



CHILDREN'S TRUST REGULAR MEETING AGENDA

October 05, 2020 at 4:00 PM

Virtual Meeting (see last page for information)

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. [9.21.20 Regular Meeting Minutes](#)
2. [Revisions to the Employee Handbook](#)
3. [Amendment to Section 6.70 of the Procurement Policies](#)
4. [Approval of Budget Amendments to Direct Community Service Contracts in Excess of 10%](#)
5. [September 2020 Checks and Expenditures Report](#)
6. [4th Quarter Report to the Alachua County Board of County Commissioners](#)

Executive Director Report

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

Finance Report

8. [4th Quarter Budget Review](#)

Action Items

9. [Contract with University of Florida's College of Health and Human Performance for a Summer Needs Assessment](#)
10. [Joint Meeting with the Alachua County Board of County Commissioners](#)

For Your Information

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

11. [Parent Advocacy and Empowerment \(East Gainesville Initiative\)](#)

12. [Early Intervention Research Team Awarded IES Grant](#)
13. [Background Report on Fare Free Bus Passes from Gainesville 4 All](#)
14. [Executive Order 20-246 \(Local Government Public Meetings\)](#)

General Public Comments

Board Member Comments

Next Meeting Date

Regular Meeting - Monday, October 19, 2020 @ 4:00 PM

Adjournment

Virtual Meeting Information

This meeting had previously been advertised as in-person, but will now take place solely online.

- 1) Email public comments to childrenstrust@childrenstrustofalachuacounty.us by 2:00 PM on October 5, 2020.
- 2) Zoom link to register: https://us02web.zoom.us/webinar/register/WN_Z4uljgf2Ri-syZifYZex1g
- 3) Phone: Call (346) 248-7799; Meeting ID: 873 3828 5204
- 4) View on Facebook Live: www.facebook.com/ChildrensTrustofAlachuaCounty

File Attachments for Item:

9.21.20 Regular Meeting Minutes



CHILDREN'S TRUST
OF ALACHUA COUNTY

DRAFT

CHILDREN'S TRUST REGULAR MEETING MINUTES

September 21, 2020 at 5:00 PM

Virtual Meeting (see last page for information)

Call to Order

Chair Lee Pinkoson called the meeting to order at 5:00 pm

Roll Call

PRESENT

Chair Lee Pinkoson
Vice Chair Maggie Labarta
Member Tina Certain
Member Karen Clarke
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.

Item 1 was moved for discussion to the regular agenda.

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

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

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. 8.31.20 Regular Meeting Minutes

This item returns to the agenda for approval as the vote at the meeting on September 14, 2020 was not fully recorded.

Motion made to accept the minutes made by Member Certain, Seconded by Member Clarke.

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

2. 9.14.20 Regular Meeting and Public Hearing Minutes

3. Approval of the COVID-19 Subrecipient Grant Agreement

Final Public Hearing (5:01 pm) Final Millage Rate and Final Budget

4. Fiscal Year 2021 Final Millage Rate and Budget

Motion made by Member Certain, Seconded by Member Cornell to approve Resolution 2020-15: The Children's Trust of Alachua County's Final Millage Rate for the 2021 Tax Year.

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

Voting Nay: Chair Pinkoson

Conflict: Member Wilson Bullard

Motion made by Member Certain, Seconded by Member Cornell to approve Resolution 2020-16: The Children's Trust of Alachua County's Final Budget for the 2020-21 Fiscal Year.

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

Voting Nay: Chair Pinkoson

General Public Comments

Lucy Marrero Joyce Peppel

Board Member Comments

Next Meeting Date

Regular Meeting - Monday, October 5, 2020 @ 4:00 PM (VIRTUAL MEETING)

Adjournment

Chair Pinkoson adjourned the meeting at 5:20 pm.

**CHILDREN'S TRUST OF ALACHUA COUNTY
PUBLIC HEARING SCRIPT**

SEPTEMBER 21, 2020

FINAL PUBLIC HEARING 5:01 PM

FISCAL YEAR 2020-21 MILLAGE RATE AND BUDGET

I. Introduction to Public Hearing on Children's Trust of Alachua County Fiscal Year 2020-21 Final Budget

CHAIR:

The Children's Trust of Alachua County convenes the Public Hearing on Fiscal Year 2020-21 Final Millage Rate and Final Budget as required by Florida Statutes, Chapters 125 and 200 and as advertised in the Truth-in-Millage (TRIM) Notices as well as the Gainesville Sun Newspaper on Wednesday, September 16, 2020.

If anyone in our audience is here for the purpose of contesting their assessment, a petition for adjustment with the Value Adjustment Board should have been filed by 5:00 P.M. Tuesday, September 11, 2020. This information was included in the TRIM notices sent to each taxpayer. Petition forms were available from the Property Appraiser's Office.

This evening we will take a number of actions related to the adoption of the final millage rate and budget for fiscal year 2021.

I encourage you, if you have not already done so, to get a copy of the agenda so you may easily follow the proceedings this evening. Citizen comments will be taken following the overview of the tentative budget by the Chair and the Executive Director. The Counsel will now present an overview of the Truth-In-Millage Legislation followed by the Chair's explanation of the final and rolled back millage rate.

II. Fiscal Year 2020-21 Final Millage Rate and Final Children's Trust Budget

A. Overview of Truth-in-Millage Legislation

COUNSEL:

In 1980, the Florida Legislature adopted what is known as the Truth-in-Millage Legislation or TRIM, as it's called. The goal of the legislation is to ensure that taxpayers are advised of the public hearings at which the local taxing authorities' budgets and millage rate are considered and adopted. Each year, the Property Appraiser completes an assessment of the value of all property and certifies to each taxing authority the taxable value of the property within its jurisdiction. Each taxing authority then notifies the Property Appraiser of its proposed millage rate, its rolled back rate and the date, time and place of the public hearing to consider the proposed millage rate and the tentative budget. Once the Property Appraiser receives the information, he sends a notice that includes all the referenced information by first class mail to every taxpayer on the assessment role. The notice sent to taxpayers is called the TRIM notice. The TRIM notice lists what the taxes were for the prior year, what the taxes will be if the proposed budget changes are made, and what the taxes will be if no budget changes are made. This information is listed for each taxing authority. The notice also lists all voted levies for debt service. The purpose of the TRIM notice is to provide taxpayers with sufficient basic information to enable them to participate in the public hearing process.

B. Explanation of the Children's Trust Final and Rolled Back Millage Rate

CHAIR:

One of the requirements of the Truth-in-Millage Legislation is to provide information about why a final millage rate differs from the rolled back millage rate. Rolled back millage rate is defined as "the millage rate which, exclusive of new construction, additions to structure, deletions, and property added due to geographic boundary changes, will provide the same ad valorem tax revenue for each taxing authority as was levied during the prior year."

The TRIM process requires that a notice of "tax increase" be advertised when the current year final aggregate millage rate exceeds the calculated aggregate rolled back millage rate. The aggregate rolled back millage rate is calculated by dividing the prior year estimated property tax revenue by the current year taxable property value, multiplied by 1,000. The current year taxable value does not include new construction. For the 2021 tax year, the rolled-back rate calculation is 0.4773 mills. The proposed millage rate represents a 4.76% increase over the rolled-back millage

rate. *A notice of tax increase was advertised.*

The current year FY21 property tax revenue for the Children's Trust of Alachua County millage is \$8,149,722

The Executive Director will now present an overview of the final budget for fiscal year 2020-21.

C. Overview of Fiscal Year 2020-21 Final Budget and of Adjustments made to that Budget

EXECUTIVE DIRECTOR:

Mister Chair, the total Children's Trust final budget for fiscal year 2020-21 is \$10,143,751 which is equal to the tentative budget adopted by the Board during the September 14, 2020 Public Hearing.

Mister Chair, this concludes my comments on the final budget. I would be happy to answer any questions about the budget at this time.

III. Citizens Comments on Fiscal Year 2020-21 Final Millage Rate and Final Budget

CHAIR:

I would now like to invite citizens to comment on the fiscal year 2020-21 final millage rate and final budget. Please use the "Raise your hand" function in Zoom, or call the number on the screen if you wish to address the Board. We do request each speaker try to limit his or her comments to 3 minutes. The hearing will continue until everyone who wishes to address the Board has had an opportunity to speak.

Citizen Comments allowed at this time.

CHAIR (following all citizen comments):

I will now close the public comment section of this public hearing.

IV. Children's Trust Board Action on FY 2020-21 Final Millage Rate and Final Budget

A. Adjustments by Motion to the Fiscal Year 2020-21 Final Children's Trust of Alachua County Budget

EXECUTIVE DIRECTOR:

Mister Chair, the budget document before you, the "FY21 Final Budget", is

unchanged from the tentative budget adopted by the Board during the September 14, 2020 Public Hearing. Any additional adjustments to this budget can be made by motion at this time.

CHILDREN'S TRUST BOARD:

Adjustments adopted by motion (if any adjustments are entertained).

B. Adoption of Resolution Establishing Fiscal Year 2020-21 Final Children's Trust Millage Rate

CHAIR:

Florida Statutes require the name of the taxing authority, the millage rate to be levied, the rolled-back rate and the percentage change over rolled-back rate be publicly announced. Accordingly, the Children's Trust of Alachua County has determined that a final millage rate of .5000 mills is necessary to fund the Final Children's Trust budget.

CHILDREN'S TRUST BOARD:

Move Adoption of Resolution 2020-15 Establishing FY21 Final Children's Trust Millage Rate

C. Adoption of Resolution Adopting Revenue Estimates and the Fiscal Year 2020-21 Final Children's Trust Budget

CHILDREN'S TRUST BOARD:

Move Adoption of Resolution 2020-16 Adopting Revenue Estimates and the FY21 Final Children's Trust Budget

V. Conclusion of Public Hearing

CHAIR:

This concludes the Final Budget Public Hearing.

Attendee Report

Children's Trust of Alachua County - Board Meeting

Start Time: 9/21/2020 5:00:00 PM - Finish Time: 9/21/2020 5:20:00 PM

Host: ChildrensTrust@childrenstrustofalachuacounty.us

Webinar ID - 858 8167 0643

Panelist Details - Attended

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

Attendee Details - Attended

Kathryn Williams	kate@girlsplace.net
Stephanie Johnson	sjgator1@gmail.com
David Johnson	drjohnson@alachuacounty.us
Joyce Peppel	jpsthings@aol.com
Maureen Conroy	mconroy@coe.ufl.edu
Olivia Hollier	Ohollier@acso.us
Ellie Chisholm	infinitetruth1@aol.com
Lucy Marrero	marrel@shands.ufl.edu
Jonathan Leslie	jleslie@projectyouthbuild.org
Herman Knopf	hknopf@ufl.edu
Rachel Eubanks	reubanks@elcalachua.org
Addison Staples	addison@acesinmotion.org
Marie Small	Mdsmall@alachuacounty.us
Stacy Merritt	Stacy.Merritt@pfsf.org
Leah Galione	leah@gainesvillevineyard.org
Jamie Stormer	jamie_stormer@mbhci.org
Tyler Williams	twilliams@cityofalachua.org
Maureen Novak	novakma@peds.ufl.edu
Christi Arrington	christi@girlsplace.net
Joined by phone	17723415966

File Attachments for Item:

2. Revisions to the Employee Handbook

**Item:**

Revisions to the Employee Handbook

Requested Action:

The Trust is asked to approve Resolution 2020-17 revising the employee handbook

Background

At the August 3, 2020 Board meeting, the Trust approved the employee handbook via Resolution 2020-8. The Board asked the Executive Director to revise Section 4.20 "Sick Leave" to reduce the payout of accrued leave after ten years of service to 25% of accrued sick leave up to 1000 hours. The suggested revisions cap the payout of accrued sick leave to no more than 250 hours, or 25% of accrued sick leave, up to 1000 hours.

The second revision updates Section 8.80 "Benefits" to include life insurance benefits, flexible spending benefits, and supplemental retirement benefits.

Attachments

Resolution 2020-17

Programmatic Impact:

N/A

Fiscal Impact:

Administrative fees of approximately \$1000 for Flexible Spending Accounts and Employer Paid life insurance premiums up to \$10,000 in coverage per employee. These costs were included in the FY21 Budget approved at the September 21, 2020 Board meeting.

