Board of Directors Meeting
Tuesday, January 16, 2018
4:00 p.m.
Location:
United Way – Ansin Building
3250 SW 3rd Avenue
Miami, Florida 33129
Ryder Room
Board of Directors Meeting  
Tuesday, January 16, 2018  
3250 S.W. 3rd Avenue (Coral Way)  
United Way – Ryder Room  
4:00 p.m. – 6:00 p.m.

AGENDA

4:00 p.m.  Welcome and opening remarks
Laurie Weiss Nuell  
Chair

4:05 p.m.  Public comments

4:15 p.m.  End of year video
James R. Haj  
President/CEO

4:20 p.m.  Approval of November 14 & December 7, 2017  
Board of Directors minutes summary  
(Additional Items Packet) (Pgs. 4-6)
Claudia Grillo  
Secretary

4:25 p.m.  Program Services & Childhood Health Committee Report
Pamela Hollingsworth  
Committee Chair

Resolution 2018-31: Authorization to negotiate and execute third and final contract renewals with eight providers to deliver summer camp programs for elementary and middle school children in Miami-Dade County, each for a term of six months commencing March 1, 2018 and ending August 31, 2018, for a total annual amount not to exceed $1,851,599.00. (Pgs. 7-24)

Resolution 2018-32: Authorization to negotiate and execute a third and final contract renewal with Florida International University Board of Trustees, Center for Children and Families and to increase funding by $200,000.00 for reading enhancement services within summer and after-school programs for a term of 12 months commencing May 1, 2018 and ending April 30, 2019, for a new total amount not to exceed $882,168.00. (Pgs. 25-26)

Resolution 2018-33: Authorization to negotiate and execute a contract and memorandum of understanding for the second year of the truancy reduction component of Together for Children with Miami-Dade County, Miami-Dade County Public Schools, and the Foundation for New Education Initiatives, Inc., for a term of 18 months commencing February 1, 2018 and ending July 31, 2019, in an amount not to exceed $1,320,000.00 to support the program. (Pgs. 27-29)

Resolution 2018-34: Authorization to fund the University of Miami for a maximum amount of $150,000.00 to support one third of the costs of the pediatric mobile clinic. (Pgs. 30-31)

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 2018-35: Authorization to negotiate and execute contracts with the Early Learning Coalition of Miami-Dade/Monroe and the United Way of Miami-Dade for match funding for the federal Early Head Start-Child Care Partnership (EHS-CCP) grant in a total amount not to exceed $1,333,334.00, for a term of up to 16 months commencing April 1, 2018 and ending July 31, 2019. (Pgs. 32-33)

Resolution 2018-36: Authorization to execute a no-cost contract extension with the University of Miami for external evaluation services related to Quality Counts, for a term of 12 months, commencing January 1, 2018 and ending December 31, 2018. (Pgs. 34-35)

Resolution 2018-37: Authorization to expend up to $35,000.00 in addition to the $24,999.00 paid to Gina Austin Stuart, for IT test management services to support The Children's Trust in various technological efforts, over a term of seven months, commencing October 11, 2017 and ending May 31, 2018. (Pgs. 36-39)

5:50 p.m.  CEO Report

- Solicitation Update
- Media report
- Board attendance (Pgs. 40-41)
- Amendment Report

6:00 p.m.  Adjourn

Reminder:

Next Board of Directors Meeting: *Monday, February 12, 2018*
These actions were taken by The Children's Trust on November 14, 2017

Motion to approve the October 18, 2016, Board of Directors minutes was made by Mark Trowbridge and seconded by Alvin Gainey. Motion passed unanimously, 18-0.

Motion to approve the Budget Amendment for FY 2016-17 was made by Alvin Gainey and seconded by Claudia Grillo.

Finance & Operations Committee Report

Resolution 2018-21: Motion to approve the resolution was made by Lily de Moya and seconded by Dr. Marta Pérez. Authorization for the expenditure of up to $5,000.00 in addition to the $24,000.00 that has already been expended in a total amount not to exceed $29,000.00 in fiscal year 2016-17, with Konica Minolta Business Solutions U.S.A., Inc. to provide comprehensive management of print services. Motion passed unanimously, 18-0.

Resolution 2018-22: Motion to approve the resolution was made by Tiombe Bisa Kendrick-Dunn and seconded by Rodester Brandon. Authorization for sponsorship of the Florida International University (FIU) Center for Children and Families Miami International Child & Adolescent Mental Health (MICAMH) Conference, a state-of-the-art, evidence-based prevention and treatment interventions conference for mental health and educational problems in children and adolescents, to be held in Miami on February 21-23, 2018, inclusive of free admission for Trust affiliated providers, for an amount not to exceed $25,000.00. Motion passed, 17-0. Recusal by Dr. Daniel Bagner.

Resolution 2018-23: Motion to approve the resolution was made by Mindy Grimes-Festge and seconded by Alvin Gainey. Authorization to negotiate and execute a three year agreement with the Statewide SAMIS Management Committee commencing on October 1, 2017, and ending on September 30, 2020. Motion passed unanimously, 17-0.

Program Services & Childhood Health Committee Meeting Report

Resolution 2018-24: Motion to approve the resolution was made by Judge Orlando Prescott and seconded by Dr. Marta Pérez. Authorization to negotiate and execute contract renewals with eight early childhood providers, for high quality full day summer programs for children, from birth to age five, who receive academic school year services through the Individuals with Disabilities Education Act (IDEA) Part B or Part C in Miami-Dade County. Three providers are recommended for an increase in their funding amounts, each for a term of six months commencing March 1, 2018 and ending August 31, 2018, in a total contract amount not to exceed $1,610,643.00. Motion passed, 16-0. Recusal by Dr. Daniel Bagner.

