



**Board of Directors**  
**Monday, June 19, 2017**

**4:00 p.m.**

**Location:**  
**United Way – Ansin Building**  
**3250 SW 3<sup>rd</sup> Avenue**  
**Miami, Florida 33129**  
**Ryder Room**





## Board of Directors Meeting

Monday, June 19, 2017  
 3250 S.W. 3<sup>rd</sup> Avenue (Coral Way)  
 United Way – Ryder Room  
 4:00 p.m. – 6:00 p.m.

### AGENDA

<u>Board of Directors</u>	4:00 p.m.	<b>Welcome and opening remarks</b>	Laurie Weiss Nuell <i>Chair</i>
Laurie Weiss Nuell Chair Lily de Moya Vice Chair Kenneth C. Hoffman Treasurer Claudia Grillo Secretary	4:05 p.m.	<b>Public comments</b>	
Daniel Bagner, Ph.D. Miguel Balsera, Ph.D. Rodester Brandon Anthony Cammisa Alberto M. Carvalho Rep. Nicholas Duran Antonia Eyssalenne, M.D. Gilda Ferradaz Alvin Gainey Karla Hernandez-Mats Nelson Hincapie Pamela Hollingsworth Steve Hope Esther Jacobo Tiombe Bisa Kendrick-Dunn Inson Kim Marissa Leichter Frank Manning Susan Neimand, Ph.D. Marta Pérez, Ph.D. Hon. Orlando Prescott Hon. Isaac Salver Com. Xavier L. Suarez Mark Trowbridge Karen Weller	4:15 p.m.	<b>Approval of May 22, 2017 Board of Directors minutes summary</b>  <i>(Additional Items Packet) (Pgs. 4-5)</i>	Claudia Grillo <i>Secretary</i>
	4:20 p.m.	<b>Appreciation for outstanding service to The Children's Trust</b>	James R. Haj <i>President/CEO</i>
	4:25 p.m.	<b>Recognition of Youth Advisory Committee</b>	Donovan Lee-Sin <i>Director of Public Policy and Community Engagement</i>
	4:30 p.m.	<b><u>Finance Committee Meeting Report</u></b>	Isaac Salver <i>Finance &amp; Operations Committee Member</i>
		<b>Preliminary Budget for FY 2017-18</b>	
		<ul style="list-style-type: none"> <li>• <i>June 1 Ad-valorem tax estimate</i></li> </ul>	James R. Haj <i>President/CEO</i> William Kirtland <i>Chief Financial Officer</i>
David Lawrence Jr. Founding Chair  James R. Haj President & CEO  County Attorney's Office Legal Counsel	4:45 p.m.	<b>Resolutions</b>	Isaac Salver <i>Finance &amp; Operations Committee Member</i>

**Resolution 2017-96:** Authorization to negotiate and execute a contract with Albarni Caballero & Fierman, LLP in a total amount not to exceed \$25,500.00, for a term of up to 12 months commencing August 1, 2017 and ending July 31, 2018. *(Pgs. 6-7)*

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 2017-97:** Authorization to negotiate and execute a contract with Tribridge, for a term of 16 months commencing June 20, 2017 and ending September 30, 2018, to provide Infrastructure as a Service (IaaS) for The Children's Trust in a total amount not to exceed \$215,000.00. (Pgs. 8-9)

5:00 p.m. **Program Services & Childhood Health Committee Meeting Report**

Pamela Hollingsworth  
*Program Services & Childhood Health Committee Chair*

5:05 p.m. **Presentation by Miami-Dade County Department of Cultural Affairs**

Michael Spring  
*Senior Advisor, Miami-Dade County Office of the Mayor  
Director, Miami-Dade County Department of Cultural Affairs*

**Resolution 2017-98:** 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. The contract shall extend for a term of 12 months, commencing October 1, 2017 and ending September 30, 2018, in a total amount not to exceed \$1,245,328.00 (Pgs. 12-14)

**Resolution 2017-99:** Authorization to negotiate and execute a second and final contract with Catalyst Miami, Inc., to manage the small Community Based Organizations (CBO) capacity building initiative. Contract renewal to be for a term of 13 months, commencing July 1, 2017 and ending July 31, 2018, in a total amount not to exceed \$200,000.00. (Pgs. 15-17)