Recommendation:

Staff recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY
RESOLUTION 2020-17**

ADOPTION OF CHANGES TO THE EMPLOYEE HANDBOOK

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

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

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

SECTION 1: **AMENDMENT** “4.20 SICK LEAVE” of the Children's Trust of Alachua County Employee Handbook is hereby *amended* as follows:

A M E N D M E N T

4.20 SICK LEAVE

- A. Granting Leave. Full time employees assigned to a 40-hour work week shall earn four hours of paid sick leave per pay period.
- B. Accrual of Leave. Sick leave shall be earned as of the last day in the pay period and shall accrue provided the employee is in active pay status for at least 75% of the pay period.
- C. Using Leave. All requests for sick leave shall be in writing and approved by the appropriate supervisor or designee prior to use; however, in the event prior notification is not possible, an employee must immediately contact the employee's supervisor regarding the intended absence.
 - 1. An employee shall be granted sick leave only for those hours accrued prior to or during the pay period. Approval of sick leave requests is at the discretion of the supervisor.
 - 2. Any request for which the Family/Medical Leave Act (FMLA) may be applicable must be approved pending certification of the sick leave instance as FMLA. the leave will not be coded as FMLA until the medical certification designating the illness or injury as FMLA is received from the employee's medical provider.
 - 3. Sick leave may only be utilized for employee illness, injury, disability, pregnancy, pregnancy related conditions or quarantine by health authorities or a physician. Sick leave may also be used by the employee to care for an immediate family member because of an illness, injury, disability, pregnancy, pregnancy related conditions or quarantine by health authorities or a physician.
 - 4. Sick leave may be used for the employee's doctor/dental appointments or other

foreseeable medical appointments/treatment only if prior supervisory approval has been obtained. Sick leave may be used to transport or accompany the employee's immediate family member to doctor/dental appointments or for other foreseeable medical appointments/treatment only if prior supervisory approval has been obtained.

5. An employee may be required to supply proof of sickness, injury or disability. Reasons for requiring proof may include, but are not limited to:
 - a. A pattern of use of sick leave in conjunction with a holiday, use of annual leave, days off, weekends, work assignment deadlines, etc.
 - b. If the employee is sent to a physician of the Trust's choosing for the purpose of providing proof of illness or ability to perform at work, the Trust will pay the expenses. Upon exhaustion of sick leave, an employee may request use of accumulated vacation leave rather than applying for leave without pay.
- D. Pregnancy. The sick leave policy is applicable to pregnancy, childbirth, miscarriage or recovery from any of these conditions.
 1. Should pregnancy, childbirth or miscarriage result in sickness to the mother or child(ren), a father may use sick leave to care for the mother or child(ren).
 2. The mother or father may, for up to six weeks, use sick leave for the recovery of the mother after birth.
 3. Medical documentation is required to use sick leave for more than six weeks after birth.
- E. Compensation for Unused Leave. Upon separation and with ten (10) years of continuous service upon separation the employee will be entitled to payment at the employee's current pay rate for 25% of all unused, accrued sick leave up to a maximum payout of 250 hours (1,000 hour accrual).
(Intentionally left blank)

SECTION 2: **AMENDMENT** "8.80 BENEFITS" of the Children's Trust of Alachua County Employee Handbook is hereby *amended* as follows:

AMENDMENT

8.80 BENEFITS

- A. Health, Dental, Vision, Life Insurance, Employee Assistance Program (EAP) and Peerfit. The CTAC partners with the Alachua County Board of County Commissioners and participates in the BoCC's benefits plan. The plan includes Health, Dental, Vision, and Life Insurance, Flex Spending Accounts, an Employee Assistance Program, and Supplemental Retirement Options. The Employee Benefits Summary, including information on eligibility, can be found [here](#).
- B. Flexible Spending and Dependent Care Spending Account. The CTAC offers both a

Flexible Spending and Dependent Care Spending Account through Health Equity.
(TBD)

C. ~~Life Insurance.~~ (TBD)

D. Supplemental Retirement. The CTAC offers a 457 Deferred Compensation plan through ICMA. (TBD)

SECTION 3: **EFFECTIVE DATE** This Resolution is effective as of October 5, 2020.

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

	AYE	NAY	ABSENT	ABSTAIN
Lee Pinkoson	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Karen Clarke	_____	_____	_____	_____
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. Amendment to Section 6.70 of the Procurement Policies

**Item:**

Amendment to Section 6.70 of the Procurement Policies

Requested Action:

The Trust is asked to approve Resolution 2020-18 amending Chapter 6.70 "Contract Management" of the Procurement Policies

Background

Under the current policies, Direct Community Services contracts that request to move funds between line items in excess of 10% of the value of the contract require Board approval and a contract amendment.

This revision would allow the Trust to streamline the approval process by still requiring Board approval, but no contract amendment.

Any amendment that 1) changes the scope of the program, or 2) changes the contract value would still require Board approval and a contract amendment.

Attachments

Resolution 2020-18

Programmatic Impact:

N/A

Fiscal Impact:

N/A

Recommendation:

Staff Recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY
RESOLUTION 2020-18**

**AMENDMENT TO SECTION 6.70 "CONTRACT MANAGEMENT" OF THE
CHILDREN'S TRUST OF ALACHUA COUNTY'S PROCUREMENT POLICIES**

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

WHEREAS, the CTAC desires to improve upon the policies to ensure accountability while allowing for the efficient and effective administration of the Trust; and

WHEREAS, the CTAC desires to amend the current policies,

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** "6.70 Contract Administration" of the Children's Trust of Alachua County Board Policies is hereby *amended* as follows:

BEFORE AMENDMENT

6.70 Contract Administration

- A. **Generally** The Executive Director or designee shall establish procedures to administer and monitor contracts issued by the Trust.
- B. **Types of Contracts** Any type of Contract which promotes the best interest of the Trust and has been approved for legal sufficiency by the Trust Attorney, may be used. All Trust Contracts shall include provisions necessary to define the responsibilities and rights of the parties to the Contracts.
- C. **Assignment of Contracts** No agreement made pursuant to any Section of this policy shall be assigned or sublet as a whole or in part without the written consent of the Trust.
- D. **Required Contract Clauses for Direct Community Services** All contracts for Direct Community Services shall have the following clauses:
 - 1. Maximum Indebtedness
 - 2. Term of service
 - 3. Contract Type, either fee-for-service, cost reimbursement, or another method approved by the Trust
 - 4. Number of renewal options
 - 5. Scope of work, which may include incorporating by reference the response to the solicitation
 - 6. Deliverables
 - 7. Reporting Schedule
 - 8. Performance measures approved by the Trust

9. Trust's right to withhold or suspend payment, or terminate the contract, if the Provider has not met the performance measures contained in the contract

10. Trust's right to terminate for a lack of appropriations

E. Contract Amendments for Direct Community Services

1. Guidelines

- a. Proposed amendments should not compromise the original intent or intended outcome of the program.
- b. Trust strongly encourages funds to be utilized for Direct Services. Amendments to move funds from Direct Services to indirect expenses will require approval of the Trust.
- c. Trust's approval of amendment requests will take into consideration if there is sufficient time for the funded goods or services to be utilized by the end of the contract term.
- d. Prior approval by the Trust is needed for redirecting funds of any amount within a line item for different expenses than those that were approved by Trust in the original budget submission. A request for approval should be submitted via email to the Trust's assigned contract manager.
- e. Contract Budget amendments and narratives must be submitted to the Trust, showing the line item(s) from which dollars are being moved and the line item to which dollars are being added. These detailed narratives should explain the reason for the request, including what has occurred that was unanticipated at the time that the budget was submitted to the Trust.

2. Approval Thresholds

- a. Contract Budget amendments in-between line items in the amount of 10% of the overall budget or less require TRUST staff approval and must be submitted by the last day of the month to be considered for that month. The Trust's Executive Director or his/her designee(s) will review and decide to approve or deny all budget amendment requests of 10% of the budget or less. No contract amendment will be required for amendments approved that are less than 10% of the overall budget.
- b. Contract Budget amendment requests in-between line items greater than 10% of the overall budget or more for a TRUST-funded program require Trust approval and a contract amendment. Requests that exceed 10% shall be administered in the following manner:
 - (1) The contractor's Executive Director, or equivalent position, shall submit a letter to the Trust's Executive Director with a detailed description of the proposed budget amendment, along with a revised budget and narrative as described in B (1)(f).
 - (2) Trust's staff will make a recommendation to the Trust. The Trust will consider the request at a publicly-noticed meeting.

AFTER AMENDMENT

6.70 Contract Administration

- A. **Generally** The Executive Director or designee shall establish procedures to administer and monitor contracts issued by the Trust.
- B. **Types of Contracts** Any type of Contract which promotes the best interest of the Trust and has been approved for legal sufficiency by the Trust Attorney, may be used. All Trust Contracts shall include provisions necessary to define the responsibilities and rights of the parties to the Contracts.
- C. **Assignment of Contracts** No agreement made pursuant to any Section of this policy shall be assigned or sublet as a whole or in part without the written consent of the Trust.
- D. **Required Contract Clauses for Direct Community Services** All contracts for Direct Community Services shall have the following clauses:
 - 1. Maximum Indebtedness
 - 2. Term of service
 - 3. Contract Type, either fee-for-service, cost reimbursement, or another method approved by the Trust
 - 4. Number of renewal options
 - 5. Scope of work, which may include incorporating by reference the response to the solicitation
 - 6. Deliverables
 - 7. Reporting Schedule
 - 8. Performance measures approved by the Trust
 - 9. Trust's right to withhold or suspend payment, or terminate the contract, if the Provider has not met the performance measures contained in the contract
 - 10. Trust's right to terminate for a lack of appropriations
- E. **Contract Amendments for Direct Community Services**
 - 1. Guidelines
 - a. Proposed amendments should not compromise the original intent or intended outcome of the program.
 - b. Trust strongly encourages funds to be utilized for Direct Services. Amendments to move funds from Direct Services to indirect expenses will require approval of the Trust.
 - c. Trust's approval of amendment requests will take into consideration if there is sufficient time for the funded goods or services to be utilized by the end of the contract term.
 - d. Prior approval by the Trust is needed for redirecting funds of any amount within a line item for different expenses than those that were approved by Trust in the original budget submission. A request for approval should be submitted via email to the Trust's assigned contract manager.
 - e. Contract Budget amendments and narratives must be submitted to the Trust, showing the line item(s) from which dollars are being moved and the line item to which dollars are being added. These detailed narratives should explain the reason for the request, including what has occurred that was unanticipated at the time that the budget was submitted to the

Trust.

2. Approval Thresholds

- a. Contract Budget amendments in-between line items in the amount of 10% of the overall budget or less require TRUST staff approval and must be submitted by the last day of the month to be considered for that month. The Trust's Executive Director or his/her designee(s) will review and decide to approve or deny all budget amendment requests of 10% of the budget or less. No contract amendment will be required for amendments approved that are less than 10% of the overall budget.
- b. Contract Budget amendment requests in-between line items greater than 10% of the overall budget or more for a TRUST-funded program require Trust approval. No contract amendment will be required so long as the original intent and intended outcomes of the contract are maintained. ~~and a contract amendment.~~ Requests that exceed 10% shall be administered in the following manner:
 - (1) The contractor's Executive Director, or equivalent position, shall submit a letter to the Trust's Executive Director with a detailed description of the proposed budget amendment, along with a revised budget and narrative as described in B ~~(2)(a).~~ ~~(+)~~.
 - (2) Trust's staff will make a recommendation to the Trust. The Trust will consider the request at a publicly-noticed meeting.

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

	AYE	NAY	ABSENT	ABSTAIN
Lee Pinkoson	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Karen Clarke	_____	_____	_____	_____
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:

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

Resolution 2020-18, which amends 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 # 11575 – Shands Teaching Hospital and Clinics, Inc.
Request for contract # 11574 – Vineyard Christian Fellowship of Gainesville
Request for contract # 11577 – FL Institute for Workforce Innovation, Inc. (dba Project Youthbuild)

Programmatic Impact:

N/A

Fiscal Impact:

N/A

Recommendation:

Staff recommends approval



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: Shands Teaching Hospital and Clinics, Inc marrel@shands.ufl.edu
 Project Title: Partners In Adolescent Lifestyle Support (PALS)
 Request for Award ID: RFA-937 11575 352-219-0988
 Agreement Number:
 Budget Contact Name & Phone: Dr. Lucy Marrero, 352-219-0988 Revision # (1, 2, 3) 1
 Request Date: August 17, 2020 Amendment # (1, 2, 3)

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	INCREASE/ (DECREASE) AMOUNT	NEW LINE AMOUNT
Personnel Expenses				
Salaries & Wages				
(List position and indicate FT or PT)				
Licensed Clinical Supervisor	20,000.00	9,711.14	6,000.00	26,000.00
Mental Health Counselor-Bercela Banda, LSC	15,000.00		7,485.00	22,485.00
Programmatic Administrator-Dr Lucy Marrero	500.00			500.00
Fringe Benefits (see Attached for breakdown)	7,000.00	-	-	7,000.00
Jessica Turner 10hrs	20,000.00	8,640.00	(11,360.00)	8,640.00
	-	-	-	-
Total Salaries & Wages	\$ 62,500.00	\$ 18,351.14	\$ 2,125.00	\$ 64,625.00

Total Personnel Expenses (Amendment)	\$ 62,500.00	\$ 18,351.14	\$ 2,125.00	\$ 64,625.00
---	---------------------	---------------------	--------------------	---------------------

