



Finance & Operations Committee Meeting

Tuesday, July 2, 2019
The Children's Trust
3150 S.W. 3rd Avenue, 8th Floor
Conference Room A
9:30 a.m. – 10:30 a.m.

Board of Directors

Kenneth C. Hoffman
Chair
Mark A. Trowbridge
Vice-Chair
Steve Hope
Treasurer
Karen Weller
Secretary

Magaly Abrahante, Ph.D.
Laura Adams
Daniel Bagner, Ph.D.
Constance Collins
Mary Donworth
Richard P. Dunn II
Antonia P. Eyssallenne, M.D.
Gilda Ferradaz
Sen. Anitere Flores
Lourdes P. Gimenez
Nicole Gomez
Mindy Grimes-Festge
Nelson Hincapie
Pamela Hollingsworth
Hon. Barbara Jordan
Maurice Kemp
Tiombe Bisa Kendrick-Dunn
Nancy L. Lawther, Ph.D.
Marissa Leichter
Frank Manning
Susan Neimand, EdD.
Marta Pérez, Ph.D.
Hon. Orlando Prescott
Javier Reyes
Hon. Isaac Salver
Michael Turino

David Lawrence Jr.
Founding Chair

James R. Haj
President & CEO

County Attorney's Office
Legal Counsel

AGENDA

- 9:30 a.m. **Welcome and opening remarks**
Steve Hope
Committee Chair
- 9:35 a.m. **Public comments**
Steve Hope
Committee Chair
- 9:45 a.m. **Approval of June 6, 2019 Finance & Operations
Committee minutes summary**
(Addl. Items packet, Pg. 3)
Steve Hope
Committee Chair
- 9:50 a.m. **Presentation of the 2019-20 preliminary budget**
James R. Haj
President/CEO
William Kirtland
Chief Financial Officer
- 10:20 a.m. **Resolutions**
Steve Hope
Committee Chair
- Resolution 2019-A:** Authorization for a procurement waiver from a formal competitive solicitation to expend monies to be paid to the Miami Herald Publishing Co. for The Children's Trust's truth in millage rate (TRIM), board vacancies and advertisements related to funding announcements, activities, initiatives, events and programs, in addition to the 2020 Silver Knight and Spelling Bee sponsorships, in a total amount not to exceed \$75,000.00 for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020. *(Pgs. 4-5)*
- Resolution 2019-B:** Authorization to expend up to \$50,000.00 for community engagement support services in the Haitian community with Hermantin Consulting LLC, for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020 *(Pgs. 6-8)*

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 2019-C: Authorization to negotiate and execute a contract amendment with Variety Children's Hospital d/b/a Nicklaus Children's Hospital to provide comprehensive school-based health services to West Miami Middle School, in a total amount not to exceed \$71,800.00 for a term of 12 months, commencing July 1, 2019, and ending June 30, 2020, in a new total amount not to exceed \$1,466,800.00. *(Pgs. 9-10)*

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

James R. Haj
President/CEO

- *Technology Innovation-Operations Award*
- *Early Childhood Research Demonstration Projects – August 20, 2019*
- *Board Retreat – August 29, 2019*
- *The Children's Trust Marlins game – August 8, 2019*
- *TRIM I & TRIM II – September 9 & September 16, 2019*
- *CEO Report on contracts under \$25,000.00 (Pgs. 11-12)*
- *Family Expo – September 7, 2019*
- *Summer Field Trips – His House Children's Home & Centro Mater*

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

Reminder:

Next Committee Meeting: Thursday, August 29, 2019 at 9:00 a.m.

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



**Finance & Operations Committee Meeting Summary
June 6, 2019
9:31 a.m.**

These actions were taken by the Finance & Operations Committee on June 6, 2019:

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

Motion to approve the May 9, 2019 Finance & Operations Committee meeting minutes was made by Javier Reyes and seconded by Dr. Magaly Abrahante. Motion passed unanimously, 3-0.

