



Board of Directors Meeting

Tuesday, September 4, 2018

4:30 p.m.

Location:

United Way – Ansin Building

3250 SW 3rd Avenue

Miami, Florida 33129

Ryder Room





Board of Directors Meeting

Tuesday, September 4, 2018
 3250 S.W. 3rd Avenue (Coral Way)
 United Way – Ryder Room
 4:30 p.m. – 5:00 p.m.

AGENDA

Board of Directors

Laurie Weiss Nuell
 Chair
 Lily de Moya
 Vice Chair
 Kenneth C. Hoffman
 Treasurer
 Karen Weller
 Secretary

Magaly Abrahante, Ph.D.
 Daniel Bagner, Ph.D.
 Miguel Balsera, Ph.D.
 Rodester Brandon
 Mary Donworth
 Rep. Nicholas Duran
 Antonia Eyssallenne, M.D.
 Gilda Ferradaz
 Mindy Grimes-Festge
 Nelson Hincapie
 Pamela Hollingsworth
 Steve Hope
 Esther Jacobo
 Tiombe Bisa Kendrick-Dunn
 Inson Kim
 Nancy L. Lawther, Ph.D.
 Marissa Leichter
 Frank Manning
 Susan Neimand, Ph.D.
 Marta Pérez, Ph.D.
 Hon. Orlando Prescott
 Hon. Isaac Salver
 Com. Xavier L. Suarez
 Mark Trowbridge
 Rita Vega

David Lawrence Jr.
 Founding Chair

James R. Haj
 President & CEO

County Attorney's Office
 Legal Counsel

- 4:30 p.m. **Welcome and opening remarks** Laurie Weiss Nuell
Chair
- 4:32 p.m. **Public comments**
- 4:40 p.m. **Approval of June 18, 2018 and July 9, 2018 Board of Directors minutes summary (Additional Items Packet) (Pgs. 4-8)**
 Karen Weller
Secretary
- 4:43 p.m. **Appreciation for outstanding service to The Children's Trust**
 James R. Haj
President/CEO
- Alvin Gainey, Representative PTA/PTSA
- 4:45 p.m. **Finance & Operations Committee Report**
 Kenneth C. Hoffman
Committee Chair
- Approval of Revisions to Procurement Policy**
 Kenneth C. Hoffman
Committee Chair
 James R. Haj
President/CEO
 Vivianne Bohorques
Chief Operations Officer
- Resolutions**
 Kenneth C. Hoffman
Committee Chair

Resolution 2007-60 (Amended): This resolution seeks to amend Resolution #2007-60 (Attachment A), approved by the Board of Directors on May 7, 2007, relating to the President/CEO's discretionary spending authority for funding requests under \$25,000.00, to replace the monthly restriction of \$100,000.00 with the equivalent yearly spending cap on the authority of the President/CEO for such expenditures. The procurement policy will be revised to reflect this amendment. *(Pgs. 9-16)*

Resolution 2018-102: Authorization to negotiate and execute a twelfth-year match renewal with The United Way of Miami-Dade County, Inc., as the fiscal agent for the Community Based Care Alliance of Miami-Dade County (CBC Alliance), in a total amount not to exceed \$64,000.00, for a term of 12 months, commencing October 1, 2018 and ending September 30, 2019. *(Pgs. 17-20)*

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.

Resolution 2018-103: Authorization to expend up to \$50,000.00 for Community Engagement Team support services in the Haitian Community with Hermantin Consulting, LLC., for 12 months, commencing October 1, 2018 and ending September 30, 2019. *(Pgs. 21-23)*

4:55 p.m. **CEO Report**

James R. Haj
President/CEO

- *Computers for Guns*
- *Board attendance (Pgs. 24-25)*
- *Family Expo – September 8, 2018*
- *Second TRIM: Monday, September 17 at 5:01 p.m.*
- *Board pictures on September 17 at 4:30 p.m.*
- *David Lawrence Jr. book signing and reception: November 5*

5:00 p.m. **Adjourn**

Reminder:

Next Board meeting: *Monday, October 22, 2018*

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.



**Board of Directors Meeting Summary
June 18, 2018
4:02 p.m.**

These actions were taken by The Children's Trust May 29, 2018:

Motion to approve the April 16, 2018 Board of Directors minutes was made by Dr. Susan Neimand and seconded by Gilda Ferradaz. Motion passed unanimously, 20-0.

Nominating Committee Report

Resolution 2018-78: Motion to approve the resolution was made by Rep. Nicholas Duran and seconded by Steve Hope. Approval of nominating committee's recommendation that MCCJ continues to hold the seat on the board designated for a locally recognized faith-based coalition, due to the amendment of Article CIII of the Code of Miami-Dade County, Florida approved by the Miami-Dade County Board of County Commissioners on January 23, 2018. **Motion passed unanimously, 20-0.**

Finance & Operations Committee Report

Resolution 2018-79: Motion to approve the resolution was made by Lily de Moya and seconded by Mary Donworth. Authorization to retroactively ratify the agreement with SHI International Corporation and The Children's Trust and, to renew licenses with multiple IT vendors for software and hardware maintenance and support, in a total amount not to exceed \$108,347.00 for a term of 12 months commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 20-0. This resolution will be amended to correct the error in the budget impact section.**

Resolution 2018-80: Motion to approve the resolution was made by Dr. Susan Neimand and seconded by Rep. Nicholas Duran. Authorization to renew software services with multiple IT vendors in a total amount not to exceed \$789,094.00 for a term of 12 months, commencing October 1, 2018 and ending September 30, 2019. **Motion passed unanimously, 20-0. This resolution will be amended to correct the error in the budget impact section.**