Operating Expenses (Non-Personnel)	Approved Budget	Expensed YTD	Decrease Amount	New Line Amount
Supplies	-	-	-	-
Travel	525.00	-	(525.00)	-
Equipment	3,000.00		-	3,000.00
Training	-	-	-	-
Insurance	600.00	-	(600.00)	-
Professional Services	7,250.00	-	-	7,250.00
Contractual Services	-	-	-	-
Printing & Copying	1,000.00	-	(1,000.00)	-
Postage & Delivery	-	-	-	-
Communications (Telephone / Fax / Internet)	-	-	-	-
Other Operating Expenses (List Below):				
basic needs allocation	4,000.00	-	-	4,000.00
group snacks	1,400.00	-	-	1,400.00
Capital				
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total Operating Expenses	\$ 17,775.00	\$ -	\$ (2,125.00)	\$ 15,650.00

TOTAL EXPENSES				
(Personnel + Operating)	\$ 80,275.00	\$ 18,351.14	\$ -	\$ 80,275.00

TOTAL ORIGINAL BUDGET \$ 80,275.00
 INCREASE AMOUNT
 DECREASE AMOUNT
 INCREASE/DECREASE TOTAL \$ 13,485.00
 PERCENTAGE OF ORIGINAL BUDGET 17%

For Office Use Only Yes/No (Dropdown Box)

Request Approved: Yes

Request Denied:

Authorized Approver:

Colin Murphy, Executive Director

Submit Amendment Request To:

invoice@childrenstrustofalachuacounty.us
 Children's Trust of Alachua County
 Attn: Finance & Administration Manager
 PO Box 5669
 Gainesville, FL 32627

(Email Preferred Method)
 Or Mail to PO Box

Vendor #



BUDGET REVISION & 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:	Vineyard Christian Fellowship of Gainesville	Preparer's Email:	leah@gainesvillevineyard.org
Project Title:	The Bridge Literacy Program	Preparer's Phone:	352-359-1270
Request for Award ID:	RFA-937		
Agreement Number:	11574	Amendment # (1, 2, 3)	2
Budget Contact Name & Phone:	Leah Galione, 352-359-1270		
Request Date:			

Please answer the following qualifying questions

- 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.



Attachment #	PROJECT BUDGET	Approved Budget	Expensed Y-T-D	DECREASE AMOUNT	INCREASE AMOUNT
	Personnel Expenses				
	Salaries & Wages				
	(List position and indicate FT or PT)				
	Administrative Staff	31,398.00	29,625.58		
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
	Total Salaries & Wages	\$ 31,398.00	\$ 29,685.58		\$ 14,937.03
	Total Personnel Expenses (Amendment)	\$ 31,398.00	\$ 29,685.58		\$ 14,937.03
	Operating Expenses (Non-Personnel)	Approved Budget	Expensed YTD	Decrease Amount	Increase Amount
	Supplies	5,739.00	4,009.95	1,709.05	
	Travel		-	-	-
	Equipment	35,289.00	24,931.00	10,357.98	
	Training	90.00	90.00		
	Insurance	1,400.00	974.00	426.00	-
	Professional Services			-	-
	Contractual Services	1,250.00	1,250.00	-	-
	Printing & Copying	500.00	-	500.00	
	Postage & Delivery	-	-	-	-
	Communications (Internet-for students)	1,200.00		1,200.00	
	Other Operating Expenses (List Below):				
	Volunteer Appreciation	144.00	-	144.00	-
	CDL License for two drivers	600.00	-	600.00	
	Fingerprinting for staff	80.00	80.00	-	-
		-	-	-	-
	Total Operating Expenses	\$ 46,292.00	\$ 31,334.95	\$ 14,937.03	\$ -
	TOTAL EXPENSES				
	(Personnel + Operating)	\$ 77,690.00	\$ 61,020.53	\$ 14,937.03	\$ 14,937.03
	TOTAL ORIGINAL BUDGET	\$ 77,690.00			
	INCREASE AMOUNT	\$ 14,937.03			
	DECREASE AMOUNT	\$ 14,937.03			
	PERCENTAGE OF ORIGINAL BUDGET	19.23%			

For Office Use Only

Yes/No (Dropdown Box)

Request Approved:

Request Denied:

Authorized Approver:

Submit Amendment Request To:

invoice@childrenstrustofalachuacounty.us
 Children's Trust of Alachua County
 Attn: Finance & Administration Manager
 PO Box 5669
 Gainesville, FL 32627

(Email Preferred Method)
 Or Mail to PO Box

Vendor #

1037



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:	Project YouthBuild	Preparer's Email:	ctam@iwionline.org
Project Title:	Project YouthBuild Parenting Program	Preparer's Phone:	(32) 222-9022
Request for Award ID:	RFA-937	Revision # (1, 2, 3)	1
Agreement Number:		Amendment # (1, 2, 3)	
Budget Contact Name & Phone:	Jonathan Leslie (352)215-8157		
Request Date:	09/11/20		

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
Yes
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	INCREASE/DECREASE AMOUNT	NEW LINE AMOUNT
Personnel Expenses				
Salaries & Wages				
(List position and indicate FT or PT)				
Program Coordinator (FT)	17,500.00	3,589.00	-	17,500.00
Academic Instructor (PT)	6,845.00	-	(5,000.00)	1,845.00
Director of Youth Services (PT)	6,181.00	-	(6,181.00)	-
Construction Instructor (PT)	3,181.00	-	(2,000.00)	1,181.00
Financial Specialist (PT)	1,296.00	-	-	1,296.00
Executive Director (PT)	-	-	13,181.00	13,181.00
Fringe	8,002.39	-	-	8,002.39
Total Salaries & Wages	\$ 43,005.39	\$ 3,589.00	\$ -	\$ 43,005.39
\$ 96,874.00 \$ 43,005.39 \$ 3,589.00 \$ - \$ 43,005.39				

Operating Expenses (Non-Personnel)	Approved Budget	Expensed YTD	Decrease Amount	New Line Amount
Supplies			-	-
Travel	3,100.00	-	(2,000.00)	1,100.00
Equipment/Computer	1,725.00	-	(640.00)	1,085.00
Training/GKI & Photo-Graphics	5,604.00	-	-	5,604.00
Insurance	1,400.12	-	-	1,400.12
Professional Services/LMH Counselor	2,880.00	-	(1,500.00)	1,380.00
Contractual Services/RPCP	3,600.00	-	-	3,600.00
Printing & Copying	400.00	-	-	400.00
Postage & Payroll Processing	-	-	200.00	200.00
Communications (Telephone / Fax / Internet)	-	-	600.00	600.00
Overhead	-	-	3,580.00	3,580.00
Other Operating Expenses (List Below):	-	-	-	-
Back Ground Screening	480.00	-	(240.00)	240.00
Support Services/Nutrition & Incentives	8,857.00	-	-	8,857.00
Curriculum	1,322.49	-	-	1,322.49
Capital	24,500.00	-	-	24,500.00
Total Operating Expenses	\$ 53,868.61	\$ -	\$ -	\$ 53,868.61

TOTAL EXPENSES				
(Personnel + Operating)	\$ 96,874.00	\$ 3,589.00	\$ -	\$ 96,874.00

TOTAL ORIGINAL BUDGET	\$ 96,874.00
INCREASE AMOUNT	
DECREASE AMOUNT	
INCREASE/DECREASE TOTAL	\$ 17,561.00
PERCENTAGE OF ORIGINAL BUDGET	18%

For Office Use Only	Yes/No (Dropdown Box)
Request Approved:	Yes
Request Denied:	
Authorized Approver:	Colin Murphy, Executive Director

Submit Amendment Request To: invoice@childrenstrustofalachuacounty.us (Email Preferred Method)
 Children's Trust of Alachua County
 Attn: Finance & Administration Manager
 PO Box 5669
 Gainesville, FL 32627
 Or Mail to PO Box

Vendor #

File Attachments for Item:

5. September 2020 Checks and Expenditures Report

**Item:**

September 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

September 2020 Bank Activity Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

Children's Trust of Ala Cty LIVE

Monthly Bank Account Activity Report September 2020

Item 5.

Reconciled & Un-Reconciled
From Date: 09/01/2020 - To Date: 09/30/2020

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	10092	09/04/2020		Accounts Payable	Allegra Gainesville	1,375.83
	Open	10093	09/04/2020		Accounts Payable	CDW GOVERNMENT	1,950.37
	Open	10094	09/04/2020		Accounts Payable	First Florida Insurance Brokers LLC	2,184.75
	Open	10095	09/04/2020		Accounts Payable	GAINESVILLE REGIONAL UTILITIES	246.68
	Open	10096	09/04/2020		Accounts Payable	NEW TECHNOLOGY MADE SIMPLE NOW, INC.	8,075.99
	Open	10097	09/04/2020		Accounts Payable	OFFICE DEPOT	845.39
	Open	10098	09/04/2020		Accounts Payable	PLANNED PARENTHOOD of S.FL & TREASURE COAST, INC.	2,005.30
	Open	10099	09/04/2020		Accounts Payable	UNITED CHURCH OF GAINESVILLE	3,153.45
	Open	10100	09/18/2020		Accounts Payable	ALACHUA COUNTY SHERIFF'S OFFICE	281.95
	Open	10101	09/18/2020		Accounts Payable	CHILDREN BEYOND OUR BORDERS, INC.	2,296.97
	Open	10102	09/18/2020		Accounts Payable	City of Gainesville - PRCA	9,396.28
	Open	10103	09/18/2020		Accounts Payable	FLORIDA INSTITUTE FOR WORKFORCE INNOVATION, INC.	6,905.66
	Open	10104	09/18/2020		Accounts Payable	GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION	6,242.40
	Open	10105	09/18/2020		Accounts Payable	Junior Achievement of Tampa Bay, Inc.	1,164.93
	Open	10106	09/18/2020		Accounts Payable	MERIDIAN BEHAVIORAL HEALTHCARE INC	43,024.86
	Open	10107	09/18/2020		Accounts Payable	Morgan-Daniels, Ashley	8.50
	Open	10108	09/18/2020		Accounts Payable	NEW TECHNOLOGY MADE SIMPLE NOW, INC.	25,510.61
	Open	10109	09/18/2020		Accounts Payable	OFFICE DEPOT	24.99
	Open	10110	09/18/2020		Accounts Payable	Peaceful Paths Inc.	3,412.09
	Open	10111	09/18/2020		Accounts Payable	PLANNED PARENTHOOD of S.FL & TREASURE COAST, INC.	2,323.90
	Open	10112	09/18/2020		Accounts Payable	REAL ESTATE ACQUISITION FOR CHILDREN, LLC	65.00

User: Jennifer Rivers

Pages: 1 of 2

10/1/2020 3:57:43 AM

Children's Trust of Ala Cty LIVE

Monthly Bank Account Activity Report September 2020

Item 5.

Reconciled & Un-Reconciled
From Date: 09/01/2020 - To Date: 09/30/2020

Bank	Bank Account					
.						
	Open	10113	09/18/2020	Accounts Payable	RENAISSANCE JAX INC	3,028.00
	Open	10114	09/18/2020	Accounts Payable	UNITED CHURCH OF GAINESVILLE	1,700.00
	Open	10115	09/18/2020	Accounts Payable	University of Florida Board of Trustees	10,031.00
	Open	10116	09/18/2020	Accounts Payable	VINEYARD CHRISTIAN FELLOWSHIP OF GAINESVILLE, INC	13,060.78
	Open	10117	09/25/2020	Accounts Payable	BANK OF AMERICA	142.76
	Open	10118	09/25/2020	Accounts Payable	BIG BROTHERS BIG SISTERS OF TAMPA BAY, INC.	4,552.32
	Open	10119	09/25/2020	Accounts Payable	CADE MUSEUM FOUNDATION, INC.	37,475.00
	Open	10120	09/25/2020	Accounts Payable	CDW GOVERNMENT	371.21
	Open	10121	09/25/2020	Accounts Payable	City of Alachua	9,656.18
	Open	10122	09/25/2020	Accounts Payable	GAINESVILLE REGIONAL UTILITIES	700.00
	Open	10123	09/25/2020	Accounts Payable	OFFICE DEPOT	1,202.70
	Open	10124	09/25/2020	Accounts Payable	THE CHILDREN'S HEALTH IMAGINATION LEARNING & DEV	73,117.99
	Open	10125	09/25/2020	Accounts Payable	University of Florida Board of Trustees	26,256.55
						<hr/> \$301,790.39

EFTs:	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			

File Attachments for Item:

6. 4th Quarter Report to the Alachua County Board of County Commissioners

**Item:**

4th Quarter Report to the Alachua County Board of County Commissioners

Requested Action:

The Trust is asked to 1) approve the report, and 2) authorize the Chair to transmit the report to the Alachua County Board of County Commissioners.

