None Received.

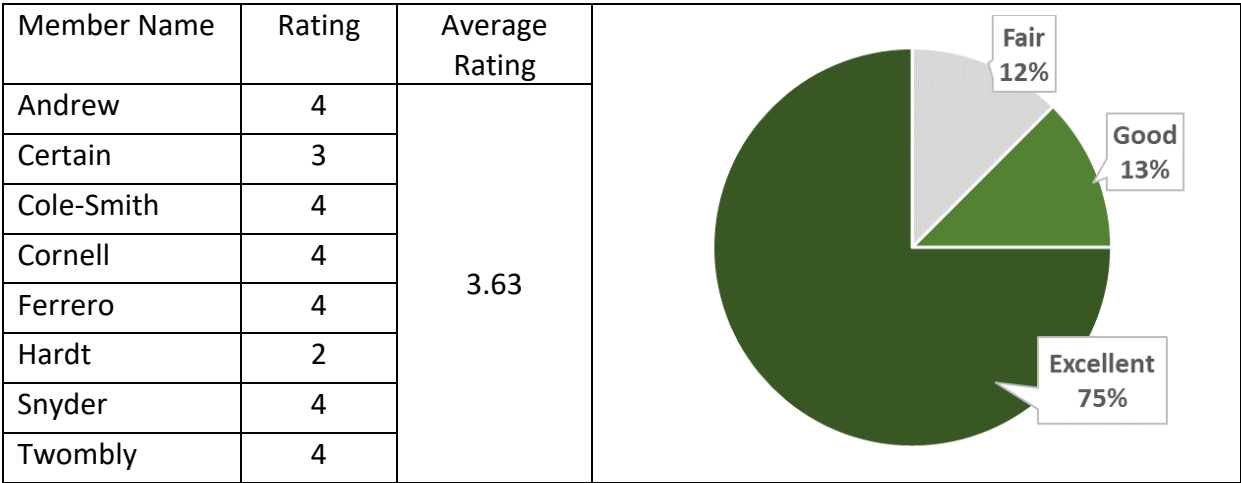
Meeting Facilitation (The Chair ensured Board members and members of the public who wanted to speak had the opportunity to be heard)



Comments:

- Staff seem to listen to my requests, but I cannot tell whether they can take any action on them. They do not give me feedback. (Hardt).

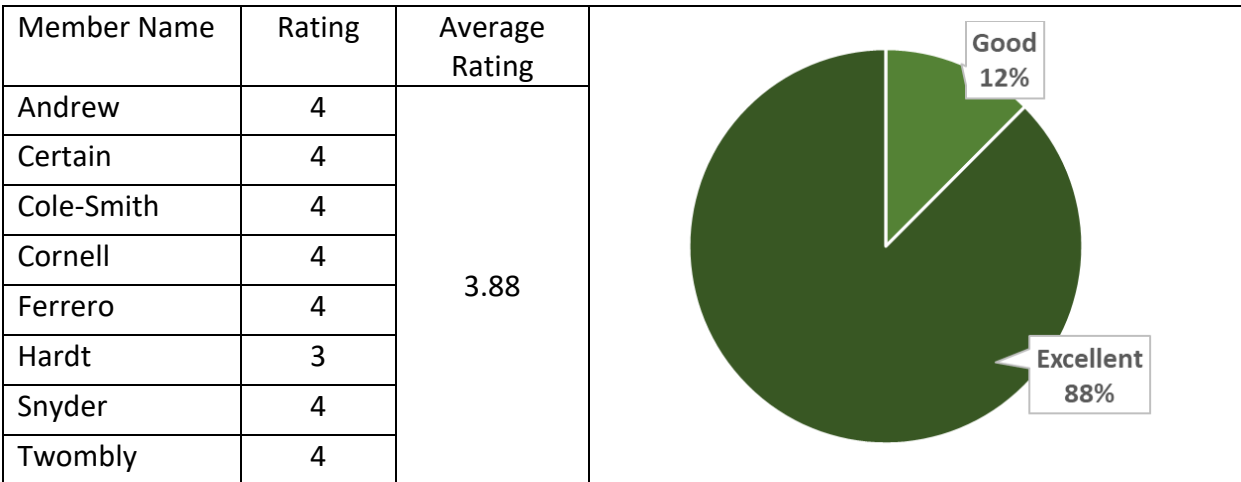
CTAC Staff (CTAC staff were knowledgeable on their agenda items and prepared to address questions, or provide a plan for follow-up)



Comments:

- Excellent leadership of the staff by Ms. Goldwire. (Cole-Smith).
- Staff seem to listen to my requests, but I cannot tell whether they can take any action on them. They do not give me feedback. (Hardt).

Presentations (Presentations were helpful in providing information on programs and policies to guide decision-making and allow for input and transparency)



Comments:

- Very timely and focused. (Cole-Smith).
- The presentations are the best part of the meeting for me. (Hardt)

Finally, Board members were able to provide general comments on the meeting overall as well as topics they'd like to see addressed on future agendas. Member Cole-Smith praised the leadership of her fellow board members in their roles as Chair and Co-Chair. Member Twombly expressed appreciation of the staff for their hard work. Member Hardt expressed continued frustration as a Board member.

In terms of future presentations, Board member Cole-Smith indicated that she like to see technology issues placed on a future agenda. Hardt indicated she would like to see a presentation from Sherry Kitchens of the Child Advocacy Center on the prevention of trauma. Member Hardt also noted she would like to see the Trust fund dental and mental health services for children.

General Comments:

- Great leadership from the chair and co-chair!! (Cole-Smith)
- My frustration continues. The sound is not great. People sitting close to Maggie are best heard IF THEY TAKE OFF THEIR MASK TO SPEAK. The fact that this is not part of our procedure is a manifestation of lack of respect for anyone not there in the room. I guess since we do not allow the public to attend meetings in this way anymore, that singles out me. (Hardt).
- I want to thank staff for all their hard work and the continued visibility in our communities. (Twombly)

Are there any items, presentations, or other information you would like placed on a future Board agenda?

- Technology issues. (Cole-Smith)
- Yes, please let Sherry Kitchens talk about prevention of trauma. We could make this part of all the programs we fund. It would prepare the adult supervisors and the children for better protection of the children. We have lots of money, some of which is spent on questionable things. Why don't we take care of the mental and dental needs of our children? We know from years of study of our community that these are significant gaps. (Hardt).

File Attachments for Item:

5. Programmatic Award and Expense Report



Item:

Programmatic Award and Expense Report

Requested Action:

The Trust is asked to receive the report.

Background

Upon request of Board Members, Provide monthly report of Programmatic funding by Goal. The report should include initial awarded amount and YTD expenses. The report may be under the consent agenda subject to being removed for further discussion.”