**Resolution 2017-100:** Authorization to negotiate and execute a second and final contract with 21 small Community Based Organizations (CBOs) to continue participation in a two year capacity building initiative. Each small CBO receives an award to support an individualized capacity-building plan. Amounts awarded will range from \$20,000.00 to \$50,000.00. Contract renewals will be for a term of up to 12 months, commencing August 1, 2017 and ending July 31, 2018, in a total amount not to exceed \$585,000.00. (Pgs. 18-20)

5:30 p.m. **Executive Committee Meeting Report**

Laurie Weiss Nuell  
*Chair*

**Ratification of Resolution 2017-101:** Authorization to negotiate and execute a contract, for a term of 16 months commencing June 20, 2017 and ending September 30, 2018, with Merge IT, Inc., to update Great Plains, the existing financial accounting system used by The Children's Trust, in a total amount not to exceed \$200,000.00. (Pgs. 10-11)

5:50 p.m. **CEO Report**

James R. Haj  
*President/CEO*

- Board attendance (Pgs. 21-22)
- Financial Disclosure reminder due: July 1, 2017

6:00 p.m. **Adjourn**

**Reminder:**  
**Next Board of Directors Meeting: \*Monday, July 10, 2017\***

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  
May 22, 2017  
4:06 p.m.**

**These actions were taken by The Children's Trust on May 22, 2017**

**Motion to approve the April 24, 2017, Board of Directors minutes was made by Kenneth C. Hoffman and seconded by Alvin Gainey. Motion passed unanimously, 23-0.**

**Finance & Operations Committee Report**

**Resolution 2017-85: Motion to approve the resolution was made by Isaac Salver and seconded by Steve Hope. Authorization to expend up to \$50,000.00 for Community Engagement Team support services with Hermantin Consulting, LLC., from July 1, 2017 to September 30, 2018. Motion passed unanimously, 23-0.**

**Resolution 2017-86: Motion to approve the resolution was made by Lily de Moya and seconded by Steve Hope. Authorization to increase previously approved award of \$115,000.00 to WebAuthor.com, LLC, by an additional \$15,000.00 for the development of functionality for Trust Central. Contract to be for a term of 12 months, commencing October 1, 2016 to September 30, 2017, for a total award in an amount not to exceed \$130,000.00. Motion passed unanimously, 23-0.**

**Resolution 2017-87: Motion to approve the resolution was made by Alvin Gainey and seconded by Pamela Hollingsworth. Authorization to negotiate and execute a contract with WebAuthor, a company selected from the approved vendor pool, to establish an Integrated Data Repository for The Children's Trust. The contract shall be for a term of 4 months commencing June 1, 2017 and ending September 30, 2017, and in a total amount not to exceed \$212,000.00. Motion passed unanimously, 23-0.**

**Resolution 2017-88: Motion to approve the resolution was made by Nelson Hincapie and seconded by Alvin Gainey. Amendment of resolution #2017-17 to authorize the President/CEO to execute contract amendments with a provider that has changed its name, without board approval. This action will promote more effective and efficient operations of The Children's Trust. Motion passed unanimously, 23-0.**

**Program Services & Childhood Health Committee Meeting Report**

**Resolution 2017-89: Motion to approve the resolution was made by Kenneth Hoffman and seconded by Dr. Susan Neimand. Authorization to negotiate and execute a one year contract with Catalyst Miami, Inc. (formerly known as Human Services Coalition, Inc.) for a local funding match to a federal grant for the Public Allies program. Contract to commence July 1, 2017 and end June 30, 2018, in a total amount not to exceed \$100,000.00. Motion passed unanimously, 23-0.**

**Resolution 2017-90: Motion to approve the resolution was made by Pamela Hollingsworth and seconded by Alvin Gainey. Authorization to negotiate and execute third and final contract renewals with 13 providers for home visitation and individual parenting programs. Each contract renewal to be for a term of 12 months, commencing August 1, 2017 and ending July 31, 2018, in a combined total amount not to exceed \$4,950,550.00. Motion passed, 21-0. Recusals by Dr. Daniel Bagner and Dr. Antonia Eyssallenne.**

**Resolution 2017-91: Motion to approve the resolution was made by Dr. Susan Neimand and**  
Minutes/Summary of May 22, 2017 Board of Directors Meeting

**seconded by Rodester Brandon.** Authorization to negotiate and execute third and final contract renewals with 17 providers for group-based and advocacy parenting programs. Each contract renewal to be for a term of 12 months, commencing August 1, 2017 and ending July 31, 2018, in a combined total amount not to exceed \$5,079,537.00. **Motion passed, 21-0. Recusals by Dr. Daniel Bagner and Dr. Antonia Eyssallenne.**