Resolution 2019-A: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Mark Trowbridge and seconded by Javier Reyes. Authorization to renew services and execute related contracts with multiple IT vendors in a total amount not to exceed \$1,292,500.00 for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020. **Motion passed unanimously, 5-0.**

Resolution 2019-B: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Nelson Hincapie and seconded by Mark Trowbridge. Authorization to execute a service order agreement with TM Telcomm Corp., and issue monthly payments for voice over IP (VoIP) telephone service and data connection in a total amount not to exceed \$95,000.00 for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020. **Motion passed unanimously, 5-0.**

Resolution 2019-C: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Mark Trowbridge and seconded by Javier Reyes. Authorization to negotiate and execute a contract renewal with The United Way of Miami-Dade County, Inc., for match funding 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, 2019, and ending September 30, 2020. **Motion passed, 4-0. Recusal by Nelson Hincapie.**

Meeting adjourned at 11:00 a.m.

The Children's Trust Board Meeting

Date: July 8, 2019

Resolution: 2019-A

Strategic Plan Priority Investment Area: Community Awareness and Advocacy: Public Awareness and Program Promotion

Strategic Plan Headline Community Result(s): This investment supports all community results.

Recommended Action: Authorization for a procurement waiver from a formal competitive solicitation to expend monies to be paid to the Miami Herald Publishing Co. for The Children's Trust's truth in millage rate (TRIM), board vacancies and advertisements related to funding announcements, activities, initiatives, events and programs, in addition to the 2020 Silver Knight and Spelling Bee sponsorships, in a total amount not to exceed \$75,000.00 for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020.

Budget Impact: Funding in the amount of \$75,000.00 for this resolution is projected to be available in FY 2019-20.

Background: The Miami Herald Publishing Co. (Miami Herald) has published print and online advertisements for The Children's Trust since 2003. The Children's Trust wishes to continue its relationship with the Miami Herald. Additionally, it has proven to be a valuable and effective advertising partner that offers a significant return on The Children's Trust's investment.

Request for Procurement Waiver (requires approval of a 2/3 vote of board members present): This resolution requests a procurement waiver from a formal competitive solicitation to expend monies to advertise The Children's Trust's funding announcements, activities, initiatives, events and programs, and participate as a sponsor at the 2020 Silver Knight and Spelling Bee, with the Miami Herald. A waiver is being sought because the use of a formal competitive process is impractical where the Miami Herald is the only major newspaper company in Miami-Dade County that publishes daily and in two languages. Additionally, the Miami Herald extends its nonprofit rate to The Children's Trust and typically doubles the investment in free added value through advertising campaign sponsorships.

Description of Services: The Children's Trust publishes advertisements in the Miami Herald's printed newspaper and on its website to reach a broad audience. These advertisements are used to announce truth in millage rate (TRIM), board vacancies, funding opportunities and community activities, events, and programs. In light of the above, The Children's Trust selected the Miami Herald as its primary print advertisement vehicle. With regards to the awards sponsorship, The Miami Herald Silver Knight Awards is one of the nation's most highly regarded student awards programs. It recognizes outstanding students who have unselfishly applied their special knowledge and talents to contribute significant service to their communities. The Miami Herald Spelling Bee offers the opportunity for South

Florida schools to participate in the Scripps National Spelling Bee program, with the champion representing their county in the 2020 Scripps National Spelling Bee near Washington, D.C.

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 8th day of July, 2019.**

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: July 8, 2019

Resolution: 2019-B

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): This investment supports all community results.

Recommended Action: Authorization to expend up to \$50,000.00 for community engagement support services in the Haitian community with Hermantin Consulting LLC, for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020.

Budget Impact: Funding in the amount of \$50,000.00 is projected to be available in FY 2019-20.

Description of Services: In partnership with The Children's Trust, Hermantin Consulting LLC, supports the Haitian-American community in designing and implementing culturally-sensitive, community-driven projects and plans focused on improving neighborhood conditions and building capacity. The intent is to improve communal environmental factors that support children, youth and families. Ms. Leonie Hermantin is the principal partner of Hermantin Consulting LLC. She has developed and implemented strategies to ensure organizations serving the Haitian community are connected to The Children's Trust programs and resources.