Attachments

Program Funding and Expense Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY \$ 687,706 \$ 687,706 \$ 327,636 \$

STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$ 75,000	\$ 75,000	\$ 29,097	\$ 45,903
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$ 400,000	\$ 400,000	\$ 224,656	\$ 175,344

STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$ 75,000	\$ 75,000	\$ 22,255	\$ 52,745
YOUTH MENTAL HEALTH SUPPORT DURING AFTER-SCHOOL AND SUMMER PROGRAMMING	Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) Shands Teaching Hospital	\$ 75,000	\$ 75,000	\$ 27,897	\$ 47,103

STRATEGY 1.3 SUPPORT PHYSICAL HEALTH

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
WELLNESS COORINATOR @ HOWARD BISHOP MS *	Children's Home Society of Florida	\$ 62,706	\$ 62,706	\$ 23,730	\$ 38,976

STRATEGY 1.4 IMPROVE FOOD SECURITY

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
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GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL \$ 4,950,567 \$ 4,502,076 \$ 2,568,539 \$ 1,673,537

STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$ 248,026	\$ 248,026	\$ 135,372	\$ 112,654
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$ 90,000	\$ 95,500	\$ 91,900	\$ 3,600
ACCREDITATION ACADEMY	Multiple	\$ 300,000	TBD	\$ -	\$ -
PROFESSIONAL DEVELOPMENT REGISTRY	The Children's Forum	\$ 34,650	\$ 34,650	\$ 31,763	\$ 2,888
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Alachua County Board of County Commissioners	\$ 8,125	\$ 9,251	\$ -	\$ 9,251
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Boys and Girls Club of NE Florida	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Traveling Arts Camp	\$ 23,626	\$ 22,736	\$ 20,317	\$ 2,419
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Gainesville Circus Center	\$ 16,974	\$ 16,974	\$ 16,960	\$ 14
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Gainesville Area Tennis Association (Aces in Motion)	\$ 37,850	\$ 37,850	\$ 30,350	\$ 7,500
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Kids Count in Alachua County, Inc.	\$ 30,586	\$ 30,350	\$ 17,493	\$ 12,857
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Girls Place, Inc.	\$ 31,800	\$ 31,000	\$ 8,886	\$ 22,114
ITN 2022 - 03 YOUTH DEVELOPMENT CAPACITY BUILDING FOR ENRICHMENT PROVIDERS	TBD	\$ 97,119		TBD	
ITN 2022 - 03 YOUTH DEVELOPMENT CAPACITY BUILDING FOR ENRICHMENT PROVIDERS	Motiv8U	\$ 8,723	\$ 8,723	\$ 2,500	\$ 6,223
ITN 2022 - 03 YOUTH DEVELOPMENT CAPACITY BUILDING FOR ENRICHMENT PROVIDERS	New Technology Made Simple Now Inc	\$ 14,158	\$ 14,158	\$ 2,850	\$ 11,308
PHILANTHROPY HUB	Community Foundation of North Central Florida	\$ 8,500	\$ 8,500	\$ 8,500	\$ -

STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	TBD	\$ 1,980		\$ -	\$ -
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Alachua County Board of Comissioners	\$ 85,400	\$ 85,400	\$ -	\$ 85,400
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	A-Team Consulting & Training	\$ 24,992	\$ 24,992	\$ 21,373	\$ 3,619
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Boys & Girls Club of NE Florida	\$ 134,042	\$ 134,042	\$ 73,801	\$ 60,241
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Cade Museum for Creativity	\$ 16,268	\$ 16,268	\$ 11,689	\$ 4,579
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Child Advocacy Center Enrichment	\$ 10,500	\$ 10,500	\$ 3,250	\$ 7,250
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	City of Alachua	\$ 66,665	\$ 66,665	\$ 29,676	\$ 36,989
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Community Impact Corporation	\$ 138,575	\$ 138,575	\$ 113,132	\$ 25,443

APPENDIX A - PROGRAM FUNDING

Item 5.

SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Cultural Arts Coalition	\$ 28,200	\$ 28,200	\$ 23,556	\$ -
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Cultural Arts Coalition Enrichment	\$ 14,544	\$ 14,544	\$ 14,544	\$ -
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Deeper Purpose	\$ 91,500	\$ 91,500	\$ 83,850	\$ 7,650
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Empowerment Consultants & Associates	\$ 12,253	\$ 12,253	\$ 2,726	\$ 9,527
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Florida Musuem of Natural History Enrichment	\$ 22,080	\$ 22,080	\$ 17,040	\$ 5,040
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Gainesville Area Community Tennis ACES in Motion	\$ 66,925	\$ 66,925	\$ 60,772	\$ 6,153
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Gainesville Chamber Orchestra Enrichment	\$ 7,500	\$ 7,500	\$ -	\$ 7,500
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Gainesville Circus Center	\$ 25,200	\$ 25,200	\$ 24,778	\$ 422
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Girls Place	\$ 89,950	\$ 89,950	\$ 30,641	\$ 59,309
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Good News Arts	\$ 157,220	\$ 157,220	\$ 113,008	\$ 44,212
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Greater Duval Neighborhood Association	\$ 49,709	\$ 49,709	\$ 46,159	\$ 3,550
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Just for Us	\$ 33,000	\$ 33,000	\$ 31,840	\$ 1,160
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	I AM STEM	\$ 163,075	\$ 163,075	\$ 160,980	\$ 2,095
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Kids Count in Alachua County	\$ 32,700	\$ 32,700	\$ 1,730	\$ 30,970
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Motiv8U Enrichment	\$ 45,000	\$ 45,000	\$ 32,550	\$ 12,450
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	North Central YMCA	\$ 189,812	\$ 189,812	\$ 66,042	\$ 123,770
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Santa Fe College	\$ 40,708	\$ 40,708	\$ 34,988	\$ 5,720
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	St Barbara CFC Ministries	\$ 62,600	\$ 62,600	\$ 50,435	\$ 12,165
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Star Center Children's Theater	\$ 93,675	\$ 93,675	\$ -	\$ 93,675
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Traveling Art Camp	\$ 169,505	\$ 169,505	\$ 141,058	\$ 28,447
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Underground Kitchen Enrichment	\$ 66,322	\$ 66,322	\$ 37,503	\$ 28,819
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	University of Florida CROP	\$ 47,860	\$ 47,860	\$ -	\$ 47,860
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	University of Florida Incugator	\$ 12,240	\$ 12,240	\$ -	\$ 12,240
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Area Tennis Association (Aces in Motion)	\$ 188,443	\$ 188,443	\$ 177,815	\$ 10,628
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Kids Count in Alachua County, Inc.	\$ 143,025	\$ 143,025	\$ 114,451	\$ 28,574
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Boys and Girls Club of Alachua County	\$ 142,569	\$ 142,569	\$ 103,700	\$ 38,869
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Girls Place, Inc.	\$ 120,238	\$ 120,238	\$ 45,100	\$ 75,138
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Circus Center	\$ 95,539	\$ 95,539	\$ 95,539	\$ -
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Deeper Purpose Community Church, Inc.	\$ 72,175	\$ 72,175	\$ 65,790	\$ 6,385
AFTERSCHOOL PROGRAMMING (CONTRACT EXTENSION JUNE - SEPTEMBER)	TBD	\$ 260,000	\$ 260,000	TBD	\$ -
SUMMER PROGRAMMING (FREEDOM SCHOOL)	UF - College of Education Collaborative for Equity in Education	\$ 60,000	\$ 60,000	\$ 49,315	\$ 10,685

STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$ 14,000	\$ 14,000	\$ 9,420	\$ 4,580
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$ 42,690	\$ 42,688	\$ 35,202	\$ 7,486
OPERATION FULL STEAM*	Cade Museum	\$ 33,959	\$ 33,959	\$ 20,677	\$ 13,282

STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
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STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
TEENSWORK ALACHUA	MINORITY BUSINESS LISTINGS, INC.	\$ 125,000	\$ 125,000	\$ 78,146	\$ 46,854
TEENSWORK ALACHUA	GOODWILL INDUSTRIES OF NORTH FLORIDA	\$ 125,000	\$ 125,000	\$ 11,941	\$ 113,059
TEENSWORK ALACHUA	GOODWILL INDUSTRIES OF NORTH FLORIDA	\$ 250,000	\$ 222,455	\$ 15,664	\$ 206,791
TEENSWORK ALACHUA	CAI	\$ 250,000	\$ 223,455	\$ 81,115	\$ 142,340
NEW TECH NOW STEZAM ENGINE PROGRAM	New Technology Made Simple Now Inc	\$ 47,792	\$ 47,792	\$ 40,653	\$ 7,139

GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS	\$ 486,589	\$ 484,138	\$ 105,532	\$ 378,607
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STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
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APPENDIX A - PROGRAM FUNDING

Item 5.