Resolution 2018-25: Motion to approve the resolution was made by Dr. Daniel Bagner and seconded by Judge Orlando Prescott. Authorization to negotiate and execute a contract amendment with University of Miami Miller School of Medicine to increase funding in an amount not to exceed $85,000.00 to provide additional early intervention services for 50 children, commencing November 1, 2017 and ending July 31, 2018, in a new total contractual amount not to exceed $1,111,000.00. Motion passed unanimously, 17-0.
Resolution 2018-26: Motion to approve the resolution was made by Judge Orlando Prescott and seconded by Dr. Daniel Bagner. Authorization to negotiate and execute contract amendments with Miami Dade College and Miami Dade Family Learning Partnership, Read to Learn parenting providers to increase funding in an amount not to exceed $107,000.00 to provide additional early literacy services, commencing December 1, 2017 and ending July 31, 2018, in a new total amount not to exceed $624,664.00. Motion passed unanimously, 17-0.

Resolution 2018-27: Motion to approve the resolution was made by Alvin Gainey and seconded by Judge Orlando Prescott. Authorization to execute a no-cost contract extension with the University of Miami, Linda Ray Intervention Center for local funding (match) to a federal grant for child-parent clinical intervention services for families in the dependency system, for a term of six months, commencing January 1, 2018 and ending June 30, 2018. Motion passed unanimously, 17-0.

Resolution 2018-28: Motion to approve the resolution was made by Alvin Gainey and seconded by Mark Trowbridge. Authorization to execute no-cost extensions with four providers to continue their innovation projects for a term of three to six months in a total amount of $274,000.00 commencing December 1, 2017 and ending no later than May 31, 2018. Motion passed unanimously, 17-0.

Resolution 2018-29: Motion to approve the resolution was made by Judge Orlando Prescott and seconded by Mindy Grimes-Festge. Authorization to negotiate and execute a contract amendment with University of Miami – Department of Psychology to execute a subcontract with the Miami Children’s Initiative (MCI) in an amount not to exceed $11,000.00, to fund two staff that will work as part of the Early Childhood Research project, commencing October 1, 2017 and ending July 31, 2018. The total contract amount would not be affected. Motion passed unanimously, 17-0.

Resolution 2018-30: Motion to approve the resolution was made by Alvin Gainey and seconded by Judge Orlando Prescott. Authorization to negotiate and execute a contract with Third Sector New England in an amount not to exceed $78,750.00 for the continued implementation of an early care and education Shared Services Alliance in Liberty City, commencing November 1, 2017 and ending July 31, 2018. Motion passed unanimously, 17-0.

Meeting adjourned at 5:10 p.m.
This action was taken by The Children's Trust on December 7, 2017

Motion to approve the updates Procurement policy was made by Esther Jacobo and seconded by Dr. Miguel Balsera. Motion passed unanimously, 16-0

Meeting adjourned at 10:05 a.m.
The Children’s Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-31

**Strategic Plan Priority Investment Area:** Youth Development

**Strategic Plan Headline Community Result(s):** Students are succeeding academically; children meet recommended levels of physical activity and children behave appropriately in schools, homes and communities.

**Recommended Action:** Authorization to negotiate and execute third and final contract renewals with eight providers to deliver summer camp programs for elementary and middle school children in Miami-Dade County, each for a term of six months commencing March 1, 2018 and ending August 31, 2018, for a total annual amount not to exceed $1,851,599.00.

**Budget Impact:** Funding in the amount of $1,851,599.00 for this resolution is allocated for FY 2017-18.

**Description of services to be provided:** Summer camp programming is available for elementary and middle school children in inclusive and specialty disability programs. Inclusive programs are contracted to serve at least ten percent of children with disabilities.

Summer programs that include academic and other activities have the potential to close the achievement gap and improve academic and social outcomes for children who might not have access to educational, social, and cultural resources. All Trust-funded summer programs follow a structured design and offer comprehensive programming adapted to meet the needs of participants to maximize their potential. Each program provides literacy, physical fitness, life/social skills development, nutritious food and beverage, and family engagement. For the literacy component, differentiated instruction is provided using certified teachers to offer additional supports for frustrational readers. Enrichment activities vary across programs and may include STEM (science, technology, engineering and math), cultural arts, project-based learning and service learning.

These programs offer essential support services to working families by providing children with a safe, enriching place where learning opportunities occur during out-of-school time. The programs also support parents by providing another venue for participants to receive reinforcement of positive behaviors. Research has shown that summer learning is important to academic achievement. In particular, low-income youth suffer from loss of academic skills over the summertime. The losses accumulate over the years, contributing to an achievement gap that can make the difference between whether students set out on a path for college, post high school vocational education, or decide to drop out of high school. Summer programs that include an academic focus help children maintain and even improve their reading skills.

The summer programs operate during summer break five days a week (Monday–Friday), for a minimum of nine hours each day, for program duration of six to ten consecutive weeks.

**Background:** This resolution seeks to renew eight summer-only contracts for a total of $1,851,599.00.
<table>
<thead>
<tr>
<th>Agency</th>
<th>Contract Amount</th>
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<tbody>
<tr>
<td>Breakthrough Miami, Inc.</td>
<td>$336,891.00</td>
</tr>
<tr>
<td>Florida International University Board of Trustees – A Summer Program for Elementary Age Children at Risk for Serious Behavior Problems</td>
<td>$601,005.00</td>
</tr>
<tr>
<td>Greater Miami Youth Symphony of Dade County, Florida, Inc.</td>
<td>$129,769.00</td>
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<tr>
<td>Miami Bethany Community Services, Inc.</td>
<td>$ 74,981.00</td>
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<tr>
<td>Michael-Ann Russell Jewish Community Center, Inc.</td>
<td>$217,000.00</td>
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<tr>
<td>Shake A Leg Miami</td>
<td>$212,704.00</td>
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<tr>
<td>The Miami Lighthouse for the Blind and Visually Impaired, Inc.</td>
<td>$157,027.00</td>
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<tr>
<td>University of Miami/Nova Southeastern University – Center for Autism and Related Disabilities</td>
<td>$122,222.00</td>
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<tr>
<td></td>
<td><strong>$1,851,599.00</strong></td>
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**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** 16th day of January, 2018.