Program Services & Childhood Health Committee Report

Resolution 2018-81: Motion to approve the resolution was made by Judge Orlando Prescott and seconded by Marissa Leichter. Authorization to negotiate and execute a match funding/funder collaboration contract with Miami Homes For All, Inc., with two possible renewals to support partnerships to end youth homelessness in Miami-Dade County, in a total amount not to exceed \$100,000.00 for a term of 12 months commencing, July 1, 2018 and ending June 30, 2019. **Motion passed unanimously, 20-0.**

Resolution 2018-82: Motion to approve the resolution was made by Steve Hope and seconded by Dr. Daniel Bagner. Authorization to negotiate and execute a one-year contract with Miami-Dade County Department of Cultural Affairs, for a local funding match for cultural arts programs in a total amount not to exceed \$1,245,328.00, commencing October 1, 2018 and ending September 30, 2019. **Motion passed unanimously, 20-0.**

Meeting adjourned at 5:38 p.m.



**Board of Directors Meeting Summary
July 9, 2018
4:06 p.m.**

These actions were taken by The Children's Trust July 9, 2018:

Motion to authorize and send a letter addressed to the Secretary of Homeland Security outlining our concern about the separation of children from their parents as long as we maintain a position of neutrality on political issues was made by Rep. Nicholas Duran and seconded by Dr. Daniel Bagner. Motion passed, 21-3. Opposed by Nelson Hincapie, Hon. Isaac Salver, and Dr. Marta Pérez.

June 18, 2018 Board of Directors summary minutes was rescheduled for approval at the next scheduled board of directors meeting.

First motion to approve the proposed millage rate for FY 2018-19 of .4415 mills, which is the equivalent of \$.4415 per \$1,000 of property tax value in Miami-Dade County was made by Isaac Salver and seconded by Mindy Grimes-Festge. Motion passed, 24-0. Motion to reconsider the resolution was made by Roderster Brandon and seconded by Nelson Hincapie. Motion passed, 23-0. Judge Prescott abstained. Final motion was made by Isaac Salver and seconded by Mindy Grimes-Festge. Motion passed, 23-0. Judge Prescott abstained.

Motion to approve the proposed budget for FY 2018-19 presented by staff including estimates of \$122,613,872 of tax revenues, \$164,337,112 of expenditures and a projected ending fund balance of \$39,657,971 was made by Rep. Nicholas Duran and seconded by Nancy Lawther. Motion passed unanimously, 24-0.

Finance & Operations Committee Report

Resolution 2018-79 (Amended): Motion to approve the resolution was made by Mary Donworth and seconded by Rep. Nicholas Duran. Resolution #2018-79, which was approved by the Board of Directors on June 18, 2018, included an error on the budget impact section. This resolution seeks to correct the budget impact language to reflect the amount stated is projected to be available instead of allocated in FY 2018-19.

Authorization to retroactively ratify the agreement with SHI International Corporation and The Children's Trust and, to renew licenses with multiple IT vendors for software and hardware maintenance and support, in a total amount not to exceed \$108,347.00 for a term of 12 months commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-80 (Amended): Motion to approve the resolution was made by Pamela Hollingsworth and seconded by Dr. Marta Pérez. Resolution #2018-80, which was approved by the Board of Directors on June 18, 2018, included an error on the budget impact section. This resolution seeks to correct the budget impact language to reflect the amount stated is projected to be available instead of allocated in FY 2018-19.

Authorization to renew software services with multiple IT vendors in a total amount not to exceed \$789,094.00 for a term of 12 months, commencing October 1, 2018 and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-83: Motion to approve the resolution was made by Mark Trowbridge and seconded by Hon. Isaac Salver. Authorization to negotiate and execute a contract with Marcum LLP for financial auditing services of The Children’s Trust, in a total amount not to exceed \$26,250.00, commencing August 1, 2018 and ending July 31, 2019, with four possible 12-month renewals. **Motion passed unanimously, 24-0.**

Resolution 2018-84: Motion to approve the resolution was made by Rep. Nicholas Duran and seconded by Nancy Lawther. Authorization for the expenditure of up to \$8,000.00, in addition to the \$23,000.00 that has already been expended, in a total amount not to exceed \$31,000.00 in FY 2017-18, with Konica Minolta Business Solutions U.S.A., Inc. for comprehensive management of print services. **Motion passed unanimously, 24-0.**

