



## Finance & Operations Committee Meeting

Thursday, November 7, 2019  
The Children's Trust  
3150 S.W. 3<sup>rd</sup> Avenue, 8<sup>th</sup> Floor  
Conference Room A  
9:30 a.m. – 11:00 a.m.

### Board of Directors

Kenneth C. Hoffman  
Chair

Mark A. Trowbridge  
Vice-Chair

Steve Hope  
Treasurer

Karen Weller  
Secretary

Magaly Abrahante, Ph.D.

Laura Adams

Matthew Arsenault

Daniel Bagner, Ph.D.

Constance Collins

Mary Donworth

Richard P. Dunn II

Beth Edwards

Gilda Ferradaz

Sen. Anitere Flores

Lourdes P. Gimenez

Nicole Gomez

Mindy Grimes-Festge

Nelson Hincapie

Pamela Hollingsworth

Monique Jiménez-Herrera, PsyD.

Hon. Barbara Jordan

Maurice Kemp

Tiombe Bisa Kendrick-Dunn

Marissa Leichter

Frank Manning

Susan Neimand, EdD.

Marta Pérez, Ph.D.

Hon. Orlando Prescott

Javier Reyes

Hon. Isaac Salver

Michael Turino

David Lawrence Jr.

Founding Chair

James R. Haj

President & CEO

County Attorney's Office

Legal Counsel

### AGENDA

9:30 a.m. **Welcome and opening remarks**

Steve Hope  
Committee Chair

9:35 a.m. **Public comments**

Steve Hope  
Committee Chair

9:45 a.m. **Approval of October 10, 2019 Finance & Operations  
Committee minutes summary**

*(Addl. Items packet, Pgs. 2-3)*

Steve Hope  
Committee Chair

9:50 a.m. **Budget Amendment for FY 2018/2019**

James R. Haj  
President/CEO

William Kirtland  
Chief Financial Officer

9:55 a.m. **Resolution**

**Resolution 2020-A:** Authorization to negotiate and retroactively execute a contract with Miami-Dade County, Community Action and Human Services Department, for match funding for the federal Early Head Start-Child Care Partnership (EHS-CCP) grant, in a total amount not to exceed \$850,000.00 for a term of 12 months, commencing November 1, 2019, and ending October 31, 2020, and amend the fiscal year 2019-20 general budget by transferring \$850,000.00 to provide the match funding for this resolution.  
*(Pgs. 4-5)*

Steve Hope  
Committee Chair

10:50 a.m. **CEO Report**

James R. Haj  
President/CEO

- Update on IG Reports
- SEL – Social Emotional Learning Awareness
- Spooky Symphony

11:00 a.m. **Adjourn**

### Reminder:

**Next Committee Meeting: Thursday, January 9, 2020.**

The public is allowed to comment before presentation of resolutions but must register with the Clerk of the Board prior to being allowed to comment.



**Finance & Operations Committee Meeting Summary  
October 10, 2019  
9:36 a.m.**

**These actions were taken by the Finance & Operations Committee meeting on October 10, 2019:**

**\*Please note that the number of board members fluctuate based on arrival and departure of some of them throughout the meeting.**

**Motion to approve the August 29, 2019 Joint Finance & Programs/Health Committee meeting minutes was made by Javier Reyes and seconded by Matthew Arsenault. Motion passed unanimously, 3-0.**

**Resolution 2020-A: Motion to recommend the resolution to the Board of Directors on October 21, 2019 was made by Javier Reyes and seconded by Matthew Arsenault.** Directing staff to schedule comprehensive board trainings that shall include sessions conducted by the Miami-Dade County Commission on Ethics and Public Trust and the Miami-Dade County Office of the Inspector General, as well as cover topics that include, but are not limited to, history of The Children's Trust, the roles and responsibilities of board members, Sunshine law, and Public Records law, such training shall occur at least once every calendar year unless three or more new board members are appointed after the annual training, which would then require a training to be conducted as necessary. **Motion passed unanimously, 3-0.**

**Resolution 2020-B: Motion to recommend the resolution to the Board of Directors on October 21, 2019 was made by Javier Reyes and seconded by Matthew Arsenault.** Authorization to enter into a service agreement with Actors' Playhouse at the Miracle Theatre Inc., for co-production and presenting sponsorship of the Young Talent Big Dreams talent search, in an amount not to exceed \$50,000.00 for a term of 12 months, commencing on October 1, 2019, and ending on September 30, 2020. **Motion passed unanimously, 3-0.**

**Resolution 2020-C: Motion to recommend the resolution to the Board of Directors on October 21, 2019 was made by Javier Reyes and seconded by Matthew Arsenault.** Authorization to approve a service agreement with Rex Three, Inc., to print and prepare for distribution The Children's Trust's trilingual monthly parenting newsletter, for a term of 12 months, commencing on October 1, 2019, and ending on September 30, 2020, in an amount not to exceed \$50,000.00. **Motion passed unanimously, 3-0.**