RFP 2021-07 HELP ME GROW ALACHUA	Children's Home Society of Florida	\$ 220,000	\$ 219,999	\$ 12,250	\$
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families	\$ 191,589	\$ 189,139	\$ 57,733	\$ 131,406

STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
PROJECT YOUTH BUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$ 75,000	\$ 75,000	\$ 35,549	\$ 39,451
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY		\$ 57,054	\$ 57,054	\$ 39,052	\$ 18,002

STRATEGY 4.1 SUPPपोर्ट INJURY PREVENTION

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
			\$ -	\$ -	\$ -

STRATEGY 4.2 SUPPपोर्ट INITIATIVES THAT PREVENT DELINQUENCY /TRUANCY

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$ 29,554	\$ 29,554	\$ 23,720	\$ 5,834

STRATEGY 4.3 SUPPपोर्ट VIOLENCE PREVENTION INITIATIVES

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$ 27,500	\$ 27,500	\$ 15,332	\$ 12,168

COMMUNITY ENGAGEMENT

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
SPONSORSHIPS		\$ 25,000		\$ 13,460	\$ 4,990

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
		\$ 25,000		\$ -	\$ 4,990
42ND ANNUAL 5TH AVE ARTS FESTIVAL	CULTURAL ARTS COALITION		\$ 400	\$ 400	
BACK TO SCHOOL EVENT	HIGH SPRINGS CHAMBER		\$ 1,500	\$ 1,500	
BACK TO SCHOOL EVENT	EARLY LEARNING CENTER		\$ 1,000	\$ 1,000	
BALANCE 180	BALANCE 180 GYMNASTICS & SPORTS ACADEMY		\$ 260	\$ 260	
CELEBRATE THE CHILD EVENT	ALACHUA COUNTY CHILD ABUSE PREVENTION TASK FORCE UF		\$ 1,000	\$ 1,000	
CHILDRENS WEEK EVENT	CHILDRENS FORUM		\$ 1,000	\$ 1,000	
COATS FOR KIDS	SOAR MENTORING		\$ 300	\$ 300	
DANCE MARATHON	CHILDRENS MIRACLE NETWORK SHANDS TEACHING HOSPITAL		\$ 2,000	\$ 2,000	
FATHERHOOD SUMMIT A CALL TO ACTION	COMMUNITY IMPACT CORP		\$ 2,000	\$ 2,000	
SPRING FIELD DAY EVENT	VINEYARD		\$ 2,000	\$ 2,000	
STOP THE VIOLENCE EVENT JULY 30	COMMUNITY IMPACT CORP		\$ 2,000	\$ 2,000	
TEACH ME TO DANCE	BLSSD FUTURE		\$ 1,500	\$ 1,500	
VISIT UF TOURS JUNE 8	UF FOUNDATION		\$ 2,000	\$ 2,000	
SAFE KIDS EVENT	JUST BETWEEN FRIENDS		\$ 250	\$ 250	
ART FOR KIDS	NEW TECHNOLOGY MADE SIMPLE NOW		\$ 1,000	\$ 1,000	
WILD READING SAFARI	EPISCOPAL CHILDRENS SERVICES		\$ 1,500	\$ 1,500	
FAMILY HEALTH & FITNESS DAY	PREMIER MOM'S		\$ 300	\$ 300	

Items in red not included in original annual budget.

REIMAGINE GAINESVILLE	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
MATCH (* executed agreements under corresponding goal)	\$ 200,000	\$ 96,665	\$ 44,407	\$ 103,336
FY 22 BUDGETED GRANTS AND AID	\$ 5,014,315			
FY22 PROGRAM FUNDING BOARD APPROVED	\$ 6,360,251	\$ 5,794,434	\$ 3,148,625	\$ 2,538,542
(+/-)	\$ (1,345,936)	\$ (780,119)	\$ 1,865,690	\$ 2,412,903

Updated 09.01.2022

File Attachments for Item:

6. Term-Limited Board Members - Gubernatorial Appointees

EXECUTIVE DEPARTMENT
STATE OF FLORIDA



In the Name and by the Authority of the

STATE OF FLORIDA

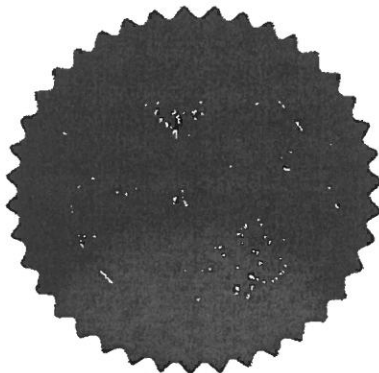
I, Ron DeSantis, Governor of Florida, by virtue of the authority vested in me by the Constitution and Laws of this State, do hereby commission

Karen Cole-Smith

who was duly appointed to be a member of the

Children's Trust of Alachua County Advisory Board

for a term beginning on the Fourteenth day of February, A.D., 2020, until the First day of January, A.D., 2021, according to the Constitution and Laws of the State and in the Name of the People of the State of Florida to have, hold and exercise the said office, and all the powers and responsibilities appertaining thereto, and to receive the privileges and emoluments thereof in accordance with the law.



In Testimony Whereof, I do hereunto set my hand and cause to be affixed the Great Seal of the State, at Tallahassee, the Capital, this the Twenty-Seventh day of March, A.D., 2020, and of the Independence of the United States the Two Hundred and Forty-Fourth year.

ATTEST:

Secretary of State

Governor of Florida



In the Name and by the Authority of the

STATE OF FLORIDA

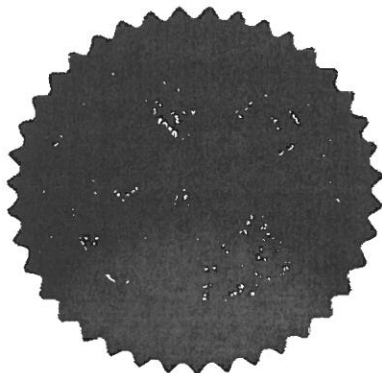
I, Ron DeSantis, Governor of Florida, by virtue of the authority vested in me by the Constitution and Laws of this State, do hereby commission

Lee Pinkoson

who was duly appointed to be a member of the

Children's Trust of Alachua County Advisory Board

for a term beginning on the Fourteenth day of February, A.D., 2020, until the First day of January, A.D., 2022, according to the Constitution and Laws of the State and in the Name of the People of the State of Florida to have, hold and exercise the said office, and all the powers and responsibilities appertaining thereto, and to receive the privileges and emoluments thereof in accordance with the law.