Resolution 2018-85: Motion to approve the resolution was made by Pamela Hollingsworth and seconded by Mindy Grimes-Festge. Authorization to retroactively ratify the agreement with TM Telcomm Corp. for voice over IP (VoIP) telephone and internet services pursuant to a service order agreement and to authorize fiscal year 2018-19 expenditures, subject to available funding, in a total amount not to exceed \$95,000.00 for a term of 12 months, commencing October 1, 2018 and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-86: Motion to approve the resolution was made by Mark Trowbridge and seconded by Nelson Hincapie. Authorization to enter into a third and final-year agreement with Wow Factor Marketing Group, Inc., an agency selected from the 2016-2019 vendor pool for media buying services and market research, in a total amount not to exceed \$1,131,000.00, inclusive of \$961,350.00 to purchase media, and \$169,650.00 in agency fees and market research for a term of 12 months, commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-87: Motion to approve the resolution was made by Dr. Susan Neimand and seconded by Hon. Isaac Salver. Authorization to enter into a third and final-year agreement with Imaginart Media Productions, LLC, an agency selected from the 2016-2019 vendor pool for community outreach and media buying targeting the Creole-speaking Haitian community in Miami-Dade County; administration and oversight of The Children’s Trust’s leased Yellow Box displays; and English-Creole translation services, in a total amount not to exceed \$156,215.00 for a term of 12 months commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-88: Motion to approve the resolution was made by Rep. Nicholas Duran and seconded by Nelson Hincapie. Authorization to enter into a third and final-year agreement with Armstrong Creative Consulting Inc., an agency selected from the 2016-2019 vendor pool for urban media buying and community outreach targeting the African-American, faith-based community in Miami-Dade County, in a total amount not to exceed \$148,785.00 for a term of 12 months commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-89: Motion to approve the resolution was made by Rodester Brandon and seconded by Pamela Hollingsworth. Authorization to enter into a third and final-year agreement with Madison South, LLC, an agency selected from the 2016-2019 vendor pool for the purpose of providing graphic design services, in a total amount not to exceed \$40,000.00 for a term of 12 months commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-90: Motion to approve the resolution was made by Nelson Hincapie and seconded by Karen Weller. Authorization to enter into a third and final-year agreement with the M Network Inc., an agency selected from the 2016-2019 vendor pool for creative advertising production services, off-site Miami Heart Gallery project management, and select public relations projects, in a total amount not to exceed \$268,000.00. for a term of 12 months, commencing October 1, 2018, and ending on September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-91: Motion to approve the resolution was made by Mary Donworth and seconded by Pamela Hollingsworth. Authorization for a procurement waiver from a formal competitive solicitation to expend monies paid to the Miami Herald Publishing Co. for The Children's Trust's advertisements related to funding announcements, activities, initiatives, events and programs, and 2019 Silver Knight sponsorship, in a total amount not to exceed \$100,000.00 for a term of 12 months commencing, October 1, 2018, and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-92: Motion to approve the resolution was made by Tiombe Bisa Kendrick-Dunn and seconded by Karen Weller. Authorization to enter into a third and final-year agreement with Palley Promotes Inc., an agency selected from the 2016-2019 vendor pool for public relations services, in a total amount not to exceed \$36,000.00 for a term of 12 months commencing, October 1, 2018 and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-93: Motion to approve the resolution was made by Rodester Brandon and seconded by Dr. Susan Neimand. Authorization to retroactively ratify the purchase agreement with Linda S. Weston dba Ahead Advertising Specialties to add \$2,100.00 to the \$50,000.00 that has already been allocated, for a new total amount not to exceed \$52,100.00 in FY 2017-18 for Trust-branded promotional items. **Motion passed unanimously, 24-0.**

Program Services & Childhood Health Committee Report

Resolution 2018-94: Motion to approve the resolution was made by Dr. Daniel Bagner and seconded by Steve Hope. Authorization to negotiate and execute a contract with CCDH, Inc. d/b/a The Advocacy Network on Disabilities for program and professional development support services for Children's Trust providers and staff in a total amount not to exceed \$788,000.00, for a term of 12 months, commencing August 1, 2018 and ending July 31, 2019, with four remaining 12-month renewals. **Motion passed unanimously, 24-0.**

Resolution 2018-95: Motion to approve the resolution was made by Steve Hope and seconded by Rodester Brandon. Authorization to negotiate and execute a contract with Nova Southeastern University, Inc. for program and professional development support services for The Children's Trust's providers and staff in a total amount not to exceed \$661,676.00, for a term of 12 months, commencing August 1, 2018 and ending July 31, 2019, with four remaining 12-month renewals. **Motion passed unanimously, 24-0.**

Resolution 2018-96: Motion to approve the resolution was made by Dr. Susan Neimand and seconded by Steve Hope. Authorization to negotiate and execute a contract with The Children's Forum for the management of the Early Learning Career Center and scholarships, in a total amount not to exceed \$600,000.00 and, to encumber a purchase order for scholarships in a total amount not to exceed \$1,000,000.00, for a term of 12 months, commencing August 1, 2018 and ending July 31, 2019, with four remaining 12-month renewals. **Motion passed unanimously, 24-0.**

Resolution 2018-97: Motion to approve the resolution was made by Dr. Daniel Bagner and seconded by Karen Weller. Authorization to negotiate and execute a contract with University of Miami Miller School of Medicine for comprehensive early intervention services for children with mild developmental delays who do not meet eligibility requirements for the Individuals with Disabilities Education Act (IDEA) parts B or C, in a total amount not to exceed \$1,300,000.00, for a term of 12 months, commencing August 1, 2018 and ending July 31, 2019, with four remaining 12-month renewals. **Motion passed unanimously, 24-0.**

Resolution 2018-98: Motion to approve the resolution was made by Steve Hope and seconded by Dr. Daniel Bagner. Authorization to negotiate and execute a contract with Miami Dade College for the Read to Learn Books for Free program, in a total amount not to exceed \$400,000.00, for a term of 12-months, commencing August 1, 2018 and ending July 31, 2019, with four remaining 12-month terms for renewals. **Motion passed, 23-0. Recusal by Dr. Susan Neimand**