**Resolution 2020-D: Motion to recommend the resolution to the Board of Directors on October 21, 2019 was made by Javier Reyes and seconded by Matthew Arsenault.** Authorization for the expenditure of dues for membership in the Florida Children's Council, Inc. (FCC) in a total amount not to exceed \$110,000.00 for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020. **Motion passed unanimously, 3-0.**

**Resolution 2020-E: Motion to recommend the resolution to the Board of Directors on October 21, 2019 was made by Javier Reyes and seconded by Matthew Arsenault.** Rescind resolution #2019-78, granting authorization to execute a contract with Healthmaster Holdings, LLC; authorization for a waiver to the competitive solicitation process for a software as a service (SaaS) solution to track school-based health clinic interactions; and authorization to negotiate and execute a contract with Education Health, LLC, d/b/a Healthmaster for the SaaS solution, in a total amount not to exceed \$200,000.00, commencing October 1, 2019, and ending September 30, 2020, with three possible 12-month renewals, subject to annual funding appropriations. **Motion passed unanimously, 3-0.**

**Resolution 2020-F: Motion to recommend the resolution to the Board of Directors on October 21, 2019 was made by Javier Reyes and seconded by Matthew Arsenault.** Authorization to dissolve the communications and information technology (IT) vendor pools selected through requests for qualifications (RFQs) #2019-07 and 2019-08; and authorization to release requests for proposals (RFPs) to procure communications and IT services. **Motion passed unanimously, 3-0.**

**Meeting adjourned at 9:49 a.m.**

## The Children's Trust Board Meeting

**Date: November 18, 2019**

**Resolution: 2020-A**

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**Strategic Plan Priority Investment Area:** Early Childhood Development: Early care and education slots

**Strategic Plan Headline Community Result(s):** Children attend quality child care; children regularly access medical, dental, and behavioral health care; and children are ready for kindergarten.

**Recommended Action:** Authorization to negotiate and retroactively execute a contract with Miami-Dade County, Community Action and Human Services Department, for match funding for the federal Early Head Start-Child Care Partnership (EHS-CCP) grant, in a total amount not to exceed \$850,000.00 for a term of 12 months, commencing November 1, 2019, and ending October 31, 2020, and amend the fiscal year 2019-20 general budget by transferring \$850,000.00 to provide the match funding for this resolution.

**Budget Impact:** Funding in the amount of \$850,000.00 is available for FY 2019-20, and projected to be available in FY 2020-21, subject to approval of this resolution and budget amendment.

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**Description of Services:** This authorization will allow The Children's Trust to award Miami-Dade County \$850,000.00 in match funds to leverage federal funding for high-quality early care and education learning slots for infants and toddlers through the Early Head Start - Child Care Partnership (EHS-CCP) Grant. Children served shall be Miami-Dade County residents and meet the eligibility requirements of the EHS-CCP grant. Children will receive comprehensive services, including health, mental health, nutrition, and family support services. Family advocates will also work closely to address each family's unique needs and help them work toward self-sufficiency. At least ten percent of children served must have diagnosed disabilities (regardless of income).

**Background:** Since 1965, the federal Head Start program has provided comprehensive early education and support services to low-income three and four-year-old children and their families. In recognition of the mounting evidence that the earliest years in a child's development makes a difference in children's growth and development, the Early Head Start (EHS) program was established in 1994 to serve children from birth to three years of age.

In 2014, the federal government made \$650 million available to expand EHS services nationally. These funds were awarded competitively to grantees throughout the country to expand access to high-quality, comprehensive services for low-income infants and toddlers and their families.

In March 2019, the federal government awarded Miami-Dade County an expansion grant of \$7,967,936.00 annually over a five-year funding period for 552 additional slots. The federal match requirement for this grant is \$1,991,984.00. The Children's Trust's local match of \$850,000.00 contributes to Miami-Dade County's ability to retain these funds.

In order to ensure funding is available to provide this essential match, The Children's Trust's fiscal year 2019-20 budget will be amended by increasing the total operating budget by \$850,000.00. The increase is available from the carry-over fund balance.

Per the procurement policy, section 2006 Match Funding and Funder Collaboration, the negotiation and execution of a match contract are exempt from the competitive solicitation process. This investment will be utilized to bring expanded resources to the community and leverages a 1:8.37 match.

**Geographic Area:** Countywide.

The foregoing recommendation was offered by \_\_\_\_\_ who moved its approval. The motion was seconded by \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

The Chairperson thereupon declared the resolution duly passed and adopted **this 18<sup>th</sup> day of November 2019.**

THE CHILDREN'S TRUST  
MIAMI-DADE COUNTY, FLORIDA

BY \_\_\_\_\_

SECRETARY

Approved by County Attorney for form and legal sufficiency \_\_\_\_\_