Background

Pursuant to Florida Statutes, Section 125.901(3)(f) and Alachua County Board of County Commissioners Ordinance 26.04 (5)(f), the Children's Trust of Alachua County is required to present to the Alachua County Board of County Commissioners a report that lists the expenditures, receipts, statement of funds on hand invested or deposited within a qualified public depository, and total administrative costs for the quarter annual period.

A summary Year-to-Date for the 4th Quarter is as follows:

1) Expenditures:	\$ 1,566,960
2) Receipts:	\$ 7,358,412
3) Statement of Funds on Hand:	\$ 5,791,452
4) Total Administrative Costs:	\$ 347,233

Attachments

Transmittal memo

Programmatic Impact:

N/A

Fiscal Impact:

N/A

Recommendation:

Staff recommends approval



CHILDREN'S TRUST
OF ALACHUA COUNTY

MEMORANDUM

TO: ROBERT HUTCHISON, CHAIR ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

FROM: LEE PINKOSON, CHAIR CHILDREN'S TRUST OF ALACHUA COUNTY

SUBJECT: FY20 YTD QUARTERLY FINANCIAL REPORTS FOR PERIOD ENDING SEPTEMBER 30TH

DATE: OCTOBER 5, 2020

Pursuant to Florida Statute 125.901(3)(f) and Alachua County Board of County Commissioners Ordinance 18-08 (5)(f), the Children's Trust of Alachua County presents to the Alachua County Board of County Commissioners its FY 2020 4th Quarter Financial Reports for Period Ending September 30th.

The attached reports include the total expenditures, receipts, statement of funds on hand, invested or deposited with a qualified public depository and total administrative costs for the quarter annual period.

A summary Year-to-Date for the 4th Quarter is as follows:

1) Expenditures:	\$ 1,566,960
2) Receipts:	\$ 7,358,412
3) Statement of Funds on Hand:	\$ 5,791,452
4) Total Administrative Costs:	\$ 347,233

CC: Michele Lieberman, County Manager Alachua County Board of County Commissioners
J.K. "Jess" Irby, Esq. Clerk of the Court & Comptroller
Children's Trust of Alachua County Board Colin Murphy, Executive Director, Children's Trust of Alachua County

File Attachments for Item:

7. Executive Director's Report

**Item:**

Executive Director's Report

Requested Action:

The Board is asked to 1) receive an update on Funding Priorities for 2020-21, and 2) have a discussion on next steps in developing the funding plan.

Background

On 8.17.2020 the Board heard a presentation on Results and Indicators to consider in order to develop funding priorities going forward. The Executive Director has developed a draft framework to help the board determine how best to address "moving the needle" on the community-level indicators selected.

The Executive Director suggests that the discussion today focus on addressing three questions:

- 1) Review the draft plan and discuss, "What is the best way to operationalize a process for the Board to give input in a manner that takes advantage of the expertise of each Board member concerning the funding plan?"
- 2) Concerning the current programs, "Should we consider a process to provide additional support to programs currently being funded by the Trust this fiscal year?"
- 3) Are there some new initiatives we can start working on now?

Attachments

Fiscal Year 2020-21 DRAFT funding plan

Programmatic Impact:

TBD

Fiscal Impact:

TBD

Recommendation:

Staff recommends receipt of the DRAFT plan and a discussion of the "Next Steps"

FY 2020-21 FUNDING PLAN



CHILDREN'S TRUST
OF ALACHUA COUNTY

Result	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	4. All children live in a safe community
Indicators	<ul style="list-style-type: none"> • Low birth weights • Hospitalizations for self-inflicted injuries ages 12-18 • Bacterial STDs 14-19 • Child food insecurity rate 	<ul style="list-style-type: none"> • Children ready for kindergarten • 3rd grade reading levels • 8th grade reading levels • High school graduation rates 	<ul style="list-style-type: none"> • Children subject to maltreatment • Youth arrests • Children ages 0-17 in out-of-home care 	<ul style="list-style-type: none"> • Social vulnerability index • Households with severe housing problems • Violent crime rate • Children ages 5-11 injured or killed in motor vehicle accidents
Funding Objective	1.1 Ensure that children are born healthy and thrive during in the 0-3 years (PRITZKER)	2.1 Ensure that all families have access to affordable, high quality and developmentally appropriate early learning and care.	3.1 Ensure that children are free from abuse and neglect	4.1 Ensure that children have social and emotional support and can practice self-regulation

FY 2020-21 FUNDING PLAN

Funding Strategies	1.1.1 Support programs that ensure access to infant care and support	2.1.1 Support Efforts to improve the quality of Early Learning Experiences	3.1.1 Support efforts to connect families with resources and supports	TBD
Programs/Tactics	A) NewborRN Home visiting program	A) Practice-Based Coaching Program (TPD) B) SED Program C) Technical and Financial Assistance for Accreditation (Pritzker)	A) Family Strengthening Workers (SED Program) B) Street outreach to vulnerable pregnant women (Pritzker) C) Peer Support Program to reduce the stigma of participating in programs (Pritzker) D) Develop an APP to connect parents to resources and programs (Pritzker)	TBD
Funding Objectives	TBD	2.2 Ensure that children have opportunities to develop social and academic skills during out of school time	TBD	TBD
Strategies		2.2.1 Support high quality, academic and enrichment		

FY 2020-21 FUNDING PLAN

		out-of-school time experiences		
Programs/Tactics		A) Rising K – 8 summer programming focused on reducing the “summer slide”		
Funding Objectives	TBD	TBD	TBD	TBD
Strategie				
Programs/Tactics				

FY 2020-21 FUNDING PLAN

October	November	December	January	February	March	April	May	June	July	August	September
	ITN 20-01 (FOR CURRENT 20-937 PROVIDERS)	REVIEW/AWARD/ CONTRACT	ITN 20-01 CONTRACT PERFORMANCE YR 1 (1/1/2021 - 9/30/2021) (\$1,000,000)								
					EARLY / ON THE WAY PROGRAMMING	REVIEWE D	AWARDE D	CONTRACTING (500,000)			
		SUMMER RFP	REVIEW AND AWARD		SUMMER CONTRACTS YEAR 2 (3/1/2021 - 8/31/2021) (\$500,000)						
					OTHER						

File Attachments for Item:

8. 4th Quarter Budget Review

**Item:**

4th Quarter Budget Review

Requested Action:

The Trust is asked to receive the 4th Quarter Budget Review

Background

Board Policy 3.50 requires that “the CTAC will perform quarterly reviews to determine if the budgetary plan is being followed and if budgetary expectations are being achieved. Any problems discovered in this process will be corrected at the appropriate level of budgetary control.”

Attachments

Income Statement
Grants and Aid – 4th Quarter Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report



CHILDREN'S TRUST OF ALACHUA COUNTY

Finance & Administrative Report – October 5, 2020

Presented by Jennifer Rivers, Finance & Administration Manager

Item 8.

1. Statutory Financial Reports

In accordance with Florida Statutes, Section 125.901, which requires an independent special district to prepare and file with the governing body of the County a quarterly financial report within 10 days after expiration of each quarter. The information depicted below is included in the Third Quarter Financial Reports presented on the Consent Agenda.

The total expenditures for the quarter (Income Statement)

- MTD Expenses \$ 309,219
- YTD Expenses \$1,566,960

Total Revenue during the quarter (Income Statement)

- MTD Revenues \$ 3,325
- YTD Revenues \$7,358,412

Statement of funds on hand invested or deposited at the end of the quarter/Statement of Cash Position for the quarter

- Unexpended Balance \$5,791,452
- Outstanding Encumbrances \$1,966,015
- Ending Balance \$3,343,844

Total Administrative costs for the quarter

- Professional Services \$135,928
- Property Appraiser/Tax Collector \$175,183
- Other Contractual Services \$ 35,250
- Other current Charges & Obligations \$ 871
- Total \$347,233

2. Aid to Private Organizations

- Budget Amount \$5,258,025
- Current Month Transactions \$ 261,284
- YTD Encumbrances \$1,885,976
- YTD Transactions \$1,109,486

3. September Monthly Transaction Report

- Monthly Bank Activity Total \$ 301,790

4. Fiscal Year-end Invoice Deadline

- Reminder to contracted agencies, September monthly invoice, due to CTAC no later than October 15th. For questions and information, contact Nicole Odom or Jennifer Rivers.



Income Statement

FY20 YTD 4th Quarter Ending September 30, 2020

Item 8.

	FY2020 Annual Budget	MTD Actual	FY 2020 YTD Actual	FY 2020 Encumbrances	Budget to Actual YTD Actual	% of Budget
Government Funds						
REVENUE						
Ad Valorem Taxes Current Real & Personal Property	7,238,758.00	1,387.84	7,341,127.66	.00	(102,369.66)	101
Ad Valorem Taxes Delinquent Taxes	.00	(27.75)	(7,289.99)	.00	7,289.99	+++
Interest And Other Earnings Int Earn - Tax Collector	.00	.00	1,235.07	.00	(1,235.07)	+++
Interest And Other Earnings General Government Interest	.00	1,965.09	23,339.29	.00	(23,339.29)	+++
Non-Operating Sources Ending Fund Balance	(361,938.00)	.00	.00	.00	(361,938.00)	0
REVENUE TOTALS	\$6,876,820.00	\$3,325.18	\$7,358,412.03	\$0.00	(\$481,592.03)	107%
Executive						
Other Services Other Contractual Services	.00	65.00	65.00	195.00	(260.00)	+++
EXECUTIVE TOTALS	\$0.00	\$65.00	\$65.00	\$195.00	(\$260.00)	+++
Financial and Administrative						
Professional Services Professional Services	500,000.00	.00	135,927.97	150.00	363,922.03	27
Professional Services Property Appr / Tax Collector	144,775.00	.00	175,183.08	.00	(30,408.08)	121
Other Services Other Contractual Services	163,250.00	.00	35,250.00	.00	128,000.00	22
Other Current Charges and Obligations Other Current Chgs & Obligations	.00	142.76	871.45	.00	(871.45)	+++
FINANCIAL AND ADMINISTRATIVE TOTALS	\$808,025.00	\$142.76	\$347,232.50	\$150.00	\$460,642.50	43%
Other Human Services						
Professional Services Professional Services	277,784.00	.00	25,668.27	2,575.00	249,540.73	10
Travel and Per Diem Travel & Per Diem	5,000.00	.00	500.79	.00	4,499.21	10
Communications Services Communication Services	1,848.00	.00	1,344.38	.00	503.62	73
Communications Services Postage	.00	8.50	8.50	.00	(8.50)	+++
Utility Services Utility Services	.00	700.00	946.68	.00	(946.68)	+++
Rental and Leases Rental and Leases	22,360.00	.00	11,875.00	28,500.00	(18,015.00)	181
Insurance Insurance	1,000.00	.00	.00	.00	1,000.00	0
Insurance Ins/Property	.00	2,184.75	2,184.75	.00	(2,184.75)	+++
Repairs and Maintenance Services Repairs and Maintenance	1,000.00	.00	.00	.00	1,000.00	0
Printing and Binding Printing and Binding	.00	1,375.83	1,375.83	.00	(1,375.83)	+++
Promotional Activities Promotional Activities	10,000.00	.00	402.81	.00	9,597.19	4
Other Current Charges and Obligations Other Current Chgs & Obligations	15,309.00	.00	.00	.00	15,309.00	0
Office Supplies Office Supplies	19,595.00	1,351.44	2,673.33	2,331.38	14,590.29	26
Operating Supplies Operating Supplies	64,936.00	42,106.47	53,887.21	46,288.42	(35,239.63)	154
Books Publications Subscriptions and Memberships Memberships	.00	.00	9,309.00	.00	(9,309.00)	+++
Capital Outlay Capital Equipment	30,000.00	.00	.00	.00	30,000.00	0
Aid to Private Organizations Aid to Private Organizations	2,224,908.00	.00	.00	.00	2,224,908.00	0



Income Statement

FY20 YTD 4th Quarter Ending September 30, 2020

Item 8.