Resolution 2018-99: Motion to approve the resolution was made by Steve Hope and seconded by Dr. Daniel Bagner. Authorization for a procurement waiver of the funding limits for training and professional development services to provide evidence-based model training with the Parenting, Early Childhood and Youth Development initiative providers and their staff, in a total amount not to exceed \$247,000.00 for training occurring between August 1, 2018 and July 31, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-100: Motion to approve the resolution was made by Steve Hope and seconded by Karen Weller. Authorization to negotiate and execute a fourth-year match funding/funder collaboration contract with Miami Children's Initiative for infrastructure support, in a total amount not to exceed \$235,000.00 for a term of 12 months, commencing October 1, 2018 and ending September 30, 2019. **Motion passed unanimously, 24-0.**

Resolution 2018-101: Motion to approve the resolution was made by Steve Hope and seconded by Nancy Lawther. Authorization to accept a \$174,100.00 contribution from Miami Beach Chamber Foundation, the fiscal agent for the City of Miami Beach and neighboring municipalities and, to negotiate and execute a third contract renewal with Borinquen Medical Health Center, a funded school health provider, to provide behavioral health enhancements in all eight Miami Beach public schools at a cost equal to the same dollar amount for a term of nine months, commencing October 1, 2018 and ending June 30, 2019. **Motion passed unanimously, 24-0.**

Meeting adjourned at 6:06 p.m.

The Children's Trust Board Meeting

Date: September 4, 2018

Resolution: 2007-60 (AMENDED)

Strategic Plan Priority Investment Area: Operations

Recommended Action: This resolution seeks to amend Resolution #2007-60 (Attachment A), approved by the Board of Directors on May 7, 2007, relating to the President/CEO's discretionary spending authority for funding requests under \$25,000.00, to replace the monthly restriction of \$100,000.00 with the equivalent yearly spending cap on the authority of the President/CEO for such expenditures. The procurement policy will be revised to reflect this amendment.

Budget Impact: No budget impact since funds contracted are for expenditures included in the approved operating budget.

Background:

In accordance with Resolution 2007-60 (Attachment A), Section 2000, part C of the current Procurement Policy adopted by the Board of Directors on December 7, 2017 authorizes the President/CEO to approve the purchase of goods and services and direct community services from a single vendor amounting to less than \$25,000.00 in a fiscal year, and provides that such purchases shall not exceed a total of \$100,000.00 per calendar month in total across multiple vendors. Such expenditures shall be presented, at a minimum, in quarterly reports to the Board.

Current Status:

Each month The Children's Trust receives unsolicited requests for funds via email or letter. Staff follows the process outlined in Section 2006 of the Procurement Policy in responding to these requests. If approved for any amount under \$25,000.00, staff documents these approvals and creates a report to be submitted to the Board on a quarterly basis. Approximately \$1,200,000.00 per year for funding is approved by the President/CEO through the referenced Procurement Policy. Due to the higher volume of funding requests received by The Children's Trust during the summer months, the President/CEO desires more flexibility in approving these requests for funding and to not be limited by the current restriction of \$100,000.00 per calendar month. The yearly spending cap of \$1,200,000.00 will be adhered to along with quarterly reports submitted to the Board.

Recommended Action:

It is recommended that the Board amend Resolution #2007-60 to remove the \$100,000.00 per calendar month cap on the President/CEO's discretionary expenditures and, instead, prospectively authorize and approve a funding allocation for this purpose in an amount not to exceed \$1,200,000.00 per fiscal year beginning October 1, 2018. No further changes to Resolution #2007-60 will be made. Individual funding requests remain capped at \$25,000.00, and the President/CEO will continue to provide quarterly reports to the Board of all expenditures. Funds approved by the Board for this allocation will not roll-over into the next Trust fiscal year quarter, but will be maintained in The Trust's general fund.

RESOLUTION NO. 2007-60, AMENDED SEPTEMBER 4, 2018¹

AUTHORIZE AND APPROVE A FUNDING ALLOCATION IN AN AMOUNT NOT TO EXCEED ~~\$100,000~~\$1,200,000.00 PER CALENDAR MONTH FOR EACH QUARTER OF THE TRUST'S FISCAL YEAR, ~~RETROACTIVELY BEGINNING APRIL 1, 2007~~ OCTOBER 1, 2018, AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE GRANTS/CONTRACTS FOR FUNDING REQUESTS UNDER \$25,000.00, WITH QUARTERLY REPORTS TO THE BOARD OF ALL EXPENDITURES.

WHEREAS, by prior action the Board approved the President/CEO to have the authority to contract for professional services for \$25,000.00 or less; and

WHEREAS, The Trust with prior Board approval has greatly increased the number and type of competitive and non-competitive funding opportunities, other than for professional services, to further promote its guiding principles of strengthening families and seeking ways for all children to achieve their fullest potential; and

WHEREAS, this expansion of services has led to an increased demand for Trust funding for training programs, events, public awareness activities, direct community services and for contract amendments within the scope of previously approved resolutions from the Board, as set forth in the attached narrative incorporated by reference herein (Attachment A) and above; and

WHEREAS, each month The Trust receives numerous requests for funding that fall within the various categories described above and in the narrative; and

WHEREAS, the majority of these funding requests are for an amount less than \$25,000.00, and approximately \$1,200,000.00~~\$100,000~~ per ~~month~~ fiscal year for funding these requests is approved by the President/CEO through the Trust procurement policy; and

¹ Changes to the original resolution are reflected through strikethroughs and underlines.