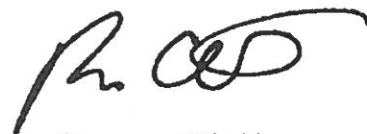


In Testimony Whereof, I do hereunto set my hand and cause to be affixed the Great Seal of the State, at Tallahassee, the Capital, this the Twenty-Fourth day of March, A.D., 2020, and of the Independence of the United States the Two Hundred and Forty-Fourth year.

ATTEST:



Secretary of State



Governor of Florida



In the Name and by the Authority of the

STATE OF FLORIDA

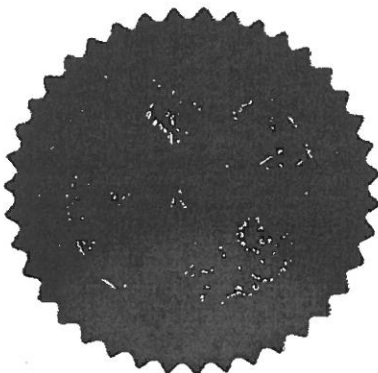
I, Ron DeSantis, Governor of Florida, by virtue of the authority vested in me by the Constitution and Laws of this State, do hereby commission

Margarita Labarta

who was duly appointed to be a member of the

Children's Trust of Alachua County Advisory Board

for a term beginning on the Fourteenth day of February, A.D., 2020, until the First day of January, A.D., 2023, according to the Constitution and Laws of the State and in the Name of the People of the State of Florida to have, hold and exercise the said office, and all the powers and responsibilities appertaining thereto, and to receive the privileges and emoluments thereof in accordance with the law.



In Testimony Whereof, I do hereunto set my hand and cause to be affixed the Great Seal of the State, at Tallahassee, the Capital, this the Twenty-Seventh day of March, A.D., 2020, and of the Independence of the United States the Two Hundred and Forty-Fourth year.

ATTEST:

Secretary of State

Governor of Florida



In the Name and by the Authority of the

STATE OF FLORIDA

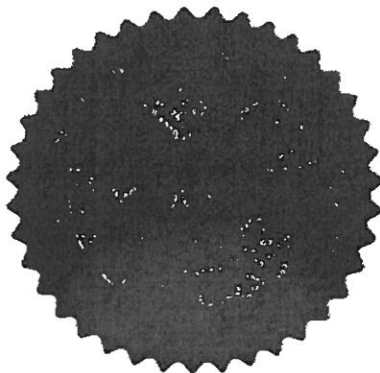
I, Ron DeSantis, Governor of Florida, by virtue of the authority vested in me by the Constitution and Laws of this State, do hereby commission

Patricia Snyder

who was duly appointed to be a member of the

Children's Trust of Alachua County Advisory Board

for a term beginning on the Fourteenth day of February, A.D., 2020, until the First day of January, A.D., 2023, according to the Constitution and Laws of the State and in the Name of the People of the State of Florida to have, hold and exercise the said office, and all the powers and responsibilities appertaining thereto, and to receive the privileges and emoluments thereof in accordance with the law.



In Testimony Whereof, I do hereunto set my hand and cause to be affixed the Great Seal of the State, at Tallahassee, the Capital, this the Twenty-Seventh day of March, A.D., 2020, and of the Independence of the United States the Two Hundred and Forty-Fourth year.

ATTEST:

Secretary of State

Governor of Florida



In the Name and by the Authority of the

STATE OF FLORIDA

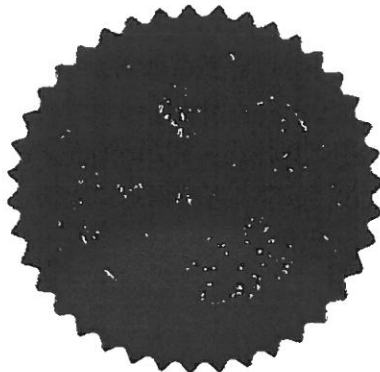
I, Ron DeSantis, Governor of Florida, by virtue of the authority vested in me by the Constitution and Laws of this State, do hereby commission

Nancy Hardt

who was duly appointed to be a member of the

Children's Trust of Alachua County Advisory Board

for a term beginning on the Fourteenth day of February, A.D., 2020, until the First day of January, A.D., 2024, according to the Constitution and Laws of the State and in the Name of the People of the State of Florida to have, hold and exercise the said office, and all the powers and responsibilities appertaining thereto, and to receive the privileges and emoluments thereof in accordance with the law.



In Testimony Whereof, I do hereunto set my hand and cause to be affixed the Great Seal of the State, at Tallahassee, the Capital, this the Fifteenth day of April, A.D., 2020, and of the Independence of the United States the Two Hundred and Forty-Fourth year.

ATTEST:

Secretary of State

Governor of Florida

File Attachments for Item:

7. Data Technical Advisory Committee Update (Bonnie Wagner)

**Item:**

Data Technical Advisory Committee Update (Bonnie Wagner)

Requested Action:

The Board is asked to approve Resolution 2022-14.

The Board is asked to approve the Data Collection and Management Policy.

Background:

At the January 2022 Board meeting, the Board approved Resolution 2022-02 authorizing the formation of a [Data Technical Advisory Committee](#) (DTAC). The objective of the DTAC was to create alignment between community stakeholders and the Trust about evaluation priorities and policies surrounding data collection, storage, and utilization. The result of the DTAC was to produce a policy recommendation for Board approval that details the Trust's collection, use, storage, and reporting of data.

The Trust hosted six monthly committee meetings between March and August 2022. DTAC members had the opportunity to brainstorm and discuss policy recommendations including: the type of data collected, data collection processes, protections, and sharing policies. During the July meeting, DTAC members received a draft Data Collection and Management Policy, which synthesized topics discussed and validated by the group, allowing for their final review and feedback individually as well as collectively during the final meeting. On August 25, 2022, the Trust hosted its final DTAC meeting where members unanimously approved the policy recommendations for consideration by the Trust Board.

In addition to working in collaboration with the DTAC members, Trust staff also incorporated into the policy best practices, considerations of Board members and other experts, and alignment with Florida Statutes. Trust staff closely reviewed relevant statutes, consulted other CSCs, evaluation and data policies of other funders and governments, and leveraged discussion from the Board Retreat and the Guiding Principles of the Trust.

Upon approval of the Data Collection and Management Policy, the Trust will begin implementation of the policy. This will include adding the policy to our website, messaging the policy to providers and community stakeholders, developing an informed consent statement, acquiring a data system, developing a data purposes dictionary, and incorporating policy elements into contracting. The Trust staff also will evaluate the implementation of the policy annually to determine opportunities for improvement.

Attachments:

Resolution 2022-14

Exhibit A – Data Collection and Management Policy

Programmatic Impact:

Upon approval staff will begin a staggered approach in implementing the policy into all programmatic contracts.

Fiscal Impact:

None.

Recommendation:

Staff recommends approval.