THE CHILDREN’S TRUST  
MIAMI-DADE COUNTY, FLORIDA

BY ________________________________

SECRETARY

Approved by County Attorney for form and legal sufficiency __________________________.
Program Description: Breakthrough Miami?s Summer Institute provides a rigorous six-week academic program to rising 5th through 8th graders, ages 9-13 at 4 sites. Motivated applicants must demonstrate risk factors associated with not finishing high-school on time or failing to enter college, including: eligibility for free/reduced lunch through the National School Lunch Program, single-family household, first generation to attend college, first language other than English, racial/ethnic minority. Breakthrough Miami recruits from/fosters relationships with more than 50 Title I public schools across Miami-Dade including: Opa-Locka, Miami Gardens, Hialeah, Liberty City, North Miami, Carol City, Richmond Heights, South Miami Heights, Homestead, Goulds, Leisure City, West Perrine, Naranja, Coconut Grove, Overtown, Little Havana, Little Haiti, Allapattah. The selected students commit to attending BTM Summer Institute full time and must take four academic classes and select from multiple enrichment electives. The cross-age peer mentoring imbedded in students-teaching-students provides individualized attention and positive role-models in addition to academic support while simultaneously shaping future educational leaders and teachers. College/high school students in the teaching internship (teaching fellows), and are closely supervised by experienced, credentialed educators. BTM?s Summer Institute builds academic, life/leadership skills and peer relationships that students need to thrive in rigorous programs, graduate high school and enter four-year colleges.

Program Sites: Ransom Everglades Middle School (2045 S. Bayshore Dr.); Carrollton School of the Sacred Heart (3747 Main Hwy); Miami Country Day School (601 NE 107th St.); Palmer Trinity School (7900 SW 176th St.)
**Agency:** Breakthrough Miami, Inc.  
**Fiscal Health**

<table>
<thead>
<tr>
<th>9/30/16</th>
<th>Is the provider on a Fiscal Performance Improvement Plan (PIP)?</th>
<th>No</th>
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There were no findings, concerning disclosures or questioned costs noted in the program-specific and audited financial statement report.

**Results Summary:**
The program excels in four of the five areas of evaluation. The provider has steadily improved and is working its way to achieve mastery in the area of Participant Outcomes.

**Growth Planning:**
The Growth Plan will be completed collaboratively with provider upon contract execution.
**Agency:** FIU Board of Trustees  
**Program Name:** YAS XX14-7562 FIU - Summer Program Children At-Risk for Serious Behavior Problems  
**Contract No.:** 1714-7562  
**Funding Amount:** $481,005.00

**Program Description:** The Summer Treatment Program (STP) at the Center for Children and Families at Florida International University is a comprehensive summer program for youth (ages 5-12) with, or at risk for, behavioral, emotional, and learning problems. The STP incorporates evidence-based treatments into a therapeutic summer day camp. Parents take an active role by participating in weekly parent training sessions, where they develop the skills needed to change their child's behavior in the home environment and to foster generalization of the child's therapeutic gains. Our program appears on the SAMHSA National Registry of Evidence-based Programs and Practices.

**Program Sites:** Paul Bell Middle School (11800 NW 2nd St.)
Is the provider on a Fiscal Performance Improvement Plan (PIP)?

There were no findings, concerning disclosures or questioned costs disclosed on the program-specific audit and audited financial statement reports.

Results Summary:

Provider met contractual expectations in nearly all areas. Physical fitness outcome attainment is challenging due to the short service delivery period. There were no findings noted during the administrative review. All service observations indicate that this is a quality program meeting the needs of children with emotional and behavioral disabilities and their families.

Growth Planning:

The Growth Plan will be completed collaboratively with provider upon contract execution.
**Agency:** Greater Miami Youth Symphony of Dade County, Florida, Inc.  
**Program Name:** YAS XX14-2170 Greater Miami Youth Symphony  
**Contract No.:** 1714-2170  
**Funding Amount:** $129,769.00

**Program Description:** The Greater Miami Youth Symphony of Dade County FL Inc ("GMY)") Summer Camp provides summer camp services to 180 participants ages 6 to 14 years old (elementary and middle school) residing in Miami-Dade County. The program offers arts-based literacy and physical education, social skills development, as well as large and small ensemble rehearsals and concerts, instrumental technique classes, and a variety of music electives.

**Program Sites:** Ponce De Leon Middle School (5801 Augusto St.); West Miami Middle School (7525 SW 24th St.)
**Agency:** Greater Miami Youth Symphony of Dade County, Florida, Inc.

### Fiscal Health

<table>
<thead>
<tr>
<th>Date</th>
<th>Is the provider on a Fiscal Performance Improvement Plan (PIP)?</th>
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<tr>
<td>9/30/15</td>
<td>No</td>
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**Program Specific Audit Comments:**

1. There were no findings or questioned costs noted in the program-specific audit report.

**Audited Financial Statement Comments:**

1. Current liabilities is too high in relation to total expenditures.

### Results Summary:

Program strengths lies in the quality of its programming and staff. Provider is performing as expected in all components except for program participation, where there is a steady progression in the area of emerging.

### Growth Planning:

The Growth Plan will be completed collaboratively with provider upon contract execution.
**Agency:** Miami Bethany Community Services, Inc.  
**Program Name:** YAS XX14-2100 Miami Bethany Community Services  
**Contract No.:** 1714-2100  
**Funding Amount:** $74,981.00

**Program Description:** Miami Bethany Community Services, Inc (MBCS) through its Bethany B.E.S.T. (Better Educated Students for Tomorrow) program will provide summer camp services to 165 children (General Population) out of which 10% will be children with Disabilities (CWD) participants ages 6 - 14 residing in Miami. All participants come from low income families residing within greater Miami. The program engages students in academic and recreational activities including literacy, physical fitness and family involvement as well as social skills activities that promote the development and growth of its participants. The program also offers a fine arts component including instrumental music, dance and drama.

**Program Sites:** Miami Bethany Church of the Nazarene (2490 NW 35th St.)
Is the provider on a Fiscal Performance Improvement Plan (PIP)?

**No**

Program Specific Audit Comments:

1. There were no findings, questioned costs or concerning disclosures included in the provider's program-specific audit report.

Audited Financial Statement Comments:

1. Current assets are too low in relation to current liabilities. The organization did however, improve their current ratio by more than 10% since prior year.