WHEREAS, the President/CEO desires greater accountability of these funding requests as set forth in the attached narrative incorporated by reference herein, as well as greater flexibility in responding to funding requests which vary in volume throughout the year; and

WHEREAS, Trust staff recommends that the Board ~~prospectively~~ authorize and approve a funding allocation in an amount not to exceed ~~\$100,000~~ \$1,200,000.00 per ~~calendar month for each quarter of The Trust's fiscal year, retroactively beginning April 1, 2007~~ October 1, 2018, and recommends the Board ~~further~~ continue to authorize the President/CEO to negotiate and execute grants/contracts for such funding requests under \$25,000.00, with quarterly reports to the Board of all expenditures, with approved funds for this allocation not rolling-over into the next Trust fiscal year quarter; and

WHEREAS, the Board is in agreement with the recommendations set forth in the attached narrative incorporated herein and above;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S TRUST, MIAMI-DADE COUNTY, FLORIDA that this Board authorize and approve a continuing funding allocation in an amount not to exceed ~~\$100,000~~ \$1,200,000.00 per ~~calendar month for each quarter of The Trust's fiscal year, retroactively beginning April 1, 2007~~ October 1, 2018, and further authorizes the President/CEO to negotiate and execute grants/contracts for funding requests under \$25,000.00, in the areas set forth above and in the attached narrative, with the provision of quarterly reports to the Board of all expenditures, as described in the narrative, subject to approval for legal sufficiency and form.

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 4th day of September 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney for form and legal sufficiency _____

Attachment A



Board Meeting

Date: May 7, 2007

Resolution: 2007-60

Action Requested: Authorization and approval of funding in an amount not to exceed \$100,000 per month, for each quarter of The Trust's fiscal year, retroactively beginning April 1, 2007 and authorization for the President/CEO to negotiate and execute grants/contracts for funding requests under \$25,000, providing quarterly reports to the Board of all expenditures.

Issue: Establish greater accountability for funding requests under \$25,000. Approximately \$100,000 per month for funding is approved by the President/CEO through The Trust's procurement policy. The President/CEO desires greater accountability of these funding requests.

Budget Impact: No budget impact since funds contracted are for expenditures included in the approved operating budget.

Background:

Section II, Paragraph E., of the current procurement policy adopted by the Procurement Committee on May 15, 2005 authorizes the President/CEO to "contract for professional services for \$25,000 or less to complete projects or activities authorized or approved by the Board. Potential services to be managed through contractual relationships may include but are not limited to administrative/fiscal contract reviews, payroll, training/capacity building, requests for proposal development, evaluations, research revenue maximization and administrative services."

Since Board adoption of the referenced policy The Trust has expanded the number of new funding opportunities, competitive and non-competitive, to nine separate categories: advocacy, training including child care workers, research and innovation, events, community outreach, leverage and match, public awareness, natural disasters, and program promotion. This expansion has led to an increased demand for Trust funding for training programs, events, public awareness activities, and for contract amendments within the scope of previously approved resolutions from the Board. The majority of these funding requests are for an amount less than \$25,000.

Current Status:

Each month The Trust receives numerous requests for funding that fall within the various categories described above. Approximately \$100,000 per month for funding is approved by the President/CEO through the referenced procurement policy. The President/CEO desires greater accountability of these funding requests.

Recommended Action:

It is recommended that the Board prospectively authorize and approve a funding allocation in an amount not to exceed \$100,000 per calendar month for each quarter of The Trusts' fiscal year, retroactively beginning April 1, 2007, and authorize the President/CEO to negotiate and execute grants/contracts for funding requests under \$25,000, with quarterly reports to the Board of all expenditures. Funds approved by the Board for this allocation will not roll-over into the next Trust FY quarter, but will be maintained in The Trust's general fund.

RESOLUTION NO. 2007-60

AUTHORIZE AND APPROVE A FUNDING ALLOCATION IN AN AMOUNT NOT TO EXCEED \$100,000 PER CALENDAR MONTH FOR EACH QUARTER OF THE TRUST'S FISCAL YEAR, RETROACTIVELY BEGINNING APRIL 1, 2007, AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE GRANTS/CONTRACTS FOR FUNDING REQUESTS UNDER \$25,000, WITH QUARTERLY REPORTS TO THE BOARD OF ALL EXPENDITURES.

WHEREAS, by prior action the Board approved the President/CEO to have the authority to contract for professional services for \$25,000 or less; and

WHEREAS, The Trust with prior Board approval has greatly increased the number and type of competitive and non-competitive funding opportunities, other than for professional services, to further promote its guiding principles of strengthening families and seeking ways for all children to achieve their fullest potential; and

WHEREAS, this expansion of services has led to an increased demand for Trust funding for training programs, events, public awareness activities, and for contract amendments within the scope of previously approved resolutions from the Board, as set forth in the attached narrative incorporated by reference herein; and

WHEREAS, each month The Trust receives numerous requests for funding that fall within the various categories described in the narrative; and

WHEREAS, the majority of these funding requests are for an amount less than \$25,000, and approximately \$100,000 per month for funding these requests is approved by the President/CEO through the Trust procurement policy; and

WHEREAS, the President/CEO desires greater accountability of these funding requests as set forth in the attached narrative incorporated by reference herein; and

WHEREAS, Trust staff recommends that the Board prospectively authorize and approve a funding allocation in an amount not to exceed \$100,000 per calendar month for each quarter of The Trust's fiscal year, retroactively beginning April 1,

2007, and recommends the Board further authorize the President/CEO to negotiate and execute grants/contracts for such funding requests under \$25,000, with quarterly reports to the Board of all expenditures, with approved funds for this allocation not rolling-over into the next Trust fiscal year quarter; and

WHEREAS, the Board is in agreement with the recommendations set forth in the attached narrative incorporated herein;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S TRUST, MIAMI-DADE COUNTY, FLORIDA that this Board authorize and approve a continuing funding allocation in an amount not to exceed \$100,000 per calendar month for each quarter of The Trust's fiscal year, retroactively beginning April 1, 2007, and further authorizes the President/CEO to negotiate and execute grants/contracts for funding requests under \$25,000, in the areas set forth in the attached narrative, with the provision of quarterly reports to the Board of all expenditures, as described in the narrative, subject to approval for legal sufficiency and form.