**CHILDREN'S TRUST OF ALACHUA COUNTY
RESOLUTION 2022-14**

ADOPTION OF DATA COLLECTION AND MANAGEMENT POLICY

WHEREAS, the Trust recognizes the importance of protecting the personally identifiable information (PII) of the children and families served;

WHEREAS, in accordance with Sec. [125.901](#), Fla. Stat. PII of children or parents or guardians of children held by the Trust, a contracted service provider, or researcher is exempt from the provisions of the Florida Public Records Law, Sec. [119.07](#), Fla. Stat.

WHEREAS, the Trust recognizes that evaluation of programs and services improves quality, gauges impact, promotes transparency, increases accountability, and confirms whether efforts are effective and beneficial in helping Alachua County children achieve their full potential;

WHEREAS, PII is needed to provide, assess, and coordinate services over time, and for on-going planning, quality improvement, and to determine effectiveness of efforts, strategies and ultimately whether the goals of the Trust are being accomplished.

WHEREAS, the Trust convened a Data Technical Advisory Committee to involve service providers and community stakeholders in formulating and reaching consensus on the recommendations set forth in this policy;

WHEREAS, the Trust agrees it shall protect data collected in a manner that will not permit the personal identification of children and their parents to persons other than those authorized to receive the records.

SECTION 1: ADOPTION The data policy attached hereto as Exhibit "A" is hereby adopted in its entirety as provided in Exhibit "A" and incorporated herein by this reference.

SECTION 2: EFFECTIVE DATE This Resolution shall be in full force and effect from 09.26.2022 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN'S TRUST OF ALACHUA COUNTY BOARD; this 26th day of September 2022.

	AYE	NAY	ABSENT	NOT VOTING
Dr. Margarita Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Lee Pinkoson	_____	_____	_____	_____
Dr. Karen Cole-Smith	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Shane Andrew	_____	_____	_____	_____
Dr. Patricia Snyder	_____	_____	_____	_____

Cheryl Twombly
Hon. Denise Ferrero

Presiding Officer

Attest

Dr. Margarita Labarta, Chair
Children's Trust of Alachua County

Kristy Goldwire, Acting Secretary
Children's Trust of Alachua County

EXHIBIT A

SECTION 1:

Purpose and Intent

Sec. [125.901](#), Fla. Stat., as adopted by ordinance approved by referendum of the electorate of Alachua County, provides the legal authority for the creation of the Children’s Trust of Alachua County to become a coordinating body and funder of children’s services throughout the county. Accountability and evaluation are noted as functions and responsibilities per this statute:

- 1) To understand the needs of children and families.
 - “To collect information and 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.” (Sec. 125.901(2)(a)4, Fla. Stat.)

- 2) To determine if services are effective and beneficial.
 - “Information on the effectiveness of activities, services, and programs offered by the council, including cost-effectiveness.” (Sec. 125.901(5)(a), Fla. Stat.)
 - “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.” (Sec. 125.901(5)(e), Fla. Stat.)

Data is essential for prioritizing, managing, and guiding decision making on how to provide the best and most impactful services for Alachua County children. Evaluation is a systematic process and widely recognized as critical for establishing and achieving goals. Using data to regularly monitor progress helps organizations achieve higher levels of success, delivers evidence to demonstrate utilization and effectiveness of Trust funded services. Data is a critical communication tool to develop partnerships and advocate for resources to address needs.

Additionally, the evaluation process provides opportunities for children and families to have a voice and express valuable feedback on quality, benefits of services, and other information that can contribute to program improvements. Evaluation supports the development of knowledge needed to understand the reach and effectiveness of programs across populations and contexts which furthers equitable practices and distribution of resources. In sum, data collection is critical in helping the Trust carry out its mission.

SECTION 2

What data is collected?

The Trust seeks to collect data so it may effectively fulfill our mission of serving children, so they are healthy, educated, supported, and safe. At the February 2022 Board Retreat, Board members expressed the need for information to measure the impact of the Trust. Specific information needs include how Trust funds are being invested, who the Trust is reaching, effectiveness of services, benefits and outcomes, what progress has been made toward community-level goals and developing trusting and collaborative relationships with families and partners. The Data Technical Advisory Committee commissioned by the Board was in alignment and echoing many of the same

data collection imperatives, including:

- amount and duration of services,
- program cost,
- key characteristics of participants,
- benefits and effectiveness of funded services,
- ways to potentially link with other systems,
- an identified purpose, and
- ways to meaningfully use and communicate findings.

The Trust encourages providers to allocate staff time for data collection and related evaluation activities. Providers will be compensated for data collection and evaluation activities prompted by the Trust through this allocation of staff time.

Data elements required for each contract will be determined by the type of service, program model, duration or amount of service, and level of investment. Contracts providing the same or similar service will have the same data elements and assessment tools for consistency to allow for analysis across contracts to evaluate the Trust's investment in the overall initiative.

SECTION 3

How do we inform participants?

The Trust will develop a consent statement and process that informs participants why information is being collected and how it will be used. The Trust will inform participants about our data collection and management through the following practices:

- Providers collecting PII from children and families to submit to the Trust shall obtain consent, from a person legally authorized to give consent, to collect and provide this data to the Trust.
- The Trust will provide a short consent statement that will include the following: (1) why the information is being collected, (2) how it will be used, and (3) how it will be protected.
- This data collection and management policy will be available on the Trust's website, along with staff contact information, to receive any questions, concerns, or grievances.

SECTION 4

What data is required vs. encouraged?

Required data elements for accountability typically includes enrollment/registration, eligibility documentation, and attendance or participation. As a government entity, the Trust requires these data to account for services being rendered and to confirm dollars were appropriately used for public good and as specified in the contract.

While providers may provide services to children and families through other funding sources, due to the Trust's accountability requirements, there is not an opt-out option for required data elements by participants receiving Trust funds.

- Providers will communicate with families why and how information will be used and protected and emphasize their information would be used in ways consistent with this policy (i.e., kept private, not shared with unauthorized individuals, and used specifically for accountability, evaluation, program improvement).
- The Trust would establish a feedback cycle with providers and families, which would include learning more about any concerns about the information collected, so the Trust can gain understanding, make improvements, and address concerns families have related to information being requested.

Providers are required to help administer and encourage participants to take part in data collection activities to assess program performance and outcomes. Data tools used may include surveys, focus groups, interviews, and other types of qualitative data collection. Participation of parents, caregivers, and children in additional evaluation processes beyond accountability requirements is voluntary, and participants may refuse to participate. Parents' may elect or decline to release data to/from third parties for evaluation purposes. Participation in any Trust funded services is voluntary. Parents have the right to decide whether it is acceptable for the Trust to use photos or media that identify them or their minor children, or use identified personal testimonials, narrative, or success stories.

- The Trust values the input of as many participants as possible in data collection activities. This ensures that the data is representative, and findings drawn from it are accurate and credible. The Trust aims for participant completion rates of 70% or higher in its evaluative efforts. The Trust works individually with each provider to establish reasonable goals and targets that are achievable, consistent with the program model, and frequency and duration of services.

SECTION 5

How do we secure data?

The Trust recognizes the importance of protecting personal information of children and families who participate in Trust funded services. Personally identifiable information (PII) requested by the Trust on children and families who enroll, participate, or receive services will be collected via a secure data system where all individuals have a unique identifier. The Trust, its staff, funded providers, and IT/software vendors all have a role in data security.