	FY2020	MTD	FY 2020	FY 2020	Budget to Actual	% of
	Annual Budget	Actual	YTD Actual	Encumbrances	YTD Actual	Budget
Aid to Private Organizations Healthy Start of North Centrl FL	400,000.00	.00	195,383.10	204,616.90	.00	100
Aid to Private Organizations The Child Center	439,228.00	73,117.99	255,455.26	183,772.74	.00	100
Aid to Private Organizations Meridian Behavioral Healthcare	354,636.00	43,024.86	241,969.29	112,666.71	.00	100
Aid to Private Organizations Alachua County Sheriff's Office	113,995.00	281.95	48,305.28	65,689.72	.00	100
Aid to Private Organizations BOOST Project Alliance	36,060.00	.00	.00	36,060.00	.00	100
Aid to Private Organizations Cade Museum Foundation	104,960.00	37,475.00	74,950.00	30,010.00	.00	100
Aid to Private Organizations CDS Family-Behavioral Health Svc	65,325.00	.00	.00	65,325.00	.00	100
Aid to Private Organizations Children Beyond our Borders	14,909.00	2,296.97	3,049.73	11,859.27	.00	100
Aid to Private Organizations City of Alachua	135,002.00	9,656.18	14,522.37	120,479.63	.00	100
Aid to Private Organizations City of Gainesville - GPD	49,453.00	.00	.00	57,903.00	(8,450.00)	117
Aid to Private Organizations Cultural Arts Coalition	22,044.00	.00	.00	22,044.00	.00	100
Aid to Private Organizations City of Gville - PRCA SkyBridge	14,802.00	9,396.28	14,425.28	376.72	.00	100
Aid to Private Organizations Girls Place, Inc - ACHIEVE	22,403.00	.00	.00	41,995.00	(19,592.00)	187
Aid to Private Organizations FL Institute for Workforce Innov	96,874.00	6,905.66	6,905.66	89,968.34	.00	100
Aid to Private Organizations Gainesville Police Department	8,450.00	.00	.00	.00	8,450.00	0
Aid to Private Organizations Peacefull Paths, Inc	27,500.00	3,412.09	8,832.27	18,667.73	.00	100
Aid to Private Organizations Girls on the Run-Alachua County	7,007.00	.00	5,851.14	1,155.86	.00	100
Aid to Private Organizations Manhood Youth Development	22,500.00	.00	.00	.00	22,500.00	0
Aid to Private Organizations Mt. Carmel Baptist Church	14,655.00	.00	.00	.00	14,655.00	0
Aid to Private Organizations National Alliance Mental Illness	38,577.00	.00	9,617.25	28,959.75	.00	100
Aid to Private Organizations Junior Achievement	10,000.00	1,164.93	1,837.40	8,162.60	.00	100
Aid to Private Organizations New Technology Made Simple Now	91,173.00	4,203.96	33,586.60	57,586.40	.00	100
Aid to Private Organizations PALS THRIVE (UF Health Program)	80,275.00	.00	.00	80,275.00	.00	100
Aid to Private Organizations Renaissance JAX (Swampbots FTC)	31,380.00	3,028.00	3,028.00	28,352.00	.00	100
Aid to Private Organizations River Phoenix Peacebuilding Ctr	19,500.00	.00	.00	19,500.00	.00	100
Aid to Private Organizations Star Center Childrens Theatre	60,284.00	.00	4,870.25	55,413.75	.00	100
Aid to Private Organizations Together Gainesville	25,500.00	.00	.00	25,000.00	500.00	98
Aid to Private Organizations United Church-Rawlings Food4Kids	8,900.00	3,153.45	3,153.45	5,746.55	.00	100
Aid to Private Organizations Boys & Girls Club Alachua County	36,000.00	.00	.00	36,000.00	.00	100
Aid to Private Organizations Early Learning Coalition	47,400.00	.00	.00	47,400.00	.00	100
Aid to Private Organizations United Way of Central Florida	5,812.00	.00	.00	5,812.00	.00	100
Aid to Private Organizations University of Florida	20,824.00	.00	.00	20,824.00	.00	100
Aid to Private Organizations UF Board/Trustees-FL Mus Nat His	40,163.00	26,256.55	26,256.55	13,906.45	.00	100
Aid to Private Organizations UF College of Dentistry	73,437.00	10,031.00	10,031.00	63,406.00	.00	100
Aid to Private Organizations UF College of Nursing FPA	15,569.00	.00	.00	15,569.00	.00	100



Income Statement

FY20 YTD 4th Quarter Ending September 30, 2020

Item 8.

	FY2020 Annual Budget	MTD Actual	FY 2020 YTD Actual	FY 2020 Encumbrances	Budget to Actual YTD Actual	% of Budget
Aid to Private Organizations Vineyard Christian Fellowship	77,690.00	13,060.78	58,267.42	19,422.58	.00	100
Aid to Private Organizations City of Gville - PRCA SummerCamp	19,302.00	.00	.00	19,302.00	.00	100
Aid to Private Organizations Girls Place Inc - Transportation	19,592.00	.00	.00	.00	19,592.00	0
Aid to Private Organizations Florida Organic Growers	11,704.00	.00	.00	11,704.00	.00	100
Aid to Private Organizations United Church Gville-Read to Win	43,823.00	1,700.00	1,700.00	42,123.00	.00	100
Aid to Private Organizations Gville Tennis Assoc-FitLite Proj	28,266.00	.00	.00	28,266.00	.00	100
Aid to Private Organizations Gville Tennis Assoc-After School	24,250.00	6,242.40	16,733.77	7,516.23	.00	100
Aid to Private Organizations Equal Access Clinic Network	7,475.00	.00	.00	7,475.00	.00	100
Aid to Private Organizations Planned Parenthood SENFL	25,000.00	2,323.90	5,946.66	19,053.34	.00	100
Aid to Private Organizations PACE Center for Girls, Inc	111,832.00	.00	.00	111,832.00	.00	100
Aid to Private Organizations Kids Count in Alachua County Inc	66,032.00	.00	41,789.91	24,242.09	.00	100
Aid to Private Organizations Black on Black Crime Task Force	14,000.00	.00	.00	14,000.00	.00	100
Aid to Private Organizations Big Brothers Big Sisters	29,554.00	4,552.32	23,018.20	6,535.80	.00	100
OTHER HUMAN SERVICES TOTALS	\$5,706,857.00	\$309,011.26	\$1,219,662.39	\$1,965,670.96	\$2,521,523.65	56%
Other Non Operating Other Uses Appropriated Reserves	361,938.00	.00	.00	.00	361,938.00	0
REVENUE TOTALS	6,876,820.00	3,325.18	7,358,412.03	.00	(481,592.03)	107%
EXPENSE TOTALS	6,876,820.00	309,219.02	1,566,959.89	1,966,015.96	3,343,844.15	51%
GRAND TOTAL NET GAIN (LOSS)	\$0.00	(\$305,893.84)	\$5,791,452.14	(\$1,966,015.96)	\$3,825,436.18	+++



Aid to Private Organizations

FY20 YTD Activity through 4th Quarter Ending, September 30th
As of September 30, 2020

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions
Fund 001 - General Fund								
EXPENSE								
82	Aid to Private Organizations							
82.00	Aid to Private Organizations Aid to Private Organizations	4,064,161.00	(1,839,253.00)	2,224,908.00	.00	.00	.00	2,224,908.00
82.01	Aid to Private Organizations Healthy Start of North Centrl FL	400,000.00	.00	400,000.00	.00	204,616.90	195,383.10	.00
82.02	Aid to Private Organizations The Child Center	439,228.00	.00	439,228.00	73,117.99	183,772.74	255,455.26	.00
82.03	Aid to Private Organizations Meridian Behavioral Healthcare	354,636.00	.00	354,636.00	43,024.86	112,666.71	241,969.29	.00
82.04	Aid to Private Organizations Alachua County Sheriff's Office	.00	113,995.00	113,995.00	281.95	65,689.72	48,305.28	.00
82.05	Aid to Private Organizations BOOST Project Alliance	.00	36,060.00	36,060.00	.00	36,060.00	.00	.00
82.06	Aid to Private Organizations Cade Museum Foundation	.00	104,960.00	104,960.00	37,475.00	30,010.00	74,950.00	.00
82.07	Aid to Private Organizations CDS Family-Behavioral Health Svc	.00	65,325.00	65,325.00	.00	65,325.00	.00	.00
82.08	Aid to Private Organizations Children Beyond our Borders	.00	14,909.00	14,909.00	2,296.97	11,859.27	3,049.73	.00
82.09	Aid to Private Organizations City of Alachua	.00	135,002.00	135,002.00	9,656.18	120,479.63	14,522.37	.00
82.10	Aid to Private Organizations City of Gainesville - GPD	.00	49,453.00	49,453.00	.00	57,903.00	.00	(8,450.00)
82.11	Aid to Private Organizations Cultural Arts Coalition	.00	22,044.00	22,044.00	.00	22,044.00	.00	.00
82.12	Aid to Private Organizations City of Gville - PRCA SkyBridge	.00	14,802.00	14,802.00	9,396.28	376.72	14,425.28	.00
82.13	Aid to Private Organizations Girls Place, Inc - ACHIEVE	.00	22,403.00	22,403.00	.00	41,995.00	.00	(19,592.00)
82.14	Aid to Private Organizations FL Institute for Workforce Innov	.00	96,874.00	96,874.00	6,905.66	89,968.34	6,905.66	.00
82.15	Aid to Private Organizations Gainesville Police Department	.00	8,450.00	8,450.00	.00	.00	.00	8,450.00
82.16	Aid to Private Organizations Peacefull Paths, Inc	.00	27,500.00	27,500.00	3,412.09	18,667.73	8,832.27	.00
82.17	Aid to Private Organizations Girls on the Run-Alachua County	.00	7,007.00	7,007.00	.00	1,155.86	5,851.14	.00
82.18	Aid to Private Organizations Manhood Youth Development	.00	22,500.00	22,500.00	.00	.00	.00	22,500.00



Aid to Private Organizations

FY20 YTD Activity through 4th Quarter Ending, September 30th
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82.19	Aid to Private Organizations Mt. Carmel Baptist Church	.00	14,655.00	14,655.00	.00	.00	.00	14,655.00
82.20	Aid to Private Organizations National Alliance Mental Illness	.00	38,577.00	38,577.00	.00	28,959.75	9,617.25	.00
82.21	Aid to Private Organizations Junior Achievement	.00	10,000.00	10,000.00	1,164.93	8,162.60	1,837.40	.00
82.22	Aid to Private Organizations New Technology Made Simple Now	.00	91,173.00	91,173.00	4,203.96	57,586.40	33,586.60	.00
82.23	Aid to Private Organizations PALS THRIVE (UF Health Program)	.00	80,275.00	80,275.00	.00	80,275.00	.00	.00
82.24	Aid to Private Organizations Renaissance JAX (Swampbots FTC)	.00	31,380.00	31,380.00	3,028.00	28,352.00	3,028.00	.00
82.25	Aid to Private Organizations River Phoenix Peacebuilding Ctr	.00	19,500.00	19,500.00	.00	19,500.00	.00	.00
82.26	Aid to Private Organizations Star Center Childrens Theatre	.00	60,284.00	60,284.00	.00	55,413.75	4,870.25	.00
82.27	Aid to Private Organizations Together Gainesville	.00	25,500.00	25,500.00	.00	25,000.00	.00	500.00
82.28	Aid to Private Organizations United Church-Rawlings Food4Kids	.00	8,900.00	8,900.00	3,153.45	5,746.55	3,153.45	.00
82.29	Aid to Private Organizations Boys & Girls Club Alachua County	.00	36,000.00	36,000.00	.00	36,000.00	.00	.00
82.30	Aid to Private Organizations Early Learning Coalition	.00	47,400.00	47,400.00	.00	47,400.00	.00	.00
82.31	Aid to Private Organizations United Way of Central Florida	.00	5,812.00	5,812.00	.00	5,812.00	.00	.00
82.32	Aid to Private Organizations University of Florida	.00	20,824.00	20,824.00	.00	20,824.00	.00	.00
82.33	Aid to Private Organizations UF Board/Trustees-FL Mus Nat His	.00	40,163.00	40,163.00	26,256.55	13,906.45	26,256.55	.00
82.34	Aid to Private Organizations UF College of Dentistry	.00	73,437.00	73,437.00	10,031.00	63,406.00	10,031.00	.00
82.35	Aid to Private Organizations UF College of Nursing FPA	.00	15,569.00	15,569.00	.00	15,569.00	.00	.00
82.36	Aid to Private Organizations Vineyard Christian Fellowship	.00	77,690.00	77,690.00	13,060.78	19,422.58	58,267.42	.00
82.37	Aid to Private Organizations City of Gville - PRCA SummerCamp	.00	19,302.00	19,302.00	.00	19,302.00	.00	.00
82.38	Aid to Private Organizations Girls Place Inc - Transportation	.00	19,592.00	19,592.00	.00	.00	.00	19,592.00
82.39	Aid to Private Organizations Florida Organic Growers	.00	11,704.00	11,704.00	.00	11,704.00	.00	.00
82.40	Aid to Private Organizations United Church Gville-Read to Win	.00	43,823.00	43,823.00	1,700.00	42,123.00	1,700.00	.00
82.41	Aid to Private Organizations Gville Tennis Assoc-FitLite Proj	.00	28,266.00	28,266.00	.00	28,266.00	.00	.00



Aid to Private Organizations

FY20 YTD Activity through 4th Quarter Ending, September 30th
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82.42	Aid to Private Organizations Gville Tennis Assoc-After School	.00	24,250.00	24,250.00	6,242.40	7,516.23	16,733.77	.00
82.56	Aid to Private Organizations Equal Access Clinic Network	.00	7,475.00	7,475.00	.00	7,475.00	.00	.00
82.59	Aid to Private Organizations Planned Parenthood SENFL	.00	25,000.00	25,000.00	2,323.90	19,053.34	5,946.66	.00
82.68	Aid to Private Organizations PACE Center for Girls, Inc	.00	111,832.00	111,832.00	.00	111,832.00	.00	.00
82.69	Aid to Private Organizations Kids Count in Alachua County Inc	.00	66,032.00	66,032.00	.00	24,242.09	41,789.91	.00
82.80	Aid to Private Organizations Black on Black Crime Task Force	.00	14,000.00	14,000.00	.00	14,000.00	.00	.00
82.82	Aid to Private Organizations Big Brothers Big Sisters	.00	29,554.00	29,554.00	4,552.32	6,535.80	23,018.20	.00
82 - Aid to Private Organizations Totals		\$5,258,025.00	\$0.00	\$5,258,025.00	\$261,284.27	\$1,885,976.16	\$1,109,485.84	\$2,262,563.00
EXPENSE TOTALS		\$5,258,025.00	\$0.00	\$5,258,025.00	\$261,284.27	\$1,885,976.16	\$1,109,485.84	\$2,262,563.00

File Attachments for Item:

9. Contract with University of Florida's College of Health and Human Performance for a Summer Needs Assessment



Item:

Contract with University of Florida's College of Health and Human Performance for a Summer Needs Assessment.