The foregoing recommendation was offered by **Gerald Schwartz** who moved its approval. The motion was seconded by **Dr. Jose Vicente** and upon being put to a vote, the vote was as follows: **22/0/0**

The vote was recorded as in the attached roll call sheet.

The Chairperson thereupon declared the motion was adopted and passed and this **7th Day of May 2007**.

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney as to form and legal sufficiency.

The Children's Trust Board Meeting

Date: September 4, 2018

Resolution: 2018-102

Strategic Plan Priority Investment Area: Community Engagement and Advocacy

Strategic Plan Headline Community Result(s): Cross-funder collaboration of goals, strategies and resources.

Recommended Action: Authorization to negotiate and execute a twelfth-year match renewal with The United Way of Miami-Dade County, Inc., as the fiscal agent for the Community Based Care Alliance of Miami-Dade County (CBC Alliance), in a total amount not to exceed \$64,000.00, for a term of 12 months, commencing October 1, 2018 and ending September 30, 2019.

Budget Impact: Funding in the amount of \$64,000.00 is projected to be available in FY 2018-19.

Description of Services:

Since August 2007, The Children's Trust has provided annual funding to the Community Based Care Alliance of Miami-Dade County (CBC Alliance) to defray staff and operational costs. If approved, this would be the twelfth such contract with the United Way serving as fiscal agent for the CBC Alliance. Funding for one staff position and operating costs allows the CBC Alliance board and its subcommittee work groups to function adequately to advocate, monitor, evaluate and propose improvements to the child welfare system. Recommendations by the CBC Alliance help to improve the well-being of children in the foster care system and promote the integration of privatized foster care with other social services programs, including The Children's Trust's direct services programs.

Of the \$64,000.00 invested by The Children's Trust, \$55,000.00 supports the CBC Alliance director position and operating costs. In addition, \$9,000.00 of The Children's Trust grant will support the CBC Alliance 13 Annual Regional Child Welfare Conference.

The CBC Alliance director is responsible for the day-to-day operations of the CBC Alliance, the implementation of its mission, goals and responsibilities, and provides administrative guidance to the Alliance and the Chair or his/her designee, in addition to the following activities:

- organizing and attending monthly CBC Alliance meetings;
- preparing and disseminating minutes from all committee meetings and a summary of all full board meeting minutes;
- conducting follow-up activities after all full board and committee meetings;
- participating in child welfare system and community meetings and events as the CBC Alliance representative;
- facilitating meetings and ensuring action plans are developed and completed for board-driven priorities and projects;
- engaging in regular communication with the CBC Alliance related to community events and advocacy opportunities;
- overseeing all operational issues with respect to the CBC Alliance; and
- engaging in activities related to ongoing projects of the CBC Alliance.

The 13th Annual Regional Child Welfare Conference is a one-day event for county-wide community partners. It offers coordinated, evidence-based training that supports improved services for children and their families. This year's theme is "It Begins With You: Empowerment to Make A Difference". Speakers include Senator Renee Garcia, Allison Golden Psy.D, and David Lawrence Jr.

As the fiscal agent, the United Way of Miami-Dade County, Inc., has agreed to continue coordinating the payment for the staff position, using the funds from this contract together with the funding commitments from other agencies.

Background: This funding is in accordance with the procurement policy, section 2007 Match Funding. This policy allows for allocation of funds that are defined as "funds received from a source other than The Children's Trust to increase community financial resources and expand quality programs for children, youth and families living in Miami-Dade County". In addition to the funding from The Children's Trust the following agencies will be contributing to the staff position and operating expenses of the CBC Alliance:

The Department of Children and Families (\$11,796.00 in-kind)
The Ware Foundation (\$17,555.00)
Voices for Children Foundation, Inc. (\$1,200.00)
The Early Learning Coalition of Miami-Dade/Monroe (\$13,750.00)
Our Kids of Miami-Dade/Monroe (\$1,500.00)
Domestic Violence Initiative (\$9,340.78)

The CBC Alliance was established under Section 20.19(6), Florida Statutes, to carry out the mission of providing a local community presence to guide the development of community-based care for child welfare in Miami-Dade County. While the CBC Alliance is statutorily created, it has always been the responsibility of local stakeholders to establish it as a functional body that promotes the interests of children and families associated with the child welfare system.

The CBC Alliance is composed, by law, of mandatory representatives, and includes several members through expansion, so that at any given time the body consists of over 20 participating members. The Children's Trust is a mandatory representative to the CBC Alliance, as the children's service council representative.

The mission of the CBC Alliance is to engage the community in advocating for a family centered, culturally competent, and outcomes-driven system of care that enhances the safety, permanency and well-being of children and families. In the child welfare system, the CBC Alliance has focused on: (1) redesigning the system of care for children in or diverted from the juvenile dependency system; (2) serving as the lead advocate for implementation of research-based best practices for the provision of services to dependent and other children in some manner associated with the child welfare system, including the advent of "structured decision-making" in the child welfare system; (3) advocating for additional funding for traditionally state-operated social services components; and, (4) maintaining an open community forum for addressing the challenges associated with the unfolding community-based (privatized) system of care for dependent children and for continuing improvement of that privatized system.