Over the past year, Ms. Hermantin has demonstrated her impact and contributions to the mission of The Children's Trust, and more specifically, to the goals of the community engagement team. She represents The Children's Trust at multiple community events and educates the community about the resources and supports provided by The Children's Trust. Additionally, Ms. Hermantin was instrumental in developing and launching the Fit2Read initiative, which offered parents living in North Miami the opportunity to promote early literacy, build vocabulary and create family traditions grounded in the love of reading and learning. She also leads community meetings using asset-based community development strategies. Additionally, Ms. Hermantin represents The Children's Trust through Haitian media appearances.

Ms. Hermantin's principal responsibilities are 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 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 for improved programmatic, community outreach and engagement investments; and
- perform other duties at the request of The Children’s Trust.

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.” The team’s mission is to listen, connect, and engage individuals and agencies to support positive community change. The team is comprised of four community-based staff, each assigned to designated quadrants of Miami-Dade County (North, South, Central, Northeast), who collaborate with community stakeholders to promote the mission and vision of The Children’s Trust. The role of the community liaison is to provide necessary supports in pursuit of this endeavor.

In accordance with the procurement policy, Section 2000-E, General Purchasing and Procurement Policy – Purchases of Goods and Services greater than \$5,000 and up to and including \$50,000, quotes were solicited for the announced opportunity. Three independent consultants (Hermantin Consulting LLC, Mr. Ludnel St. Preux, and Association of Exchange and Development of Activities and Partner, Inc.) responded and expressed interest by submitting their qualifications and a proposal. Staff reviewed the responses based on the following criteria:

- submission completeness;
- relevant professional qualifications and demonstrable related experience;
- proposed scope of work;
- proposed fee for the services;
- 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 met the criteria listed above, was the highest ranked, and demonstrated the most experience providing the services requested. The Children’s Trust first contracted with Hermantin Consulting LLC 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 behalf of The Children's Trust and has successfully supported the team's mission, focus and reach.

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 8th day of July, 2019.**

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: July 8, 2019

Resolution: 2019-C

Strategic Plan Priority Investment Area: Health and Wellness: Comprehensive School-based Health.

Strategic Plan Headline Community Result(s): Children regularly access medical, dental and behavioral health care; students are succeeding academically; children meet recommended levels of physical activity; children behave appropriately in schools, homes and communities; and youth successfully transition to adulthood.

Recommended Action: Authorization to negotiate and execute a contract amendment with Variety Children's Hospital d/b/a Nicklaus Children's Hospital to provide comprehensive school-based health services to West Miami Middle School, in a total amount not to exceed \$71,800.00 for a term of 12 months, commencing July 1, 2019, and ending June 30, 2020, in a new total amount not to exceed \$1,466,800.00.

Budget Impact: This item is budget neutral.

Description of Services: Variety Children's Hospital d/b/a Nicklaus Children's Hospital currently provides comprehensive school-based health services at 12 schools, which include seven nurses and 14 licensed practical nurses. By adding West Miami Middle School, one additional full-time nurse is needed to provide continuity of care to the middle school population. Essential nursing care, disease prevention, and health promotion activities provided under the program include:

- nursing care; medication administration and assistance with self-administration;
- chronic disease management, including one-on-one education for children with chronic conditions such as asthma, diabetes, severe allergies, seizures, and sickle cell;
- state-mandated screenings such as vision, Body Mass Index (BMI); oral health risk assessment, health education, disease prevention counseling based on individual health needs and school climate, and fluoride varnish application; and
- referral and connection of families with needed community services and resources, including other programs funded by The Children's Trust.

Background: On March 18, 2019, the board of The Children's Trust approved resolution #2019-54, authorizing the renewal of six contracts, including contracts with Variety Children's Hospital d/b/a Nicklaus Children's Hospital, to provide comprehensive school-based health services. This was following a competitive solicitation process through request for proposals #2018-01.

Citrus Health Network previously provided health services at West Miami Middle School. Variety Children's Hospital d/b/a Nicklaus Children's Hospital is the only other provider in the catchment area besides Citrus Health Network. Based on the proximity of the school and the residential area of its registered students, it was determined, in partnership with Miami-Dade County Public Schools, that Variety Children's Hospital d/b/a Nicklaus Children's Hospital would be the recommended school-based health provider for West Miami Middle School. This allows for feeder pattern alignment with greater synergy and collaboration. Citrus Health

Network's contract will be reduced by \$71,800.00 and the number of schools they staff will decrease from 20 to 19.