The Trust will require IT and software vendors to adhere to the following practices to safeguard data collected on children and families:

- ✓ Ensure data is encrypted while at rest and in transit.
- ✓ Routinely complete an external security audit.
- ✓ Maintain an audit trail of system access.
- ✓ Configure system access to each user's specific role.
- ✓ Apply industry-standard best practices to protect PII from disclosure, through system security settings, including:

- A strong password
- Identity authentication (e.g., multi-factor, network/user validation)
- Password expiration
- System lock-out after multiple failed login attempts
- Inactivity timeout
- Login inactivity suspension

All Trust and provider staff who have data system access and interface with PII will receive training on expectations related to privacy, data security, and appropriate system usage. The Trust will require both its staff and providers to adhere to the following practices to safeguard data collected on children and families:

- ✓ All data system users must commit to protect the data in a manner that does not permit the personal identification of program participants to unauthorized persons.
- ✓ All data system users will participate in training on how to use the system.
- ✓ All data users must complete a Data System User Agreement at initial login and every year thereafter.
- ✓ All data system users must report any device theft or account compromise.
- ✓ Devices used for data system access must have a password.
- ✓ Supervisors must report and/or terminate data system access immediately upon staff separation from employment.

In the event of a data breach, the Trust will take immediate action to mitigate the impact. This would include working with security experts as needed to identify and secure all affected data, devices, and systems. The Trust would notify those who were subject to an unauthorized disclosure: the nature of the disclosure, the Trust's actions to remedy the occurrence, and make improvements going forward.

SECTION 6

Data Sharing Agreements

The Trust recognizes that data sharing is important to facilitate interagency coordination of services and examination of outcomes as organizations collectively work together to serve children and families.

The Trust may enter into data sharing agreements with organizations with whom the Trust partners to achieve mutual goals to benefit children and families. Prior to sharing any data with external organizations, the Trust would ensure the following practices:

- External data sharing decisions consider the purpose and intention and weigh both the risks and benefits posed.
- Appropriate data security safeguards are employed to minimize risks.

- Research or evaluations conducted by external organizations use only deidentified data from the Trust.
- The Trust will be the organization to conduct any analysis that involves the Trust's data combined with an external dataset. To that end, only the minimum amount of information required for data matching will be released and potentially achieved by use of ID #s, pseudoIDs, and other tokens.

SECTION 7

How are evaluation results shared?

Data collection serves many purposes for the Trust in planning, monitoring performance, and progress towards goals. Data is best leveraged through thoughtful evaluation and collaboration processes so that information is fully utilized to improve the lives of children and families. To that end, the Trust desires to engage in on-going collaborative quality improvement with its providers (such as, Plan, Do, Study, Act), so there are opportunities to review evaluation results, reflect on implementation, plan for, and make needed improvements.

The Trust, as a government entity, is required to make evaluation reports, results, and presentations available to the public on request. Such reporting will be in aggregate and not identify any individual children, parents, or families. An individual may voluntarily choose to be identified through sharing their success story, or narrative experience, and photograph or other media which would require additional permission (i.e., media release).

The Trust values transparency and accountability. Therefore, the Trust will make on-going and intentional efforts to share our work with key stakeholders as well as publicly (i.e., targeted communication, outreach, through our website) in addition to making reports, results, and presentations available upon request.

File Attachments for Item:

8. 2022 Summer Programming (Belita James)

**Item:**

Children's Trust of Alachua County 2022 Summer Programming Report

Requested Action:

1. The Trust is asked to receive 2022 Summer Programming Report

Background:

The Children's Trust of Alachua County released its 2022 Summer RFP with the intentions of funding summer camp providers offering a range of programming activities. 24 providers received summer contracts, providing summer camp services to 1,156 children. Additionally, 6 enrichment providers were funded.

The target population for the Summer RFP is children from low-income families living in Alachua County and who are kindergarteners (five years old on or before September 1st) through 12th graders. Providers recruited and enrolled children into summer camp programming using the following guidelines:

- Full scholarships: children from families at or below 200% 2021 federal poverty threshold, children with Individualized Educational Plan (IEP) and /or 504 plans, children from families receiving SNAP benefits, children in foster care, children in voluntary and formal kinship care, and children under in-home case management supervision.
- Partial scholarships: children from families between 200% - 400% 2021 federal poverty level

Attachments:

PowerPoint presentation provided at board meeting

Programmatic Impact:

To expand access to safe and enriching summer programming that offers a wide range of activities to children from low-income families living in Alachua County.

Fiscal Impact:

N/A

Recommendation:

Receive the information

File Attachments for Item:

9. Business Leadership Institute for Early Learning V'Locity Masterclass Cohort 1 (Mia Jones)



Item:

Business Leadership Institute for Early Learning V'Locity Masterclass Cohort 1 (Mia Jones)

Requested Action:

The Board is asked to receive this update.

Background:

Business Leadership for Early Learning Inc. offers industry specific Master Classes, conferences, alumni trainings, online support, peer-to-peer meetings and advocacy engagement with key industry decision makers, legislators, and community leaders to explore new possibilities for better outcomes with Early Learning Owners and Directors as a larger network of small business entrepreneurs. This report will provide an update on Alachua County Business Leadership Institute V'Locity Masterclass Cohort 1 funded by the Children's Trust of Alachua County.

Programmatic Impact:

Goal 2- All children learn what they need to be successful

Strategy 2.1- Support Professional Development and Capacity-Building

Fiscal Impact:

N/A

Recommendation:

The Board is asked to receive this update.

Alachua Cohort 1 Report

ALACHUA COHORT 1 DEMOGRAPHICS

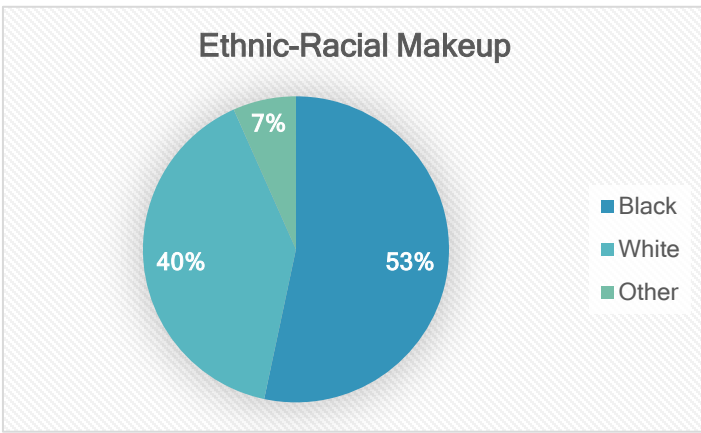
The first cohort of the Alachua BLI series launched in 2022.