In addition to the activities listed above, the CBC Alliance:

- conducted the Annual Regional Child Welfare Conference;
- actively participated with the Florida Department of Health, Kristi House, Our Kids, Full Case Management Agencies, and Florida International University through the Teen Sexual Health Workgroups;
- launched a three module Training initiative through the Teen Sexual Health

Workgroups on Teen Sexual Health, Case Management, and the LGBTQ community with the help of Our Kids and the YES Institute;

- facilitated communications through collaborative meetings between multiple Foster Parent Associations, Community Partners, DCF, CLS and OurKids;
- actively participated and facilitated the Visitation and Transportation Quality Improvement Workgroup involving collaborative partnerships with Full Case Management Agencies, Judiciary, Florida Foster Parent Association, Early Learning Coalition, Our Kids of Miami-Dade/Monroe County, and Guardian Ad Litem program. This workgroup is an ongoing initiative to create new visitation parenting centers across Miami-Dade County.
- participated in the System of Care Committee: Mapping Evidence Based Services in Miami-Dade County, developing solutions for a higher level of care within the Child Welfare System.
- participated in Collaborative Domestic Violence Awareness Campaign;
- revisited the Dependency "Bench Book" to strategically plan effective ways to continue implementation of visitation through the reunification process in child welfare;
- launched the new CBC Alliance website;
- developed the Dependency Provider's Workgroup and collaborated with South Florida Behavioral Health Network and their providers to implement a system that bridges the gap of communication between the court and the provider. Solutions managing reports being translated to all parties within a case were discussed and implemented to obtain a better outcome for our Child Welfare System;
- participated and Hosted the First Annual Statewide Community Based Care Alliance Workgroup Meeting held at the 2018 DCF Child Protection Summit;
- participated with OurKids and The National Resource Center for Diligent Recruitment in assisting to develop a comprehensive targeted recruitment program implementing effective retention practices. Provided their input on the recruitment, development, and support of foster families; and
- conducted the CBC Alliance-Guardian ad Litem Training Series.

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 4th day of September, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: September 4, 2018

Resolution: 2018-103

Strategic Plan Priority Investment Area: Community Awareness and Advocacy – Promote citizen engagement and leadership; Public awareness and program promotion; Cross-funder collaboration of goals, strategies and resources.

Strategic Plan Headline Community Result(s): Children are supported by nurturing and involved parents; Students are succeeding academically; Children behave appropriately in schools, home and community; Youth successfully transition to adulthood.

Recommended Action: Authorization to expend up to \$50,000.00 for Community Engagement Team support services in the Haitian Community with Hermantin Consulting, LLC., for 12 months, commencing October 1, 2018 and ending September 30, 2019.

Budget Impact: Funding in the amount of \$50,000.00 is projected to be available in FY 2018-19.

Background: The Children's Trust Community Engagement team was established in 2015 to support the core value of the existing strategic plan for The Children's Trust to "See youth and families as change agents, in addition to program participants". Its mission is to listen, connect and engage individuals and agencies to support positive community change. The team is comprised of four community-based staff who are assigned to the four designated quadrants of Miami-Dade County (North, South, Central, and Northeast) and serves to promote the mission and vision of The Children's Trust by collaborating with community stakeholders. The role of the community liaison is to provide essential supports in pursuit of this endeavor.

In accordance with the procurement policy, section 2000-E, General Purchasing and Procurement Policy – Purchase of Good and Services greater than \$5,000 and up to \$50,000, quotes were solicited for the announced opportunity. Three independent consultants responded and expressed interest by submitting their qualifications and a proposal. Staff reviewed the responses based on the following criterion:

- submission completeness;
- the relevant professional qualifications and demonstrable related experience;
- the proposed scope of work;
- the proposed fee for the services;
- the professional references provided; and
- a written summary of activities and outcomes/accomplishments related to community engagement conducted in the Haitian-American community.

Of the quotes received, Hermantin Consulting LLC. was the highest-ranking and demonstrated the most experience providing the services requested. Leonie Hermantin is the primary

operator of Hermantin Consulting, LLC. The Children's Trust first contracted with Ms. Hermantin in May 2015 to help expand and enhance the overall capacity of the Community Engagement team. Since then, she has been working with the Haitian-American community in Miami-Dade County on The Trust's behalf and has successfully supported the team's mission, focus and reach.

Description of Services: Using her professional and academic expertise, Ms. Hermantin will continue to help the Haitian-American community design and implement culturally sensitive community-driven projects and plans focused on improving neighborhood conditions and building capacity, with the intent of improving communal environmental factors for youth development. Such growth and capacity development will be demonstrated as community members lead efforts to address communal risk and protective factors. Ms. Hermantin has demonstrated great results leading this effort. During the solicitations process, Ms. Hermantin led the strategy to ensure that organizations serving the Haitian community were engaged in the process. Many of the agencies either applied for funding directly or partnered with an organization who applied. As a result, The Children's Trust increased the number of sites serving the Haitian community by over 150%.

Over the next year, Ms. Hermantin will develop and maintain a list of specific community engagement projects and steps to demonstrate her impact and contributions to the mission of The Children's Trust and the goals of the Community Engagement team. These projects will be tracked and reported as activities, planning meetings, existing/needed resource assessment, and overall outcomes.