Requested Action:

The Trust is asked to authorize the Executive Director to negotiate and execute an agreement with UF's College of Health and Human Performance for an amount not-to-exceed \$52,525 to perform the scope of work specified in Attachment A.

Background

The Board has adopted 4 community-level results for children: 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 and supportive caregivers and relationships, and 4) All children live in a safe community.

There is a large body of evidence, both anecdotally and in the academic literature, that a lack of high-quality summer activities contributes to summer learning loss, academic disparities, and other social, emotional, and physical inequities.

The assessment proposed by the Youth Development Research-Practice Partnership (YDRPP) will provide the Board with valuable insight into the current state of summer programming in Alachua County, input from parents and families, attributes of quality summer programs, and suggestions on how to procure the services of community providers in an equitable and fair manner. The Executive Director will use this information to develop a solicitation for summer programming for Summer 2021.

This item is exempt from competitive procurement under Section 6.60 B (4) "All Supplies or Services, purchased from another unit of government". This agreement requires Board approval per Section 6.30 B (2) which says "The Executive Director shall be able to enter into contracts and expend funds as authorized in the budget. This authority shall be capped at \$50,000."

Attachments

Attachment A – Scope of Work

Programmatic Impact:

To be determined

Fiscal Impact:

\$52,525

001.15.1500.569.31.00

Recommendation:

Staff recommends approval

Youth Development Research-Practice Partnership (YDRPP) Summer Needs Assessment Proposal

Statement of Work: The Children's Trust of Alachua County requires an assessment related to K-8 Summer programming. The purpose of this assessment is to ascertain: (1) current summer programming within the county, and (2) parent/family perspectives and needs related to children's summer programming, and (3) youth providers' perspectives related to the RFP process for operating programming

Scope of Services: YDRPP Summer Needs Assessment

The YDRPP, a collaboration housed in the College of Health and Human Performance, University of Florida, will convene a diverse team of researchers, practitioners, and community stakeholders to provide the following data and services:

1. Current Summer Youth Program Services: YDRPP will provide CTAC with a data set of current youth summer K-12 program operators. This preliminary data set will allow the CTAC to build a comprehensive database of 6-18 youth service providers.
 - a. Survey current youth service related information hubs and funders such as Fun 4 Gator Kids, United Way, and BOOST
 - b. Accumulate and coalesce other provider information from institutional partners such as County, City, SBAC, and individual service providers
 - c. Provide an analysis of programming gaps (geographic, demographic, and content area)
2. Solicit parent and family perspectives related to summer programming needs, access, quality, and content.
 - a. Conduct 3-5 focus groups with diverse families/parents across the region of Alachua County to ascertain their perspectives and needs
 - b. Use qualitative research methods to analyze data, generate themes, perspectives, summarize and provide recommendations back to the CTAC
3. Solicit youth provider perspectives related to program capacity and the CTAC RFP process.
 - a. Conduct 1-2 focus group with youth providers to ascertain their perspectives related to capacity, professional development for high-quality summer programming, and reflections related to RFP and procurement processes
4. Provide CTAC with research-based best practices regarding youth summer program content using the Results-Based Accountability and Positive Youth Development frameworks.

5. Provide CTAC with recommendations regarding the RFP process for summer programming and summer programming professional development support for youth summer service providers.

Timeline

These activities will occur between October 15, 2020, and January 31, 2020. The YDRPP will provide a final report to the CTAC by January 31, 2020, and will provide a report of progress to CTAC by December 1, 2020.

Budget	
Personnel	
Project Director-Dr. Diedre Houchen Principal Investigator- Dr. Christine Wegner Academic Researcher-Dr. Sunshine Moss Community-Based Researcher (x 3) Addison Staples, Rahkiah Brown, Chanae Jackson Research Assistant, Julian Alonso	37,000
Communication and Information	
Data Management, Information/Communication, and Graphic Design	3500
Technology, Research Analysis Software, and Transcription Services	3500
Participant and Provider Compensation	3000
Travel	750
Subtotal	
University of Florida Indirect Costs (facilitation and administrative) @ 10% rate	4,775
Total	\$52,525.00

Payment

The total cost for this service is \$52,525.00

Deliverable

The YDRPP will provide a final written report to the Children's Trust that contains an analysis and summary of the information enumerated in numbers 1-5 of the scope of services.

File Attachments for Item:

10. Joint Meeting with the Alachua County Board of County Commissioners

**Item:**

Joint Meeting with the Alachua County Board of County Commissioners

Requested Action:

The Trust is asked to approve of scheduling a joint meeting with the Alachua County Board of County Commissioners on one of the below offered dates:

January 19, 2020 from 1:30 PM
January 19, 2020 from 5:30 PM
February 16, 2020 from 1:30 PM
February 16, 2020 from 5:30 PM

Background

At the Children's Trust of Alachua County's Regular Meeting on August 3, 2020, staff was directed to send a letter to the Alachua County Board of County Commissioners to request a Joint Meeting between them.

Attachments

Email from BoCC offices offering potential dates.

Programmatic Impact:

N/A

Fiscal Impact:

N/A

Recommendation:

Staff recommends selecting a date

Ashley Morgan-Daniel

Subject: Joint Meeting with Alachua County BoCC and Children's Trust

From: Latoya T. Gainey

Sent: Wednesday, September 30, 2020 6:07 PM

To: Ashley Morgan-Daniel

Subject: Joint Meeting with Alachua County BoCC and Children's Trust

Good afternoon Ashley,

The Alachua County BoCC received a request to schedule a joint meeting with the Children's Trust to discuss how both bodies can best work together to meeting the needs of children and families in Alachua County. We would like to hold a meeting after the new board is in place. In the month of November, we will have 2 new commissioners coming in to replace Commissioners Byerly and Hutchinson. I would like to propose January 19th or February 16th at either 1:30 or 5:30 p.m. Please let me know what date and time works on your end.



Latoya T. Gainey

Executive Coordinator

Commission Office

12 SE 1st Street • Gainesville • FL • 32601

(352) 264-6920 (office) • 352-338-7363(fax)



PLEASE NOTE: Florida has a very broad public records law (F.S.119).

All e-mails to and from County Officials and County Staff are kept as public records. Your e-mail communications, including your e-mail address, may be disclosed to the public and media at any time.

File Attachments for Item:

11. Parent Advocacy and Empowerment (East Gainesville Initiative)



Parent Advocacy and Empowerment Community Resources



Parent Advocacy and Empowerment Community Resources

**Information provided by the
Greater Gainesville Chamber of
Commerce and Santa Fe College
East Gainesville Initiative**

.....

**Ian Fletcher, Vice President of
Education & Talent Alignment
Greater Gainesville Chamber of
Commerce**

.....

**Karen Cole- Smith, Executive
Director EGI, Santa Fe College
East Gainesville Initiative**



GREATER GAINESVILLE CHAMBER



Advocacy is the act of advocating for someone or something.

Parent Advocacy: Assuring that as a parent, your child is receiving the appropriate services at school and the quality education he or she deserves.

Advocacy can mean something different for every parent and child, but it generally involves paying close attention to the services and education that a child is receiving, and speaking up to the right people if the child is having a problem at school.

Feel free to speak up and speak out on behalf of your child!

Characteristics of an advocate:

- Be informed – be aware of school policy and educational resources
- Never stop – parent advocacy should continue through all grade levels
- Communicate – converse with teachers, school and community leaders
- Be involved – volunteer, join PTA and/or other school activities

What a parent advocate should know:

- School policies as outlined in the student handbook
- How the school system works
- Specific laws including individuals with Disability Act, if applicable
- Parent training opportunities in the schools and community
- What educational services are best for your individual child, because every child is different

What Else Can You Do as a Parent Advocate?

- Become more politically active and involved in issues related to education that directly impact your child and other children.
- Meet with school personnel, school board members, state legislators and others, as necessary.
- Research education policies and decision-making to determine who is making the decisions that affect your child. Your school's Parent Teacher Association (PTA) and/or the Alachua County Council of PTA's can be a good resource of information. www.accpta.org
- If you are uncomfortable advocating for your child due to past negative experiences or for whatever reason, ask a friend, mentor, or professional to go with you to the schools or meetings to help you clearly state your concerns
- Consider additional resources available outside of your student's school. Within this booklet are family, mentor, wellness, mental health, legal and several other community resources that can be used for advocacy purposes.



WE EMPOWER COALITION AND ADVOCACY NETWORK

Committed to investing our expertise and resources in order to further achieve our cause. Through positive collaborations and consistency, we've been supporting our community members in a variety of ways. We are now working to make a larger impact by merging resources and assisting other organizations in accomplishing their missions .

Chanae Jackson- Baker

352-888-6107
contact@wecangnv.org

SPRINGHILL MISSIONARY BAPTIST CHURCH EDUCATION COUNCIL

Provide annual parent conference and ongoing support for parents through training and resources at the local church

*Marjorie Watson
 Veita Jackson Carter
 120 SE Williston Rd,
 Gainesville, FL 3264
 352-281-3363
collectelevphans@yahoo.com*

ALACHUA COUNTY LIBRARIES

ACLD's goal is to provide parents and all family members with free, open and equal access to education, information, and entertainment.

*Phillis Filer / Diane Johnson
 401 E. University Ave.,
 Gainesville, FL 32601
 352-334-3957
pfiler@aclib.us*

CDS FAMILY & BEHAVIORAL HEALTH SERVICES

A nonprofit organization that supports families and youth in all aspects related to behavioral health. We operate in 13 counties in North Central Florida and we offer a series of free programs that target the community's behavioral health needs in various ways. Here is a brief overview of each of our programs: Interface Youth Program, Family Action, SNAP ("Stop Now and Plan"), Independent Living, Prevention Program.

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PARENT EMISSARY

Parents are paired with a community volunteer who serves as a mentor to the family. Parent Emissaries work with the family to promote parental advocacy, engagement and empowerment.

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PARENT ACADEMY

The Parent Academy is an initiative that provides support, assistance and comprehensive services to parents of Alachua County School students.

OFFICE OF COMMUNITY OUTREACH AND SANTA FE COLLEGE

To foster and support educational outreach efforts and programs that will empower parents of East Gainesville and the surrounding communities. Parent workshops and advocacy training provided.

ALACHUA COUNTY PUBLIC SCHOOLS PROGRAMS

ACPS provides early intervention and family support services for preschool-age children and their families at the Fearnside Family Services Center.



THE 4'AS AFRICAN AMERICAN ACCOUNTABILITY ALLIANCE

As African American Leaders and Organizations, we will work collectively to address the challenges facing the Alachua County African American community. We will empower our future generations for success.

Tina Certain
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ce-rtainte@bellsouthnet

Item 11.

ALACHUA COUNTY COUNCIL OF PTA

The mission of all PTA's is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. ACCPTA provides a district-wide PTA connection, serving our local school PTA units and families through events, education and coordinated advocacy efforts.

Pam Korithoski
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alachua.cc@floridapta.org

UF EDUCATION

Identify and advocate for issues that parents experience in schooling. Can provide support through educational teach-ins and individual support for parent advocacy .

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ALACHUA COUNTY EDUCATION COMPACT

The ACEC is mobilizing the community around education to better prepare students for higher education and sustainable careers. This collaborative initiative (leaders in education, business, philanthropy, workforce development, government, parents, & families) aims to improve systemic outcomes in education.

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GAINESVILLE FOR ALL EDUCATION SUBCOMMITTEE

The G' NV4All families and jobs team and education team has looked at ways to strengthen families and break the generational cycle of poverty through better access to child care, transportation, early education , support and mentoring

NAACP

Its mission is "to ensure the political, educational, social, and economic equality of rights of all persons and to eliminate racial hatred and racial discrimination"

ALACHUA COUNTY CHRISTIAN PASTORS ASSOCIATION, INC.