Pretest data included 15 participants:

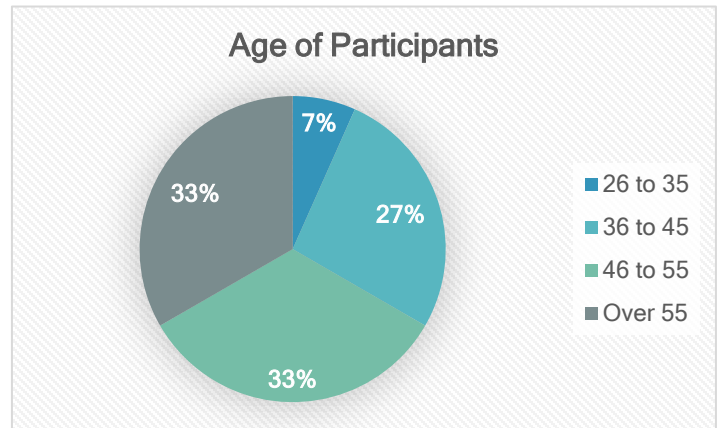
- 13 female (87%)
- 10 married (66.7%)
- 3 are parents of a young child (20%)
- 3 (20%) of the participants identified as directors, 8 (53%) of them identified as both owners and directors, 3 as an owner (20.0%) and the other (7%) self-identified as "a future owner and director."

Posttest data included 10 participants:

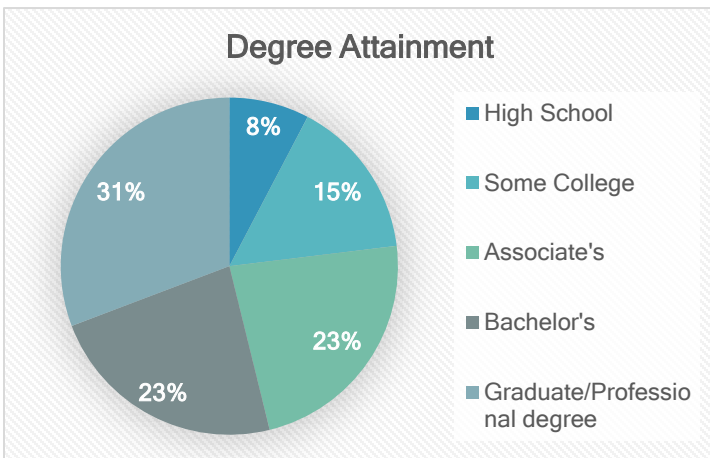
- 10 female (100%)
- 6 married (60%)
- 2 are parents of a young child (20%)
- 5 (50%) of the participants identified as directors and owners, 4 (40%) as owners, and 1 as an aspiring owner and director.



The participants identified primarily as Black Non-Hispanic (53%), followed White Non-Hispanic (40%).



The majority of the participants were over the age of 45. Thirty-three (33%) identified as between the ages of 46-55 and another 33% identified as over the age of 55. The remaining 34% identified as under the age of 46.



With regard to degree attainment, most of the participants (92%) reported completing some higher education, or professional degree.

BUSINESS KNOWLEDGE DATA

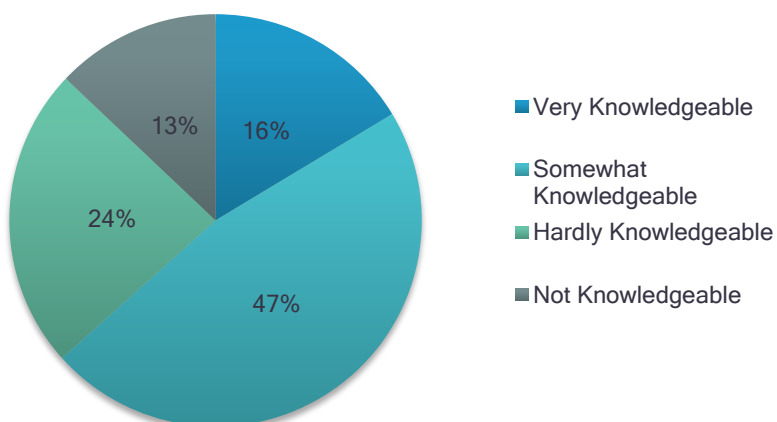
In an effort to assess the immediate impact of the BLI Master class series, two survey items were used to capture growth. The Business Knowledge survey asks participants about whether they are (1) Not Knowledgeable, (2) Hardly Knowledgeable, (3) Somewhat Knowledgeable, or (4) Very Knowledgeable about various topics, including:

- Mission and Vision
- Creating a Business Pitch
- Creating an Elevator Pitch
- Analyzing Cash Flow
- Writing a Budget
- Credit and How it Works
- Business Leadership
- Strategic Planning
- Understanding a Business Model
- Marketing Mix
- Power of Networking
- Building your Brand
- Staffing
- Labor Laws
- Real Estate
- Negotiation

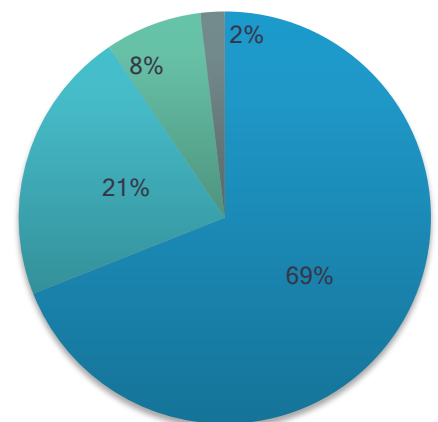
Before participating in BLI's Master Class Series, few participants indicated they were "Very Knowledgeable" (**16%**) and many indicated they were "Somewhat Knowledgeable" (**47%**) of the topics listed on the Business Knowledge Survey. **Although a large percentage saw themselves as generally knowledgeable at pretest, after participating in the BLI, participants were significantly more likely to indicate they were "Knowledgeable" (90%)** about the topics listed on the Business Knowledge Survey. In fact, at posttest, only 2% of the 167 collected responses were identified as "Not Knowledgeable" about the listed topics.

Participants reported gaining particular knowledge in the areas of: **Mission and Vision, Power of Networking, Creating an Elevator Pitch, and Business Leadership**

Business Knowledge Pretest



Business Knowledge Posttest



PRELIMINARY BUSINESS DATA

Preliminary business data indicate the following:

At Pretest:

- **33%** of participants reported that they were not taking a salary
- **60%** of businesses reported they were under enrolled
- Businesses report employing an average of 9 people.
- Businesses were serving an average of 50 children.
- Only **27%** of the centers were accredited.

At Posttest:

- **100%** of participants expect to increase their **revenue** as a result of BLI.
- **80%** of participants expect to increase their **enrollment** as a result of BLI.
- **80%** of participants expect to increase their **hiring** as a result of BLI.
- **90%** of participants expect to increase **teacher salaries** as a result of BLI.
- **90%** of participants expect to apply for **accreditation** as a result of BLI.
- **70%** of participants expect to **renegotiate a lease, or with a vendor.**
- **80%** expect to apply for **new working capital.**
- **80%** expect to serve **more school readiness children** as a result of BLI.

"Thank you much! I am looking forward to future growth!"

"I have gained a lot of knowledge from these classes"

"This was a phenomenal training and opportunity."

Climate question:

We asked participants how they felt the increase in the minimum wage would affect their business. Responses were mixed.

- **27%** of participants felt the increase would **negatively** affect their business.
- **40%** of participants felt the increase would **positively** affect their business.
- **33%** of participants were either **not sure** or felt it **would not** affect their business.

File Attachments for Item:

10. Strategies 2.3 & 2.4 Survey Results (Bonnie Wagner)



Item:

Strategies 2.3 & 2.4 Survey Results (Bonnie Wagner)

Requested Action:

The Board is asked to receive this update.