Ms. Hermantin's principal responsibilities will be to:

- facilitate and participate in meetings with individuals, community organizations, professional groups, neighborhood groups, faith-based groups, corporations and others to promote an understanding of community needs;
- promote and raise awareness of The Children's Trust program investments;
- serve as a liaison between The Children's Trust and the Haitian-American and North Miami/Northeast Miami-Dade quadrant;
- facilitate listening sessions and provide support for youth involvement forums;
- convene community/resident leaders to solicit cultural understanding for community issues, needs, and priorities;
- work with community groups/collaborations to facilitate the development and execution of resident plans and projects;
- remain informed of data-driven community information, demographic characteristics, growth patterns, projected municipal and community plans and other information affecting children and families;
- jointly plan and participate in the development of community-based special events;
- assist in the planning and development of new community programs and in the expansion of existing programs based on community priorities and data demonstrated needs;
- engage in organized youth violence prevention efforts led by the community;
- develop, maintain and implement a community engagement action plan;
- prepare reports of findings, conclusions and recommendations to provide guidance for improved programmatic, community outreach and engagement investments; and
- perform other duties at the request of The Children's Trust.

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 4th day of September, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney for form and legal sufficiency _____

Board of Directors meeting October 2017 - September 2018

A = Absent; **X** = Present **Grey Shaded area** = Inactive;
D = Designee Attended (Non-Voting); **E** = Excused Absence

Qty	Board Member	2017					2018					Absent	Present	Excused	Inactive/ Pending Mtgs.	Designee	
		Oct. 16	Nov. 14	Jan. 16	Feb. 12	Mar. 12	Apr. 16	May 29	Jun 18	July 9	Sept. (Trim I) 18						Sept. (Trim II) 24
1	Dr. Daniel Bagner	X	X	A	X	X	A	X	X	X			2	7	0	2	0
2	Dr. Miguel Balsera	A	X	X	X	X	X	A	A	X			3	6	0	2	0
3	Rodester Brandon	A	X	X	A	X	X	X	A	X			3	6	0	2	0
4	Dr. Magaly C. Abrahante	X	A	A	X	A	E	X	X	A			4	4	1	2	0
5	Lileana de Moya	X	X	X	X	X	X	A	X	X			1	8	0	2	0
6	Mary Donworth					X	X	X	X	X					0		
7	Rep. Nicholas Duran	X	A	A	A	X	X	X	X	X			3	6	0	2	0
8	Dr. Antonia Eyssallenne	X	A	X	E	X	X	A	A	X			3	5	1	2	0
9	Gilda Ferradaz	A	X	X	X	X	A	X	X	X			2	7	0	2	0
10	Alvin Gainey	A	X	A	X	A	X	X					3	4	0	4	0
11	Claudia Grillo	X	X	A	X								1	3	0	7	0
12	Mindy Grimes-Festge	A	X	X	X	X	X	X	A	X			2	7	0	2	0
13	Nelson Hincapie	X	A	X	X	X	X	X	X	X			1	8	0	2	0
14	Kenneth C. Hoffman	X	X	X	X	X	X	X	A	A			2	7	0	2	0
15	Pamela Hollingsworth	E	A	X	X	X	A	X	X	X			2	6	1	2	0
16	Steve Hope	X	A	X	X	X	X	X	X	X			1	8	0	2	0
17	Esther Jacobo	A	X	X	X	A	X	X	A	A			4	5	0	2	0
18	Tiombe-Bisa Kendrick-Dunn	X	X	X	A	X	X	X	X	X			1	8	0	2	0
19	Carlos Gimenez (designee Inson Kim)	D	D	D	A	D	A	D	D	D			2	0	0	2	7
20	Marissa Leichter	X	A	X	X	X	X	A	X	X			2	7	0	2	0
21	Frank Manning		X	X	X	X	X	X	A	X			1	7	0	3	0
22	Dr. Susan Neimand	X	A	X	X	X	A	X	X	X			2	7	0	2	0

Board of Directors meeting October 2017 - September 2018

A = Absent; **X** = Present **Grey Shaded area** = Inactive;
D = Designee Attended (Non-Voting); **E**= Excused Absence

Qty	Board Member	2017					2018					Absent	Present	Excused	Inactive/ Pending Mtgs.	Designee	
		Oct. 16	Nov. 14	Jan. 16	Feb. 12	Mar. 12	Apr. 16	May 29	Jun 18	July 9	Sept. (Trim I) 18						Sept. (Trim II) 24
23	Laurie Weiss Nuell	X	X	X	X	X	X	X	X	X			0	9	0	2	0
24	Dr. Marta Pérez	X	X	X	X	X	X	X	X	X			0	9	0	2	0
25	Judge Orlando Prescott	X	X	X	X	X	X	A	X	X			1	8	0	2	0
26	Hon. Isaac Salver	A	A	A	X	A	A	X	X	X			5	4	0	2	0
27	Com. Xavier Suarez	X	X	A	X	A	X	X	A	A			4	5	0	2	0
28	Mark Trowbridge	X	X	A	X	X	X	X	X	X			1	8	0	2	0
29	David Turino	X	X	X	A	A	X	A	X	X			3	6	0	2	0
30	Karen Weller	X	X	X	X	X	X	A	X	X			1	8	0	2	0
	QUORUM (Present Members)	20	20	21	23	23	22	22	20	24	0	0					
	Absent	7	9	8	5	6	6	7	8	4	0	0					
	Excused	1	0	0	1	0	1	0	0	0	0	0					
	Inactive	0	0	0	0	0	0	0	0	0	0	0					
	Designee Attended	1	1	1	0	1	0	1	1	1	0	0					
	TOTAL	28	29	29	29	29	29	29	28	28	0	0					