2. The net asset ratio and auditor's management letter comments indicate that the organization must develop other sources of support and revenue, such as contributions and fund-raising income to improve its unrestricted cash position.

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**Results Summary:**

The provider is mastering in program participation and service delivery and have no vacant positions. Provider is advancing in population focus and recruited more than the required percentage of participants with disabilities. Due to provider not administering social-emotional learning assessments, provider is struggling under participant outcomes.

**Growth Planning:**

Provider's growth plan focuses on improving participant outcomes. Methods to achieve this goal is to administer the social-emotional learning assessment to all participants during summer 2018. As part of the growth plan, a quality assurance process was developed to ensure timely and accurate administration of the social-emotional learning assessment as well as all other assessment, which are to be entered into Trust Central.
Program Description: Michael-Ann Russell’s Jewish Community Center, Camp Sol Taplin, provides a reduced fee summer camp program for elementary and middle school children ages 5-18. The program provides priority to underserved children with disabilities and/or special needs and their typically developing peers who struggle either academically and/or behaviorally in their regular classrooms. Program participants enjoy Camp Sol Taplin’s diverse program including, instructional/recreational swimming, athletics/fitness, music, dance, arts and crafts, healthy eating/cooking, literacy instruction, and social skills, along with weekly field trips. Children with special needs, mostly on the autism spectrum, are assigned shadow counselors to maximize their experience in an all-inclusion camp alongside their typically developing peers.

Program Sites: Michael-Ann Russell Jewish Community Center (18900 NE 25th Ave.)
Is the provider on a Fiscal Performance Improvement Plan (PIP)?

No

There were no findings, concerning disclosures or questioned costs noted in the program-specific audit report. The audited financial statements included schedules disclosing that the current liabilities balance is significant when compared to total annual expenses. This indicates that the organization may not be capable of meeting its current obligations. There were several findings or concerning disclosures noted in the AU-C 265 Letter. The Trust considers these disclosures to be severe due to their frequency.

Results Summary:

Provider is on track to meet contractual expectations in most areas. There were no findings in the 2017 administrative review, as the agency met all staffing and demographic requirements. Provider shows improvement in recruitment and in Program Participation with 100% or more of the contracted percentage of youth with disabilities. Due to an oversight in data entry, provider is currently at a struggling level in Participant Outcomes. The Provider addressed the matter with Trust staff. Students were tested but the Social-emotional learning testing scores were not entered in the system by the required deadline. The Provider is working with Trust staff to implement stronger procedures in the areas of data entry and this is being included in the agency’s Growth Plan. All service observations indicate that this is a quality program meeting the needs of the youth it serves in alignment with scope of services.

Growth Planning:

Growth Plans will be completed collaboratively with providers upon contract execution.
Program Name: YAS XX14-1560 Shake-A-Leg Miami  
Contract No.: 1714-1560  
Funding Amount: $138,704.00

Program Description: Shake-a-Leg Miami's (SALM) Marine Academy Camp (MAC) primary focus is to provide a universally accessible marine environment. SALM takes full advantage of the area’s natural assets to implement its distinctive program. For example, physical activities include water sports such as sailing, kayaking, windsurfing, swimming, and snorkeling. The environment naturally lends itself to science, technology, engineering and math (STEM) integration. Students develop self-confidence with activities like snorkeling, and improve social skills through canoeing and sailing. Even art, music, and academics are infused with facts about the surrounding environment and inspired by marine science, making the daily learning activities remarkable and thought provoking. SALM implements MAC Monday through Friday for eight weeks in 2016 from June - August. During that period MAC will serve 105 total students consisting of 30 general education students ages 8-14 (grades 2-8) and 75 students with disabilities ages 8-22 (grades 2-12). Recruitment efforts are mainly concentrated focused at the following areas: Gulfstream Elementary, Charles R. Drew and the Irving & Beatrice Peskoe K-8 Center, which have been identified as schools whose population meets the identified need-based eligibility criteria.

Program Sites: Shake-a-Leg Miami (2620 S. Bayshore Dr.)

**Fiscal Health**

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
<th>Is the provider on a Fiscal Performance Improvement Plan (PIP)?</th>
<th>Notes</th>
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<tbody>
<tr>
<td>9/30/15</td>
<td>Advancing</td>
<td>No</td>
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**Program Specific Audit Comments:**

1. There were no findings noted in the program-specific audit report.

**Audited Financial Statement Comments:**

1. Net assets are too low in relation to total annual expenditures; and

**Other comments:**

Provider is currently a part of fiscal performance improvement program. The current contract is a summer only contract. It should be noted that Shake-A-Leg’s audit did not disclose any deficiencies or findings. The prior year audit disclosed several concerns in a management letter. Shake-A-Leg has improved upon its internal controls and reduced audit findings. Financial ratio analysis indicated improvement as well. It is the recommendation of staff to remove Shake-A-Leg from fiscal performance improvement plan (PIP).

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**Results Summary:**

Provider met contractual expectations in nearly all areas. Outcome achievement in physical fitness is challenging for this program due to the brief service delivery period and physical limitations of some of the children served by the program. The evidence gathered indicates the Marine Academy Camp successfully provides Sea Lab science, technology, and art enrichment services to children with disabilities and inclusion children from across Miami-Dade County, which is its primary objective. There were very minor findings noted during the administrative review and the errors were corrected timely. All service observations indicate that this is a high quality program meeting the needs of the children it serves and their families.

**Growth Planning:**

The Growth Plan will be completed collaboratively with provider upon contract execution.
**Agency:** The Miami Lighthouse for the Blind & Visually Impaired, Inc.  
**Program Name:** YAS XX14-1250 Miami Lighthouse for the Blind  
**Contract No.:** 1714-1250  
**Funding Amount:** $128,477.00

**Program Description:** Miami Lighthouse for the Blind and Visually Impaired (MLB) Summer Training and Recreation (STAR) Program provides summer camp services for 33 blind or visually impaired children and 12 of their fully sighted siblings, grades K-8. MLB offers fun, engaging, and enriching activities for participants from throughout Miami-Dade County including literacy, physical activities and fitness, social and life skills development, family engagement, and the arts. All the participants enjoy nutritious snacks and lunch. A Supplemental Seventh week is offered for an estimated 15 participants for whom Braille Literacy is their primary literacy medium include instruction in the new 2016 Unified English Braille Code and strategies for Braille reading and literary conventions (decoding unfamiliar words, pre-reading, accessing prior knowledge, and using context) to increase fluency and comprehension.