Geographic Area: West Miami.

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 8th day of July, 2019.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney for form and legal sufficiency _____

THE CHILDREN'S TRUST
President/CEO
Contracts - </= \$25,000
April 1, 2019 through June 30, 2019

Promote Citizen Engagement and Leadership

1	93rd St Community Development Corporation Inc	60	\$24,000.00	To support the literacy and fitness components of a six (6) week summer program for 60 youth in Liberty City.
2	A Worthy Cause Inc	50	\$12,000.00	To support the literacy and fitness components of a six (6) week summer program for 50 youth in Near South Dade areas.
3	Agape 4 Orphans International Inc	40	\$20,000.00	To support the literacy and fitness components of a seven (7) week summer program for 40 special needs youth in Coconut Grove
4	Association of Exchange and Development of Activities and Partner	40	\$10,000.00	To support an eight (8) week civic engagement and youth advocacy workshop for 30 youth and 10 adults in the South Dade.
5	Center for Social Change Inc	300	\$3,000.00	To provide support a leadership program in nine (9) neighborhoods across Miami-Dade County serving 120 youth and 180 adults.
6	Christian Fellowship Community Development Corporation	50	\$12,000.00	To support the literacy and fitness components of a eight (8) week summer program for 50 youth in Liberty City.
7	Coach Sam Burley Foundation Inc	50	\$12,500.00	To support the literacy and fitness components of a six (6) week summer program for 50 youth in Near South Dade.
8	Dance Center of Florida	45	\$12,000.00	To support the literacy and fitness components of a nine (9) week summer program for 45 youth in Wynnwood.
9	Diva Arts and Entertainment Inc	65	\$10,000.00	To support the literacy and fitness components of a seven (7) week summer program for 65 youth in North Dade.
10	Evolutionary Arts Life Foundation Inc	100	\$20,000.00	To support the literacy and fitness components of a six (6) week summer program for 100 youth in North Dade.
11	Fab Sports Academy Corp	120	\$20,000.00	To support the literacy and fitness components of a nine (9) week summer program for 120 youth in Riverside.
12	G R L Investment Group LLC	5,000	\$1,200.00	To support the 6th Annual Easter Day Extravaganza event and follow community meeting series to build community trust with law enforcement for 2,500 children/youth and 2,500 adults.
13	Grace Christian Ministry	30	\$21,500.00	To support the literacy and fitness components of a six (6) week summer program for 30 youth in Brownsville.
14	Greater St Matthews Holiness Church Inc	50	\$20,000.00	To support the literacy and fitness components of a six (6) week summer program for 50 youth in Florida City.
15	Ground Game Training LLC	60	\$20,000.00	To support the literacy and fitness components of a eight (8) week summer program for 60 youth in South Miami.
16	Guardian Watch Inc	24	\$12,000.00	To support the literacy and fitness components of a six (6) week summer program for 24 Dependency youth in North Dade.
17	Helping Hands Youth Center Inc	25	\$10,000.00	To support the literacy and fitness components of a eight (8) week summer program for 25 youth in Liberty City.
18	JoAnns A Place of Refuge Inc	50	\$20,000.00	To support the literacy and fitness components of a six (6) week summer program for 50 youth in Naranja.
19	Jordan Grove MBL Corp dba Jordan Grove Missionary Baptist Church	25	\$12,000.00	To support the literacy and fitness components of a eight (8) week summer program for 25 youth in Liberty City.
20	Lil Abner Foundation Inc	100	\$7,863.99	To support the literacy and fitness components of a nine (9) week summer program for 100 youth in Sweetwater Area.
21	Loyola Elementary LLC	50	\$15,000.00	To support the literacy and fitness components of a nine (9) week summer program for 50 youth in West Dade.
22	Macedonia Community Outreach Ministries Inc	30	\$15,000.00	To support the literacy and fitness components of a six (6) week summer program for 30 youth in Coconut Grove.
23	MC3 Consulting Inc	100	\$10,000.00	Facilitate the development and/or implementation of a community plans in three neighborhoods with at least 100 residents in Miami-Dade County.
24	Miami Youth Garden Inc	50	\$20,000.00	To support the literacy and fitness components of a eight (8) week summer program for 50 youth in Liberty City.
25	NAMI Miami Dade County Inc	500	\$10,000.00	To support youth mental health awareness and advocacy through a three (3) month outreach effort for 500 youth countywide.
26	National Black Child Development Institute Inc Miami Affiliate	20	\$10,000.00	To support the community planning with residents and providers in a 12 week workshop for 20 participants in Coconut Grove.
27	PFA Charities Inc	400	\$21,000.00	To support the water safety and swimming components of a six (6) week summer program for 400 youth in Liberty City.
28	Pswap Mentoring and Swim Organization Inc	1,250	\$24,500.00	To support the water safety and swimming components of a six (6) week summer program for 1,000 children/youth and 250 parents in multiple locations throughout Miami-Dade County.
29	RER Consulting Enterprise LLC	60	\$10,000.00	To support the youth / police relations through a three (3) month advocacy and outreach program for 60 youth throughout Miami-Dade County.