The purpose of the Alachua County Christian Pastors Association, Inc. (ACCPA) is to promote unity amongst clergy. To resource, support and pray for fellow clergy. To empower clergy holistically through workshops, conferences, forums, seminars and various publications.

THREE RIVERS LEGAL SERVICES

Three Rivers Legal Services, Inc. is a non-profit law firm with law offices in Gainesville, Jacksonville and Lake City, Florida, dedicated to the provision of quality legal assistance to the poor, abused, disabled and elderly, and to empowerment through preventive legal education. TRLS provides free civil legal assistance to low income families in seven counties with three offices and a staff of 35, including 21 full time attorneys.

THE FLORIDA DIAGNOSTIC & LEARNING RESOURCES SYSTEM
FDLRS provides diagnostic, instructional, and technology support services to district exceptional education programs and families of students with disabilities. Service centers include 19 centers that directly serve school districts in the areas of Child Find, Parent Services, Human Resource Development (HRD), and Technology.

ALACHUA COUNTY HEALTH PROMOTION & WELLNESS COALITION
Formed in 2013, the HPW is a 501©(3) non-profit organization that works to prevent substance abuse, enhance wellness, and provide education to improve the quality of life in our community. We accomplish these goals by raising awareness through our growing partnerships and with activities that promote improved health in Alachua County.

NATIONAL ALLIANCE ON MENTAL ILLNESS (NAMI)
NAMI, the National Alliance on Mental Illness, is the nation's largest grassroots mental health organization dedicated to building better lives for the millions of Americans affected by mental illness

RIVER PHOENIX CENTER FOR PEACEBUILDING
RPCP mission is to enrich the lives of individuals, families, and communities by providing and promoting the best practices and principles of peacebuilding and global sustainability.RPCP is invested in the prevention, interruption, reduction and healing from violence.

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Item 11.

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File Attachments for Item:

12. Early Intervention Research Team Awarded IES Grant

Researchers at the University of Florida's Anita Zucker Center for Excellence in Early Childhood Studies recently received a [\\$1.39 million grant from the Institute of Education Sciences](#) to further research on intervention strategies that support preschool children and their families over the next three years.

The project is funded by the Institute of Education Sciences National Center for Special Education Research as part of their [Early Intervention and Early Learning in Special Education Grant Program](#). During the course of this grant, the investigators will develop and test Tools for Families as a new component of Embedded Instruction for Early Learning, which currently includes Tools for Teachers. Tools for Teachers is an intervention that was developed and validated in two previous projects funded by the Institute of Education Sciences. The current project will be led by [Crystal Bishop](#) with Co-Principal investigators [Brian Reichow](#), [Patricia Snyder](#), and [James Algina](#).



"This new IES Development and Innovation grant will extend previous research on embedded instruction for children with disabilities attending inclusive preschools focus on ways their teachers can help facilitate collaborative partnerships with families to support their child's learning across the contexts in which they live, learn, and play," said Crystal Bishop.

Bishop has been a member of the Embedded Instruction for Early Learning research team since 2008, when she joined as a doctoral student and was mentored by Drs. Snyder and Algina. She continued her work with the Embedded Instruction for Early Learning team as a postdoctoral fellow under the mentorship of Dr. Algina as part of an Institute of Education Sciences fellowship program directed by Dr. Snyder. Bishop's postdoctoral work culminated in the submission of the Tools for Families grant with her collaborating partners from the Anita Zucker Center.

"This new IES Development and Innovation grant will extend previous research on embedded instruction for children with disabilities attending inclusive preschools. It will focus on ways their teachers can help facilitate collaborative partnerships with families to support family engagement in their child's learning across the contexts in which they live, learn, and play," said Crystal Bishop, assistant research scientist at the Anita Zucker Center for Excellence in Early Childhood Studies.

Bishop, principal investigator on the project, and her team will be conducting research in preschool classrooms across Florida and California. The research team will develop the intervention based on a review of current research and focus groups they will conduct to gather perspectives from school administrators, preschool teachers, and families. Field testing and feedback from administrators, preschool teachers, and families will be used to see how Tools for Teachers and the new component Tools for Families work together and to modify the intervention for a pilot study with 40 preschool teachers and 120 families in the final year of the project.

Previous research at the Anita Zucker Center has shown that embedded instruction and embedded learning opportunities in everyday routines and activities can help children with disabilities to learn new skills and to participate more fully in activities. According to Bishop, research has also shown that strong family-professional partnerships are important for both children and families.

The 40 preschool teachers who will participate in the pilot study will have completed the Tools for Teachers training and will each work with three families in their classroom. Twenty of these teachers will be randomly chosen to receive Tools for Families. Throughout the study, teachers who receive Tools for Families will participate in teacher-family meetings and ongoing collaboration with families will be utilized to promote embedded instruction in both school and at home.

Through this project the teachers will learn to partner with families to identify their child's learning priorities, the best times to teach priority skills, strategies to embed learning opportunities at home and methods to evaluate how well embedded instruction is working for their child and for them.

Bishop and the research team will be using a family self-efficacy scale, observational reports and family reports of their engagement with Embedded Instruction for Early Learning to gauge the effect of family-centered practices on teacher, family and child outcomes.

According to Bishop the approach for developing the intervention is grounded in the [3R's of Early Learning: Relationships, Repetition, Routines](#). By developing strong collaborative relationships among teachers, families and children, repeated opportunities will be created for children to practice new skills during everyday routines and activities that happen at school, at home and in the community.

"We are excited to have the opportunity to extend the work we have been doing with preschool teachers in their classrooms to include the families of the children with which they work to optimize learning for children with disabilities and to build family capacity to support their children's development and learning," said Patricia Snyder, center director and UF distinguished professor.

Related Projects:

Impact of Professional Development on Preschool Teachers' Use of Embedded-Instruction Practices

(R324A070008);

Impact of Professional Development on Preschool Teachers' Use of Embedded-Instruction Practices: An Efficacy Trial of Tools for Teachers

(R324A150076)

File Attachments for Item:

13. Background Report on Fare Free Bus Passes from Gainesville 4 All



Background Report on Fare Free Bus Passes for Students K-12 in the City of Gainesville

Prepared by Hannah Gutner, Gainesville For All

July 2020

In 2018 GNV4ALL recommended that Gainesville, Florida's Regional Transit System (RTS) implement a K-12 Fare Free transportation program. Similar programs have been implemented across the US and are seen as an effective tool that helps improve quality of life and provide a pathway out of poverty for many students and families in the US.

Background

There are a variety of free public transit programs for students throughout Florida and the nation that provide young people with access to new opportunities through increased mobility in their local communities. If the City of Gainesville were to take on a similar program, it would not be alone in this effort and has best practices and complimentary models to follow. Many fare free public transit student programs rely on partnerships with county or city school districts which purchase at-price or discounted fare passes for students which are distributed through the schools. Other programs are paid for by the city or the public transit service and use student IDs to get on the bus. Due to the fact that RTS is a department within the city, the city or a third party would be responsible for funding the program if there is no involvement of the School Board.

In northeast Gainesville's Gainesville Empowerment Zone, a survey in the 32609 zip code demonstrated that, of 200 respondents, 20% reported transportation to be one of the two biggest challenges. Further, in Alachua County, black households are most likely to own 0 or one automobile (Knowles and Jarrett, 2017), making them most likely to be transportation disadvantaged. This lack of transportation can make it hard for students of these families to attend school if they miss the bus, participate in recreational activities, go to medical appointments, visit the local library, engage in religious activities, etc. Chronic absenteeism in school is one of the most common driving factors behind the various fare free programs for students around the country (Sacramento Regional Transit; DC Department of Transportation; Fairfax County Metro; Green Bay Metro) and is defined in Alachua County as missing 21 days of school per year. If a student is transportation disadvantaged and misses the morning school bus, they are likely to miss school that day (Resnick, W. personal communication, June 9, 2020). In a study on absenteeism among Florida secondary students, 54.8% of chronically absent students in 2015-2016 school year cited insecure transportation as a cause of their absences (Bundage, Castillo, and Batsche, 2017). Alachua County sees a 10-14.9% rate of chronic absenteeism in all grades as of the 2015-2016 school year (Florida Department of Education). Absenteeism in Alachua County public schools is especially problematic in schools of lower socioeconomic status with transportation cited an influential cause (Hopson, 2020). Further, 46% of students in Alachua County are considered of low socioeconomic background (Hopson, 2020). In a study of the effects of free public transit for students on attendance, it was found that public transit accessibility increased attendance by 18% (Das and Fan, 2015). With more accessible and reliable transportation, students could still get to school even if the bus is missed, reducing absenteeism and increasing their ability to participate in afterschool programs. The need for public transit aid in Gainesville is clear.

The K-12 fare free program would not replace yellow school buses, but rather supplement transportation for schools and provide additional transportation on the weekends. Not only could this decrease absence in school, but it also opens opportunities for students to fill prescriptions, grocery shop, go to parks and participate fully in their community with fewer transportation barriers. A comparable example is Green Bay, WI (page 4). Green Bay has a population of approximately 104,000 with their fare free program serving 21,000 students at 20,000 rides per month. Due to comparable population size, we can expect a similar number of monthly riders in Gainesville.

There are a variety of transportation assistance programs, which range from providing free rides to youth 18 and under during operational hours to high school students only at restricted hours. Information was gathered by researching 11 fare free programs in 8 states and speaking with local government officials and program directors on their restrictions, implementation cost, agency, and more. This information is listed below to further inform Gainesville For All's recommendation to the City/RTS.

Within Florida

- a. Leon County
 - a. Population: 275,487
 - b. Student Population Served: 13,000 students in school system

The most well-known model of a fare free service for public school students K-12 in Florida is that of StarMetro, Leon County's public transit service. This four-year-old program allows public school students in all of Leon County K-12 to use their valid student ID as their bus pass or they must request one from StarMetro bus service (Tallahassee Democrat, 2016). Rides are free within the fixed route area and the cost was stated as minimal to none for the same reason as Fairfax County – that the buses were already running empty (Merzer Fleming, A., personal communication, June 18, 2020). With the implementation of this program, StarMetro saw ridership leap from 100,000 students riding their buses in 2015 to 350,000 students riding in 2018 (Children's Trust Alachua County, 2019). Because this original program lacked some controls, there have been fights and altercations on the buses. Due to this, a new program is being launched which will require special student fare cards instead of showing an ID, warning strikes that will be communicated from the bus operator to the school resources officer (SRO) and the parents, it will be opt-in and require permission from parent or guardian with rules acknowledged, and K-5 will need to be accompanied by an older person (Merzer Fleming, A., personal communication, June 18, 2020).

b. Polk County

- a. Population: 602,095
- b. Student Population Served: Approximately 3,333

Polk County has had a program for high school students since 2014. Polk County Students show student ID as their boarding pass. Buses run 6 days a week and students can make use of those buses at all times of operation. The program costs \$56,000 per year and is paid by the Polk County School Board. October 2019 to March 2020 there have been 20,000 student rides on the buses according to Erin Killebrew, Director of External Affairs, at Citrus Connection. The public bus is well used by high school students and has had no behavioral issues.

Outside Florida

a. Little Rock, AR

- a. Population: 197,312
- b. Student Population Served: 2,700

The Little Rock transit service serves the Rock Region defined as Little Rock and its surrounding areas. The fare free program is only for high school students in Little Rock School District. Students receive Student ID cards with bus pass stickers every semester from their school administrator. This program costs the school district \$18,560 per year and has been ongoing since 2017, serving approximately 2,700 students per year. Rock Region Metro provides the schools with bus pass stickers each semester to update eligibility on the bus. There have been no behavioral issues at all (Avery, J., personal communication, June 15, 2020).

b. Buffalo, NY

- a. Population: 255,284
- b. Student Population Served: 10,400 students

The city of Buffalo has a contract with Niagara Frontier Transportation Authority to transport high school students on fixed routes to and from their schools. Buffalo School District pays the full price for monthly passes for all their students, amounting to \$8 million per year. Students are issued passes by the school which identifies assigned routes home. These passes allow students to use the buses and the NFTA Light Rail system, with 10,400 high school students riding the transit and 33 morning and 78 afternoon “special” trips specifically to account for students (Jones, R., personal communication, June 1, 2020). Because of the high volume of students, Buffalo sometimes dispatches its police department to certain highly congregated stations to account for behavioral issues, which

usually entail loud voices but no crime. The passes are good only for school times, so they do not apply on the weekends or on time off.