**Program Sites:** Miami Lighthouse for the Blind (601 SW 8th Ave.)

<table>
<thead>
<tr>
<th>Staffing</th>
<th>Population Focus</th>
<th>Service Delivery</th>
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<tbody>
<tr>
<td></td>
<td>Summer 16’</td>
<td>Summer 17’</td>
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<tr>
<td>Emergent</td>
<td>Mastering</td>
<td>Advancing</td>
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<table>
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<tr>
<th>Program Participation</th>
<th>Participant Outcomes</th>
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<tbody>
<tr>
<td>Summer 16’</td>
<td>Summer 17’</td>
</tr>
<tr>
<td>Mastering</td>
<td>Advancing</td>
</tr>
</tbody>
</table>
Is the provider on a Fiscal Performance Improvement Plan (PIP)? No

Program Specific Audit Comments:

1. There were no findings, questioned costs or concerning disclosures included in the provider’s program-specific audit report.

Audited Financial Statement Comments:

1. Current liabilities are too high in relation to total expenditures.

Results Summary:

Program has mastered three areas of evaluation and is advancing in participant outcomes. The provider is working diligently to move its program participation from emerging to advancing.

Growth Planning:

The Growth Plan will be completed collaboratively with provider upon contract execution.
**Program Description:** University of Miami NSU CARD's Explorers Literacy-Based Summer Camp program provides 40 summer slots to elementary school children with Autism Spectrum Disorder (ASD) grades 1st through 4th grade residing in Miami-Dade County. The program offers literacy, science, social skills, fitness, arts & crafts, free choice activities, educational field trips and nutritional meals at the camp site during a period of seven (7) weeks.

**Program Sites:** Citrus Grove Elementary School (2121 NW 5th St.); Tropical Elementary School (4545 SW 104th Ave.); Henry S. West Laboratory Elementary School (5300 Carillo St.)
Is the provider on a Fiscal Performance Improvement Plan (PIP)?

No

Program-Specific Audit Comments:

There were no findings, questioned costs or concerning disclosures included in the provider’s program-specific audit report.

Audited Financial Statement Comments:

There were some findings or concerning disclosures noted in the Schedule of Findings and Questioned Costs report. The Trust does not find this concerning due to their infrequency and immaterial nature.

Results Summary:

Provider met contractual expectations in nearly all areas. Physical fitness outcome attainment is challenging due to the short service delivery period. The evidence gathered indicates this program provides high quality services to children with autism and their families, which is its primary objective. There were no findings noted during the administrative review.

Growth Planning:

The Growth Plan will be completed collaboratively with provider upon contract execution.
Strategic Plan Priority Investment Area: Youth Development - children are ready for kindergarten and students are succeeding academically

Strategic Plan Headline Community Result(s): Students are succeeding academically; children meet recommended levels of physical activity and children behave appropriately in schools, homes, and communities.

Recommended Action: Authorization to negotiate and execute third and final contract renewal with Florida International University Board of Trustees, Center for Children and Families and to increase funding by $200,000.00 for reading enhancement services within summer and after-school programs for a term of 12 months commencing May 1, 2018 and ending April 30, 2019, for a new total amount not to exceed $882,168.00.

Budget Impact: Funding in the amount of $882,168.00 for this resolution is allocated for FY 2018-19.

Description of services to be provided: The Reading Explorers Program, operated through the Center for Children and Families at Florida International University (FIU), in partnership with Nova Southeastern University, provides reading enhancement services within 70 after-school and summer community-based programs across Miami-Dade County.

The summer services, use a response to intervention framework to support young children in need of reading and pre-literacy supports prior to entering kindergarten, first grade, and/or second grade. Trust-funded summer camps and other early childhood education programs receive the following summer reading enhancements:

1) Reading assessments for all children in the specified age range, with parent feedback about results, to identify children in need of targeted reading intervention beyond that typically provided by the community sites;
2) Small-group tutoring services (with no more than five children, four days/week for 30-45 minutes per session) for struggling readers and pre-readers using an age-appropriate evidence-based curriculum; and
3) Parent involvement activities at all sites to engage families in supporting literacy skills at home, including book giveaways.

School-year services include on-site collaborative consultation, coaching and technical assistance supports for at least 30 Trust-funded after-school program sites in need of supports for high quality, evidence-based differentiated reading instruction.

Background: In Summer 2017, the Summer Reading Explorers program assessed 1,727 rising kindergarten, first and second grade students at 53 sites. Of those assessed, 836 children received small group tutoring services, with more than 62% receiving 20 or more sessions of intervention over the summer. The results are consistent with previous years of programming and is in line with the services that are contracted.
This resolution seeks to renew and increase this contract by $200,000.00 to serve the additional struggling readers identified from 1,251 additional summer slots funded to expand the capacity during summer 2018 within Trust funded summer camps.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Current contract amount</th>
<th>Recommended additional award amount</th>
<th>New contract amount</th>
</tr>
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<td>Florida International University Board of Board of Trustees, Center for Children and Families</td>
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**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 16th day of January, 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: January 16, 2018