Background:

In the May 23, 2022 Board Meeting a motion was made for staff to investigate whether afterschool and summer programs were addressing strategies 2.3 (literacy and other academic supports) and 2.4 (special needs). As a result, staff added survey items to the *End of Program Narrative* for providers to self-report on the services and supports they offer in these areas. A summary of the survey results is presented below:

Academic Support:

Afterschool Programs – 5 of the 6 funded by the Trust report providing specific programming, services, or staffing to support academics (83%). All afterschool programs provide a designated homework time where staff oversees the completion of school assignments, and this is a required component of the contract. Afterschool providers described providing homework assistance and some also detailed additional tutoring and specialized programming available.

Summer Camps – 16 of the 28 funded by the Trust report providing academic support (57%). The camps that offered academic support shared they incorporate academics, literacy, and learning into their programming routine; several indicated they employed certified teachers at their camp, and some had partnered with other organizations to incorporate additional learning opportunities.

Special Needs:

Afterschool Programs – 1 of the 6 funded by the Trust report providing specific programming, services, or staffing to support special needs children (17%). This one program reported that their staff had received specific training in working with special needs children.

Summer Camps – 13 of the 28 funded by the Trust report providing support for special needs children (46%). The camps noted providing supports for special needs children through

having mental health counselors available, teaching staff trained in Exceptional Student Education, one-on-one support and additional supervision for children based on physical, intellectual, emotional, and behavioral needs. Two providers noted they had their staff receive training from UF CARD.

Attachments:

Brief presentation is in development.

Programmatic Impact:

None.

Fiscal Impact:

None.

Recommendation:

Receive the information.

File Attachments for Item:

11. Board Policy Recommendation (Bob Swain & Chair Labarta)



Item:

Board Policy Recommendation (Bob Swain & Chair Labarta)

Requested Action:

The Board is asked to review and approve the proposed policy changes

Background:

Attached are proposed changes to Board Policies, detailing what happens for events beyond discrimination and retaliation, should it be necessary, clarifying the line of succession, and adding the process for approving the Executive Director leave requests.

Attachments:

1. 7.100 Emergency/Interim Executive Director Succession
2. 1.25 Board Chair's Role
3. 7.78 Staff Treatment Responsibilities

Programmatic Impact:

N/A

Fiscal Impact:

N/A

Recommendation:

Recommends approval

Board Policies

7.100 Emergency/Interim Executive Director Succession

In order to ensure that the Trust is managed during any interim period when the Executive Director is unavailable and/or any period between successive Executive Directors, the incumbent Executive Director shall:

1. have at least one manager familiar with the Board and Executive Director issues and processes;
2. advise the Director of Program Operations, who has the next highest level of agency responsibility, of salient issues prior to any planned absences. In the event that the Executive Director is unable to exercise their authority, the Director of Program Operations shall exercise that authority pending action of the Trust;
3. have an Executive Management Team that can manage the day-to-day operations in the Executive Director's absence.

BOARD POLICIES

1.25 Board Chair's Role

The Board Chair, a specially empowered member of the Board, assures the integrity of the Board's process and, secondarily, occasionally represents the Board to outside parties.

1. The assigned result of the Chair's job is that the Board behaves consistently with its own rules and those legitimately imposed upon it from outside the organization.
 1. Meeting discussion content will be only those issues which, according to Board policy, clearly belong to the Board to decide or to monitor.
 2. Information that is for neither monitoring performance nor Board decisions will be avoided or minimized and always noted as much.
 3. Deliberation will be fair, open, and thorough, but also timely, orderly, and kept to the point.
2. The authority of the Chair consists in making decisions that will fall within topics covered by the Board policies on Governance Process and Board-Management Delegation, with the exception of (a) employment or termination of an Executive Director and (b) where the Board specifically delegates portions of this authority to others. The Chair is authorized to use any reasonable interpretation of the provisions in these policies.
 1. The Chair is empowered to chair Board meetings with all the commonly accepted power of the position, such as ruling, and recognizing.
 2. The Chair has no authority to make decisions about policies created by the Board within the Trust's Goals and Strategies and Executive Limitations policy areas. Therefore, except as expressly provided by Board action or in the policies or the employee handbook the Chair has no authority to supervise or direct the Executive Director.
 3. The Chair may represent the Board to outside parties in announcing Board-stated positions and in stating Chair decision and interpretations within the area delegated to that role.
 4. The Chair may delegate this authority, but remains accountable for its use.
 5. The Chair will also be a member of the Executive Committee, which also includes but is not limited, to the Vice Chair and Treasurer.
 6. The Chair represents the Board and the Trust at public events, advocating for our mission, reporting on goals and accomplishments, thereby promoting the Trust in the Community.
 7. The Chair shall be responsible for approving leave requests of the Executive Director.
 8. Should an allegation be made regarding the conduct of the Executive Director which, if supported by evidence, would constitute a violation of the law, a policy of the Board or the Employee Handbook, the Chair may, after consultation with Board Counsel and Human Relations suspend the Executive Director with pay pending an investigation if warranted and

further action by the Board. Any such suspension shall be immediately reported to the Board.

HISTORY

Adopted by Res. [2022-01](#) on 1/10/2022

BOARD POLICIES

7.78 Staff Treatment Responsibilities

1. The Executive Director shall maintain an Employee Handbook which shall be approved and amended by the Board and provide policy guidance for the Executive Director to ensure that staff is treated in a manner that is professional, fair, and legal at all times. The Employee Handbook shall provide policies that
 1. act in conformance with the Fair Labor Standards Act or other applicable state or federal law governing leave, compensation, classification, or accommodation;
 2. are kept current and reviewed annually that address at a minimum conduct and ethical standards, hiring, discipline, termination, pay and promotion, leave, evaluation, and performance;
 3. provide permanent employees a due process grievance procedure, able to be used without bias, up to and including access to the Executive Director for matters including:
 1. grievances or complaints
 2. conflicts
 3. disciplinary actions taken by the supervisor
 4. termination
 4. maintain policies that govern leave, including personal time off, leave without pay, administrative, and family medical leave options and requirements;
 5. make sure all hires have a background and criminal records check commensurate with their job and responsibilities and that they are informed of this process;
 6. ensure that meaningful orientation and ongoing training is provided to staff and volunteers throughout CTAC;
 7. monitor employee performance and have performance evaluations conducted in accordance with published criteria and schedules set out in center policies, procedures, and guidelines;
 8. link incentives to performance;
 9. provide working conditions that are consistent with community standards, including compensation and benefits;
 10. define and prohibit nepotism and other work-related conflicts of interest;
 11. ensure that staff providing direct professional services reserve the right, based on Executive Management staff review, to ensure compliance with Federal statutes regarding civil rights or disabilities, to refuse at any time to participate in the care or treatment of any particular consumer or group on the grounds of religious, ethnic, cultural, or moral considerations or persuasions;
 12. provide separating employees an opportunity to participate in an Exit Interview that is confidential and unbiased;
 13. provide a work environment that supports and engages staff, provides meaningful work in as flexible a manner as possible, while also promoting excellence, accountability, and ethical practices.
 14. The Employee Handbook shall govern the conduct of all employees of the Children's Trust of Alachua County.