30	The Center for Virtual and Community Advancement Inc	60	\$20,000.00	To support the literacy and fitness components of a six (6) week summer program for 60 youth in Florida City.
31	The Greater Goulds Optimist Club Inc	75	\$23,750.00	To support the literacy and fitness components of a nine (9) week summer program for 75 youth in the Goulds neighborhood in South Dade.
32	The Historic Hampton House Community Trust Inc	250	\$20,000.00	To promote community awareness and advocacy among 250 families and their young children (350) under six years old.
33	The Optimist Foundation of Greater Goulds Florida Inc	40	\$12,000.00	To support the literacy and fitness components of a six (6) week summer program for 40 youth in Goulds.
34	The START Program Inc	30	\$15,000.00	To support the literacy and fitness components of a six (6) week summer program for 30 youth in Coconut Grove.
35	The West Perrine Community Development Corporation Inc.	1,000	\$13,000.00	To support a 16 week community advocacy effort in South Miami-Dade County for over 750 Youth and 250 parents using music to support positive academic outcomes and social change.
36	Tomlin Transportation Consulting Inc	20	\$10,000.00	To support the literacy and drivers education components of a six (6) week summer program for 20 youth in Perrine.
37	Triumph Steps Inc	80	\$12,000.00	To support the social emotional component of a six (6) week summer program for 80 youth countywide.
38	Triumph Steps Inc	20	\$10,000.00	To support the youth mental health awareness and advocacy through a three (3) month outreach effort for 20 providers countywide.
39	Urban Promise Miami	20	\$20,000.00	To support the literacy and fitness components of a seven (7) week summer program for 20 youth in Riverside Park neighborhood in Little Havana.
40	Youth Development Institute Inc	30	\$23,000.00	To support the literacy and fitness components of a six (6) week summer program for 30 youth in North Dade.
	Subtotal	10,369	\$594,313.99	Note: These 40 grants serve 10,369 children/youth and adults throughout Miami-Dade County. The grantees also leverage funds from other funders and sources amounting to \$1,018,472.42. This is a 1:1.7 funding leverage investment opportunity for The Children's Trust.
Public Awareness and Program Promotion				
1	National Black Child Development Institute Inc Miami Affiliate	350	\$6,000.00	Event to promote literacy and wellness education for children and their families ranging from age 0 to 18.
2	Omega Power and Praise Ministry Inc	1,000	\$1,500.00	Sponsorship of Omega Power and Praise Ministry, one-day Family and Community Awareness Expo.
3	Sosyete Koukouy of Miami Inc	2,500	\$2,000.00	For sponsorship of Little Haiti Book Festival promotes literacy to children and their families.
	Subtotal	3,850	\$9,500.00	Note: These three (3) grants serve 3,850 children/youth and adults throughout Miami-Dade County. The grantees also leverage funds from other funders and sources amounting to \$83,340.00. This is a 1:8.8 funding leverage investment opportunity for The Children's Trust.
	Program		Total Funded	# Contracts
	Promote Citizen Engagement and Leadership	10,369	\$594,313.99	40
	Public Awareness and Program Promotion	3,850	\$9,500.00	3
	TOTAL	14,219	\$603,813.99	43