Resolution: 2018-33

<table>
<thead>
<tr>
<th>Strategic Plan Priority Investment Area:</th>
<th>Family and Neighborhood Supports. Cross-Funder Collaboration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Plan Headline Community Result(s):</td>
<td>Children behave appropriately in schools, homes, and communities; Youth successfully transition to adulthood; Children are supported by nurturing and involved parents; Students are succeeding academically; and Children regularly access medical, dental and behavioral health care services.</td>
</tr>
<tr>
<td>Recommended Action:</td>
<td>Authorization to negotiate and execute a contract and memorandum of understanding for the second year of the truancy reduction component of Together for Children with Miami-Dade County, Miami-Dade County Public Schools, and the Foundation for New Education Initiatives, Inc., for a term of 18 months commencing February 1, 2018 and ending July 31, 2019, in an amount not to exceed $1,320,000.00 to support the program.</td>
</tr>
<tr>
<td>Budget Impact:</td>
<td>Funding in the amount requested for this resolution is allocated for FY 2017-18 and is projected to be available in FY 2018-19.</td>
</tr>
<tr>
<td>Background:</td>
<td>The Together for Children initiative is a countywide collaborative and systematic approach to serve children and youth who are at risk of being perpetrators and victims of violence. Together for Children engages government organizations, educational institutions, law enforcement, the justice system, the business community and funding entities to reduce youth violence by identifying children and youth most at risk and providing them with necessary prevention and intervention services. Together for Children seeks to serve three geographic regions in Miami-Dade County (north, central and south) spanning 20 zip codes. On September 13, 2016, through resolution 2016-92, the board approved a formal partnership between The Children’s Trust, Miami-Dade County, Miami-Dade County Public Schools (MDCPS) and the Foundation for New Education Initiatives, Inc. (The Foundation), to implement the truancy reduction component of Together for Children. This component of the Together for Children initiative supports over 12,000 elementary school children with chronic unexcused absences across 33 schools. A no-cost contract extension was approved on October 16, 2017, through resolution 2018-18, to account for delays in contract execution. The initial 12-month contract with Miami-Dade County in the amount of $800,000.00, has served a total of 5,320 elementary school children through the response to intervention model described below. A total of 542 home visits have been conducted and 117 Truancy Child Study Team meetings have been held. Additionally, 165 referrals have been made to Children’s Trust Family and Neighborhood Support Partnership and Family Strengthening providers. All services took place across the 33 schools in the identified Together for Children zip codes where youth are most at-risk of being perpetrators or victims of violence.</td>
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Resolution 2018-33 – Family and Neighborhood Services, Place-based/Countywide Community Partnerships

January 16, 2018
Description of services: This resolution seeks $1,320,000.00 in funding for an 18-month contract, commencing February 1, 2018 and ending July 31, 2019, to support the second year of the truancy reduction component of Together for Children. This collaboration will again be with Miami-Dade County, MDCPS, and The Foundation. The increased funding will allow expansion to an additional six schools and serve 2,500 more children. The extended contract period will allow for alignment with the school-year calendar. Services provided with this funding will support over 14,500 elementary school children with chronic unexcused absences across 39 schools. Recognizing that inconsistent school attendance is typically a symptom of more serious challenges, the program uses MDCPS’ student attendance data to identify at-risk children in an effort to tackle root causes that affect their healthy development and success.

Through licensed social workers, hired through the program, any child identified as at-risk of missing school is provided with interventions tailored to the specific needs of the child and family, with the goal of addressing any identified challenges before the child becomes chronically absent. The program will implement a Response to Intervention strategy and timeline as follows:

- **Beginning of School Year**: Identify students with a prior school history of excessive absences; contact parents/guardians; provide mentoring.
- **Students accruing 1-4 unexcused absences**: Contact parent/guardian; provide in-school mentor; implement interventions based on need.
- **Students accruing 5 or more unexcused absences** – Services escalate based on need and continuous absences, as follows:
  - Truancy Child Study Team Level 1 Meeting: Conduct assessment to identify root causes of truancy; prescribe meaningful and comprehensive interventions based on the assessment and specific to the needs of the student and family.
  - Truancy Child Study Team Level 2 Meeting: Review assessment conducted in Level 1 meeting to identify additional root causes of truancy; coordinate with agencies working with the family and invite them to attend; prescribe meaningful and comprehensive interventions based on the assessment and specific to the needs of the student and family.
  - Truancy Child Study Team Level 3 Meeting: Truancy case is referred to the District Truancy Court Multi-Agency Case Review Committee; school administrator and counselor participate in the meeting; team prescribes and/or modifies prior interventions to meet the needs of the student and family.
  - Truancy Court: File a Truancy Court petition with the Clerk of Courts; hold initial hearing.
  - Family Decision-Making Conference: Hold pre-conference; coordinate with agencies working with the family to attend; coordinate wrap-around services for student and family; collaboratively create an Achievement Plan establishing the framework upon which the family will achieve their goals.
  - Second Hearing: Judge orders the Achievement Plan.
  - Monitoring: Judge continues to monitor student’s progress on the Achievement Plan.
  - Successful Truancy Court Case: Case is closed successfully.
Unsuccessful Truancy Court Case: Case is closed unsuccessfully; Child in Need of Services/Family in Need of Services (CINS/FINS) is filed with the Department of Juvenile Justice for the student.

**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 16th day of January, 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: January 16, 2018  
Resolution: 2018-34

<table>
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<th>Strategic Plan Priority Investment Area:</th>
<th>Health and Wellness-Comprehensive School-based Health.</th>
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<tr>
<td>Strategic Plan Headline Community Result(s):</td>
<td>Children regularly access medical, comprehensive vision, dental and behavioral health care services.</td>
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<tr>
<td>Recommended Action:</td>
<td>Authorization to fund the University of Miami for a maximum amount of $150,000.00 to support one-third of the costs of the pediatric mobile clinic.</td>
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<tr>
<td>Budget Impact:</td>
<td>Funding in the amount of $150,000.00 is available for FY 2017-18.</td>
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Description of services to be provided: The pediatric mobile clinic provides comprehensive medical, mental health care, social service assistance and case management services to underserved children, regardless of their parent’s ability to pay. The medical services provided include: wellness visits, sick visits, sports physicals, developmental screenings, oral health screenings, immunizations, nutrition education, management of chronic conditions, urgent care and referrals to specialty care. Additionally, mental health services are provided on-site by a child clinical psychologist once a week and a licensed mental health counselor four times per week. The mental health counselor also functions as a social worker and provides insurance enrollment assistance.