- c. Green Bay, WI
 - a. Population: 104,578
 - b. Student Population Served: 21,000 students

Green Bay Metro and the Green Bay Area Public School District entered into an agreement to provide all public school students K-12 with free public transit beginning in July 2017. Students have access to free transit during all operating hours. Students 8 and over can ride alone, where students 7 and under must be accompanied by an older sibling or adult. If an adult is with the student, they must pay the typical fare. Elementary students do not need to show their student ID, but middle and high school students must show their ID to enter the bus for free. If on a field trip or school related activity with students, supervisors or school faculty can also ride free with a valid school ID. The program costs the Green Bay Area Public School District \$160,000 per year. The program is well used with student ridership being at or above 20,000 per month for nearly every month of school according to most recent data through February 2020 (Kiewiz, P., personal communication, June 15, 2020). Green Bay Metro has had no history of behavioral issues on their system and did not describe any mechanism for public transit etiquette enforcement.

- d. Los Angeles County, CA
 - a. Population: 10,039,107
 - b. Student Population Served: Approximately 36,000 but distorted by COVID-19

In Los Angeles County, California, K-12 students can ride public transit for free through the 'DASH to class' program. The school must be located in LA County. Students can apply online, in person, or by mail by submitting some proof of enrollment in school and will receive a student fare card. They must use the student fare card to tap into the bus each time they ride. The program costs LA Department of Transportation \$128,000 paid for by a state funded grant. Beginning in August 2019, there have been 257,000 student rides through March. Students' free rides are not restricted to certain hours and are available at all LADOT operating hours (Leung, C. personal communication, June 3, 2020). This program was brought about primarily by a need to decrease chronic absenteeism in schools and initially bought passes for students K-College in 2013 (Los Angeles County Department of Public Health, 2013). With the same goal in mind, the current program provides K-12 students with special buses called "DASH" using the above process.

- e. Washington, DC

- a. Population: 720, 687
- b. Student Population Served: 50,000

Washington, DC implemented a “Kids Ride Free” program in October 2018 to combat chronic absenteeism in their students. All schools - public, private, charter, and parochial – distribute the WMATA passes. The program costs \$20 million and is paid for by DC Department of Transportation (WMATA).

- f. Fairfax County, VA
 - a. Population: 1,147,532
 - b. Student Population Served: 135,200 annual trips

Fairfax County provides free fares to middle and high school students through their school for rides between 5am and 10pm 7 days a week. The pass does not give free transfers to the Metrobus or Metrorail. The program began in 2013. Kala Quintana, director of the program, said that there was minimal to no ‘cost’ of implementation because many of their buses were already running but empty (personal communication, June 15, 2020). Quintana reports an outstanding review of the program, citing fewer car crashes, less congestion, no behavioral issues in the 7 years of the program, and a total “win-win-win-win.” Quintana cited that part of the behavior benefits may be because public transit etiquette is listed on the back of their transit cards and the students have been told by their schools that if an issue were to arise, police could come though this has never happened.

- g. Austin, TX
 - a. Population: 2,227,083
 - b. Population Served: Just under 200,000

This fare free program is not just directed at students under 18. The program is run and paid for by the transit service, Capital Metro which operates independently from the city, and costs between \$250,000 and \$300,000 per year to transport approximately 200,000 children under 18. Austin’s program was implemented in phases over a six-month period beginning in June 2018. After positive feedback from the community, Capital Metro went completely free for under 18 kids permanently in December 2018. Kids get on the bus by showing their valid student ID to ride.

- h. Sacramento County, CA
 - a. Population: 1,418,788

b. Student Population Served: 220,000

In Sacramento County, CA, there are free bus, microtransit, and light rail rides for all students K-12 in the county. This program allows for students to use all forms of public transit in Sacramento County for free, as long as they have a student sticker renewed each year, given by the schools, libraries, or can be obtained from the SacRT customer service center. It is a bus supplement to yellow buses, necessitated by chronic absenteeism and an opportunity for students to get to and from part time jobs. This program also employs a partnership between the City of Sacramento, Sacramento Regional Transit and local school districts, costing \$1.5 million per year. The City of Sacramento funds \$1 million of the program through an initiative called Measure U which is focused on youth benefits and programming, the school districts within SacRT routes paid \$200,000 and SacRT directly paid \$300,000 (Devra Selenis, personal communication., July 8, 2020). There is no ridership data as this program only began in October 2019, though SacRT representative Devra Selenis stated the program was “extremely successful” due in large part to collaboration with the schools through card distribution (personal communication., July 8, 2020).

Results

Results vary from program to program in implementation, restriction, size, and cost. While a fare free program in Buffalo, New York serves approximately 10,400 students directly replacing the bus system with assigned routes per student and costs the School District \$8 million per year, a fare free program for high school students in Polk County has given more than 20,000 student rides in 6 months and costs the School District \$56,000 per year. The key difference being that Polk County uses free public transit as a supplement to the yellow bus transportation, not a replacement.

More accessible public transportation can help enrich a community by providing students transportation to recreational spaces, schools, jobs, medical facilities, and more. The most common reason for municipalities to implement a program like this, according to above research and personal interviews, is to combat chronic absenteeism in schools, which, as aforementioned, is a significant problem in Alachua County. The impacts of a fare free program on a community are far-reaching, allowing students to participate in extracurriculars and part-time employment. Even if the students use a free bus ride to a mall or to a part time job, they contribute to the local economy through cash circulation and taxes (Quintana, K., personal communication, June 15, 2020). Kala Quintana, the director of Fairfax County’s free public transit program for 5 years, described the results of their 7 year-long effort as “outstanding” and a “win-win-win on all sides.” Additionally, Fairfax County, VA recorded fewer car crashes in the first two years of this program, potentially correlated to less congestion on the roads (Quintana, K., personal communication, June 15, 2020).

More accessible transportation can strengthen ties to the community by increasing participation in recreation and making full use of the resources provided by the city (Austin, A. 2017). Another common goal of many of the above public transit programs including Fairfax County, VA; Sacramento, CA, and Austin, TX is to increase long term ridership loyalty so that students who benefit now will become paying riders in the future (Sacramento Regional Transit; Quintana, K., personal communication, June 15, 2020; Renshaw, S., personal communication, June 22, 2020). Greater public transit use increases business prospects by making it easier to get to businesses near frequently used bus lines, promotes economic activity by providing more opportunity to work without the worry of transportation, serves as “a source of community bonding and pride that also has helped local communities earn positive recognition” as more livable cities, and improves fuel efficiency by reducing idling time taken while collecting fares (National Academies of Sciences, Engineering, and Medicine, 2012). Furthermore, it is environmentally friendly to increase bus ridership and decrease personal car use (National Academies of Sciences, Engineering, and Medicine, 2012). Providing free public transit to K-12 students could be a pathway out of isolation and into the community of grocery stores, medical appointments, the laundromat, and more.

Fare free programs for University students are common throughout the country for the sake of convenience, environmental sustainability, and a sense of a more livable community in a college town or on a University campus not reliant on cars. According to Associate Director of Transportation Services and Director of Student Life respectively, it is for these reasons that the University of Florida and Santa Fe College both purchase bus passes for their students using tuition funds (Fuller, R. and Reeves, T., personal communication, June 10, 2020).

Of all the programs above, only Buffalo, NY has reported trouble with behavior typically at the more congregated rail stations and bus stops. This behavior often involves loud conversations and excitement but no crime (R. Jones, personal communication, June 1, 2020). Although this potential is real, it may be less likely in Gainesville because Buffalo public transit replaces yellow school buses completely and does not serve as supplemental transportation meaning a much greater population of students on the Buffalo public transit system than would exist in Gainesville. In some completely fare-free large municipalities there are more “problem riders” who may cause minor conflict (National Academies of Sciences, Engineering, and Medicine, 2012). Because this plan would only be for students and not for all Gainesville residents, the likelihood of conflict may be lower than has been seen in programs where fare is made free for everyone. Furthermore, it has been shown that increased school attendance decreases crime because of time spent in school instead of free time and because it gives people greater incentive when analyzing cost and benefits of committing a crime (Bell, Costa, and Machin, 2018). A program like this could have a long-term effect on Gainesville’s community by increasing school attendance, decreasing dropout rates and crime (Dillon, 2009). “Frequent school absenteeism has immediate and long-term

negative effects on academic performance, social functioning, high school and college graduation rates, adult income, health, and life expectancy,” (Allen, Diamond-Myrsten, and Rollins, 2018). As transportation is frequently cited as a factor in chronic absenteeism, reducing absences in school can have extensive positive effects on a community.

While there are always advantages and disadvantages, the overwhelming consensus is that fare-free programs for smaller communities are successful in increasing bus ridership, overall community wellbeing (Perone, 2002), long term public transit loyalty, reducing school absenteeism, increasing economic opportunity for students to get part time jobs and reducing crime and school dropout rates.

Cost

The estimated cost of a K-12 fare free program in Gainesville, FL run by the Regional Transit System (RTS) would be \$130,000 for one year for 29,000 students to ride all operating hours, according to RTS. Funding for this program could come from a variety of stakeholders, as it will benefit a large variety of groups in Gainesville including the City of Gainesville, the Alachua County School Board, the business community, and the law enforcement community with less fare evasion crime or crime resulting from school absence. Funding could be a collaborative effort between organizations like Alachua County Children’s Trust, the City of Gainesville, and/or Alachua County School Board. As previously mentioned, Sacramento County’s fare free program for students is funded by a State grant and a partnership with local schools (Sacramento Regional Transit). Other programs like Austin, TX; Fairfax County, VA; and Leon County, FL have stated that, due to the buses already running, there is such minimal cost to add students that it has not even been reported (Renshaw, S., personal communication, June 15, 2020; Quintana, K., personal communication, June 15, 2020; Merzer Fleming, A., personal communication, June 18, 2020).

Recommendation

Gainesville For All focuses on solving systemic problems which contribute to socioeconomic segregation. The fare free bus program came about due to pockets of poverty around Gainesville and isolated areas which created transportation inequity. Gainesville For All recommends that a K-12 Fare Free program be implemented by the Gainesville Regional Transit System throughout the Alachua County Area to address this problem, increase school attendance and graduation, decrease crime, and create a healthier community.

Operating Considerations

After surveying the literature and interviewing public transit authorities, we have provided options that may be pursued to optimize feasibility of a K-12 fare free public transit program below:

Target Audience:

1) High school students

May provide more control for a pilot program.

2) Middle and high school students

3) K-12 with/without adult or older sibling supervision

Partnership/Funding:

1) Only within city/RTS

2) Partner RTS with Alachua County School Board and schools for payment and/or distribution

3) Children's Trust of Alachua County Grant

Regulation Options:

1) Opt- in or given to all students

Opt-in can provide RTS and the schools with more control and accountability over students as well provide data on the program for evaluation.

2) Permission slip with/without signature of parent or guardian

This may serve to increase accountability but it may be more realistic not to require a parent/guardian signature in the case that the student may not have a present parent/guardian and could miss a signature deadline and then be excluded from a program intended to help.

3) Acknowledgement of rules by students on paper

It should be known to the students that the same rules and consequences apply on public RTS buses as they do on school buses.

4) Consequences delivered by police/SROs/school administrators

Tool of accountability to prevent any behavioral issues on the buses.

5) Emergency Contact form

6) Passes distributed through school administration

7) Passes distributed each year or each semester

The above options for implementation of a fare free program may be helpful for the decision maker to choose, based on others' experiences, exactly how they want to pursue a fare free bus pass program. It has been highly recommended by other program directors that the schools and bus system have a partnership beyond funding to provide students their passes through schools and extend school bus rules to public transit to ensure good behavior. All programs above have had overwhelmingly positive experiences with a fare free program for students, emphasizing that it is best to begin with more control (Merzer Fleming, A., personal communication, June 18, 2020).

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File Attachments for Item:

14. Executive Order 20-246 (Local Government Public Meetings)

MEMORANDUM

TO: Members of the Press
FROM: Fredrick Piccolo Jr., Director of Communications, Governor Ron DeSantis
DATE: September 30, 2020
RE: Executive Order 20-246 (Local Government Public Meetings)

Local Government Public Meetings

Today, Governor DeSantis issued Executive Order 20-246.

The State of Florida recently entered Phase 3 of the Governor's plan for Florida's recovery from COVID-19. Executive Order 20-246 assists the transition to Phase 3 by providing local government bodies with an additional one-month period to conduct their meetings virtually. Local government bodies should prepare to meet in person as required by Florida law beginning November 1, 2020.

STATE OF FLORIDA

OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NUMBER 20-246

(Emergency Management – COVID 19 – Local Government Public Meetings)

WHEREAS, Executive Order 20-69, as extended by Executive Orders 20-112, 20-123, 20-139, 20-150 and amended by Executive Orders 20-179 and 20-193, expires on October 1, 2020, unless extended.

NOW, THEREFORE, I, RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution, Chapter 252, Florida Statutes, and all other applicable laws, promulgate the following Executive Order to take immediate effect:

Section 1. I hereby extend Executive Order 20-69, as extended by Executive Orders 20-112, 20-123, 20-139, 20-150 and amended by Executive Orders 20-179 and 20-193, subject to the condition of Section 2 below, until 12:01 a.m. November 1, 2020. This order supersedes Section 4 of Executive Order 20-69.

Section 2. This order shall not apply to election canvassing boards.

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