The current mobile clinic is now fully depreciated and any repairs are cost prohibitive. As a result, the University of Miami successfully secured $300,000.00 to replace the mobile clinic. The $300,000.00 represents two-thirds of the cost of a fully equipped mobile clinic with examination rooms, waiting areas, a nurse's station and a room for medical procedures. Funding from The Children’s Trust would cover the remaining one-third cost of the mobile clinic. This is a great opportunity for The Children’s Trust to increase its community impact by supporting this project. The bus will be branded with The Children's Trust logo for the lifetime of the vehicle.

Background: Since 1992, as a response to hurricane Andrew, the University of Miami Pediatric Mobile Clinic has been providing medical and mental health services to children in need. This project is a unique, essential community health service that travels to the most medically-underserved communities in Miami-Dade County to provide comprehensive primary care to children who would otherwise not have access. The communities served include Hialeah, Doral, Little Havana, West Kendall, Sweetwater, Homestead, Florida City, Little Haiti and North Miami.

During the summer of 2017, the University of Miami collaborated with The Children’s Trust to provide comprehensive services to children enrolled in summer programs. From June 1, 2017 to August 31, 2017, the mobile clinic served a total of 604 unduplicated patients ranging from birth to 21 years of age, including 247 new patients.

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 16th day of January, 2018.

THE CHILDREN’S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____________________________

SECRETARY

Approved by County Attorney for form and legal sufficiency ____________________
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 execute contracts with the Early Learning Coalition of Miami-Dade/Monroe and the United Way of Miami-Dade for match funding for the federal Early Head Start-Child Care Partnership (EHS-CCP) grant in a total amount not to exceed $1,333,334.00, for a term of up to 16 months commencing April 1, 2018 and ending July 31, 2019.

Budget Impact: Funding in the amount of $1,333,334.00 for this resolution is allocated for FY 2017-18 and is projected to be available in FY 2018-19.

Description of services to be provided: This resolution will allow The Children’s Trust to award the Early Learning Coalition of Miami-Dade/Monroe (ELC) $866,667.00 and the United Way of Miami-Dade (UW) $466,667.00, in match funds.

This local match from The Children’s Trust will be used 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 should meet the eligibility requirement of the EHS-CCP grant.

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

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. All children receive comprehensive services, to include health, mental health, nutrition and family support services; family advocates work closely with families to address each family’s unique challenges and help them work toward self-sufficiency; and at least ten percent of children served must have diagnosed disabilities (regardless of income).

The initial match funding from The Children’s Trust began and was approved through resolution 2014-16 on September 8, 2014, when the federal government awarded the ELC $8,877,841.00 for 750 slots and the United Way $4,428,000.00 for 320 slots for this EHS expansion in Miami-Dade County. The Children’s Trust’s local match contributed to the ability of these agencies to obtain these funds.
**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 16th day of January, 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: January 16, 2018

Resolution: 2018-36

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<td>Strategic Plan Headline Community Results:</td>
<td>Children attend quality child care; Children are ready for Kindergarten; Children behave appropriately in schools, homes and communities.</td>
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<td>Recommended Action:</td>
<td>Authorization to execute a no-cost contract extension with the University of Miami for external evaluation services related to Quality Counts, for a term of 12 months, commencing January 1, 2018 and ending December 31, 2018.</td>
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<td>Budget Impact:</td>
<td>Funding in the amount of $300,000.00 is allocated for FY 2017-18 and is projected to be available in FY 2018-19.</td>
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Background: During the summer of 2016, The Children's Trust’s Board of Directors’ Work Group on Early Childhood Investments participated in four meetings. The group was chaired by Dr. Daniel Bagner and included board members Claudia Grillo, Pamela Hollingsworth, Dr. Susan Neimand, and Dr. Marta Pérez. Several early childhood experts and system partners participated in the work group. The work group concluded with the recommendation to implement a more robust early childhood research and evaluation agenda. Specifically, the work group wanted to better assess the extent to which The Children’s Trust’s investments, starting with Quality Counts, are delivering their intended results through appropriately-designed, formal external program evaluation.

On November 14, 2016, Resolution #2017-31 authorized The Children’s Trust to contract with the University of Miami to conduct external evaluation services related to the Quality Counts initiative. The evaluation work did not begin until March 2017. A no-cost extension will allow the work to continue throughout the end of the current contract year and into the new funding cycle if there remains a fund balance.

Description of Services: The University of Miami evaluation tasks completed to date include:

- Review and Summary of national models and research;
- Case Study implementation and report;
- Analysis of preliminary CLASS data and coaching logs;
- Development and completion of Managers and Field staff interviews and report;
- Development and dissemination of Director/Owner and practitioner online survey;
- American Evaluation Association presentation;
- Led conversations with Office of Early Learning for Performance Funding Project CLASS cut scores; and
- Identification of data collection limitations and recommendations for future data collection.
The continuing external evaluation services and supports will include further development of a detailed theory of change (logic model) for Quality Counts, in collaboration with community stakeholders and partners. This work will help shape the upcoming request for proposals for the continued investment in early care and education quality improvement services. It is expected that this refinement will lead to further shifts that will target families and neighborhoods most in need (based on poverty), which will result in some redesigning of the Quality Counts system.

External evaluation in the coming year will also continue to focus on an implementation or process study to establish that program components are occurring as expected (fidelity) and ensure all inputs and activities contribute to the long-term goal. Evaluators will also continue to more thoroughly analyze the extensive data currently available through ongoing program implementation. These formative, implementation efforts will build toward the ultimate goal of evaluating teacher and child outcomes in the coming years.

**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 16th day of January, 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: January 16, 2018

Resolution: 2018-37

Strategic Plan Priority Investment Area: Administrative/Operations

Recommended Action: Authorization to expend up to $35,000.00, in addition to the $24,999.00 paid to Gina Austin Stuart, for IT test management services to support The Children's Trust in various technological efforts, over a term of seven months, commencing October 11, 2017 and ending May 31, 2018.

Budget Impact: Funding in the amount of $35,000.00 for this resolution and the $24,999.00 previously expended is allocated for FY 2017-18.

Description of Services: Professional services from Gina Stuart includes test management, testing support, and recommendations for process re-engineering to support the Technology Way Forward efforts. Ms. Stuart troubleshoots and tests various software solutions utilized by staff to ensure they work as intended. Ms. Stuart’s work is ongoing, and her expertise helps to ensure that any identified issues by the testers are resolved quickly so that The Children’s Trust has a well-functioning system. Ms. Stuart is involved with testing of the following software: the Youth Development solicitation module, the amendment module, the automated invoicing, the Parenting solicitation module, the Early Childhood solicitation module, the one-off solicitation module, the Integrated Data Repository, Infrastructure as a Service and enhancements to the website. These solutions are all part of The Children’s Trust’s Technology Way Forward framework that will help make the organization function more efficiently and effectively.

Background: On October 11, 2017, Ms. Stuart started was engaged by The Children’s Trust to provide the above-mentioned services. After evaluating The Trust's Technology Way Forward efforts, staff estimates that Ms. Stuart’s services will be necessary through May 31, 2018. Thereafter, staff will be trained to take over the above-mentioned services.

As part of the bid process, four resumes and concomitant quotes were reviewed before Ms. Stuart was hired. Ms. Stuart’s 20-year work history, in various capacities including test management, project management and risk management, with American Express in the Information Technology Department attributed to her engagement by The Children’s Trust. Attached please see her resume.
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 16th day of January, 2018.

THE CHILDREN’S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY __________________________

SECRETARY

Approved by County Attorney for form and legal sufficiency ____________________
Gina Austin- Stuart  
Hollywood, Florida  
Phone (786 390-7170)  Email (gmstuart21@gmail.com)

BUSINESS SYSTEMS ADMINISTRATOR / COMPLIANCE PROFESSIONAL  
Accomplished Systems Administrator and Project Manager with proven experience in supporting the full systems development life cycle. Strong technical background managing the test cycle including developing test scripts and plans, test execution, issue tracking and problem resolution, and post install processes. Collaborative colleague, effectively working throughout the organization to drive project completion and success.

Leadership  Business Liaison  Technology Liaison  
Change Agent  Communication  Data Gathering  
Collaboration  Project Management  Analytical skills

PROFESSIONAL EXPERIENCE  
American Express  Ft Lauderdale, Florida  
Compliance Manager/System Administrator (Global Risk and Compliance)  2014 – 2017  
Managed developmental projects of various sizes from initiation through implementation including the building of project plans, test scripts creation, test execution, issue tracking and resolution.  
• Served as Administrator for internal Compliance solutions tool to ensure continuity in service delivery for user community  
• Produced project strategy documentation to assure that project scope was defined, documented, and alignment received from all impacted stakeholders  
• Collaborated with Business and Technology resources in the development of new technological solutions and/or system enhancements resulting in reduced time to market, cost efficiencies and improved performance  
• Led cross functional team to ensure appropriate interpretation of business requirements to technological solutions, resulting in improved team dynamics and operational efficiencies  
• Developed system user training/reference guides for Business User community, resulting in better understanding of internal tools and documented reference material for future use  
• Successfully executed internal audit of POA Compliance solutions tool with 100% accuracy rating, no findings

Senior Business Systems Analyst (Global New Accounts) and Project Manager (Card Range Administration)  2005 – 2014  
Worked with medium to large scale project teams to gather, document and align to detailed business needs requirements as appropriate. This was done by approved system development lifecycle and tools while ensuring the proposed design will also meet those needs.  
• Worked as Lead analyst for India Migration project resulting in successful implementation and 331K in documented cost savings  
• Facilitated end-to-end walkthroughs (35+ impacted technology teams) of documented requirements as written to confirm alignment of business needs, reduce rework and duplication of errors  
• Researched an enterprise wide initiative and created supporting documentation which resulted in my department applying for and receiving 125K in IRS based credits  
• Handled multiple projects and workstreams simultaneously in order to realize synergies for cost savings among international projects  
• Served as the liaison to American Bankers Association for matters regarding proprietary Card Range process ensuring American Express’ adherence to regulatory laws governing the credit card industry

Resolution 2018-37 – Operating Expense  
January 16, 2018
Senior Business Systems Analyst / Tester - Systems Assurance  1997- 2005
Led end-user test execution on medium to large scale projects in support of the development of new products/services and/or system enhancements.

- Collaborated with both Business and Technology partners to understand business requirements, and to create and execute test scenarios which fully captured the functionality of the technology design
- Drove results by managing the building of test plans, test scripts, test execution, issue resolution logs and post install validation results
- Maintained on-going communication with project team to ensure stakeholders were kept up-to-date

Additional Relevant Experience
American Express - Credit Analyst
Interpreted credit information to make sound credit decisions to minimize losses to the company

AmeriFirst Bank (Currently CHASE) – Customer Service Supervisor/Assistant Manager
Maintained a thorough understanding of all bank operations (Sales and Operations), responsible for the day-to-day operations of customer serving floor, training of all new hires, and execution of departmental audits in accordance with bank regulations

Education
Master of Business Administration (MBA) - Nova University - Davie, Florida
Bachelor of Science (BS) – Business Management, Florida Memorial College - Miami, Florida
### Board of Directors meeting  
**October 2017 - September 2018**

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

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<th>Qty</th>
<th>Board Member</th>
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### Board of Directors meeting
October 2017 - September 2018

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

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<tr>
<th>Qty</th>
<th>Board Member</th>
<th>Oct. 16</th>
<th>Nov. 14</th>
<th>Jan. 16</th>
<th>Feb. 12</th>
<th>Mar. 12</th>
<th>Apr. 16</th>
<th>May 29</th>
<th>Jun 18</th>
<th>July 9</th>
<th>Sept. (Trim I) 17</th>
<th>Sept. (Trim II) 24</th>
<th>Absent</th>
<th>Present</th>
<th>Inactive/ Pending Mtgs.</th>
<th>Designee Attended</th>
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**QUORUM (Present Members)**

- **Absent**: 8 9 0 0 0 0 0 0 0 0 0 0
- **Inactive**: 0 0 0 0 0 0 0 0 0 0 0 0
- **Designee Attended**: 1 1 0 0 0 0 0 0 0 0 0

**TOTAL**

- **Absent**: 28
- **Present**: 29
- **Inactive/ Pending Mtgs.**: 0
- **Designee Attended**: 0