**Resolution 2017-92: Motion to approve the resolution was made by Mark Trowbridge and seconded by Dr. Daniel Bagner.** Authorization to negotiate and execute third and final contract renewals with Miami Dade Family Learning Partnership and Miami Dade College for early literacy programming as part of the Read to Learn initiative. Each contract renewal to be for a term of 12 months, commencing August 1, 2017 and ending July 31, 2018, in a combined total amount not to exceed \$867,664.00. **Motion passed, 22-0. Recusal by Dr. Susan Neimand**

**Resolution 2017-93: Motion to approve the resolution was made by Alvin Gainey and seconded by Dr. Susan Neimand.** Authorization to negotiate and execute a third and final 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. Contract to be for a term of 12 months, commencing August 1, 2017 and ending July 31, 2018, in a total amount not to exceed \$1,026,000.00. **Motion passed, 22-0. Recusal by Dr. Antonia Eyssallenne.**

**Resolution 2017-94: Motion to approve the resolution was made by Alvin Gainey and seconded by Rodester Brandon.** Authorization to negotiate and execute a third and final contract with the University of Miami (UM)-Nova Southeastern University (NSU) Center for Autism and Related Disabilities (CARD) for autism spectrum disorders (ASD) diagnostic evaluation services. Contract renewal to be for a term of 12 months, commencing August 1, 2017 and ending July 31, 2018, in a total amount not to exceed \$300,000.00. **Motion passed, 22-0. Recusal by Dr. Antonia Eyssallenne.**

**Resolution 2017-95: Motion to approve the resolution was made by Pamela Hollingsworth and seconded by Marissa Leichter.** Authorization to negotiate and execute contracts with 14 providers selected following a competitive solicitation for Family and Neighborhood Support Partnerships (formerly known as Service Partnerships). The providers recommended for funding are listed below in a combined total amount of \$8,274,814.00. Each initial contract will be for a term of 12 months, commencing August 1, 2017 and ending July 31, 2018, with three possible 12-month renewals. **Motion passed unanimously, 23-0.**

**Meeting adjourned at 5:32 p.m.**

## The Children's Trust Board Meeting

Date: June 19, 2017

Resolution: 2017-96

---

**Strategic Plan Priority Investment Area:** General Administration of The Children's Trust

**Strategic Plan Headline Community Result(s):** Not applicable

**Recommended Action:** Authorization to negotiate and execute a contract with Alberni Caballero & Fierman, LLP in a total amount not to exceed \$25,500.00, for a term of up to 12 months commencing August 1, 2017 and ending July 31, 2018.

**Budget Impact:** Funding is allocated for FY 2016-17 and is projected to be available in the FY 2017-18 budget.

---

**Description of services to be provided:** Upon the recommendation of the Finance and Operations Committee, The Children's Trust desires to contract with Alberni Caballero & Fierman, LLP for \$25,500.00 to perform financial auditing services of The Children's Trust for the fifth consecutive year, as allowed for in the bylaws of The Children's Trust, as well as in consideration of the Recommended Practice – Audit Procurement by the Governmental Finance Office Association (GFOA) that governmental entities enter into multiyear agreements of at least five years in duration. The GFOA's recommendation recognizes that having multiyear agreements of at least five years in duration allows for a) greater continuity b) aids in the minimization of the potential for disruption in the connection with the annual financial audit, and c) helps to reduce audit costs by allowing auditors to recover certain "start-up" costs over several years.

The recommendation to contract with Alberni Caballero & Fierman, LLP for a fifth year is based upon the firm's satisfactory performance of The Children's Trust's financial audits. Factors considered in Alberni Caballero & Fierman, LLP's satisfactory performance rating include the auditor firm's competence, cooperativeness, thoroughness, the reasonable performance of the audit and the auditor's satisfaction of pertinent deadlines.

**Background:** Florida Statutes, section 218.39, requires an independent certified public accountant conduct an annual financial audit of The Children's Trust's accounts and records within nine months of the end of its fiscal year. Additionally, The Children's Trust's bylaws allow for the use of the same external auditor for up to five consecutive years.

Alberni Caballero & Fierman, LLP, was initially selected by the Finance and Operations Committee through a competitive solicitation process in 2013; the contract is in its fourth year and will end on July 31, 2017.

**Geographic Area:** Not applicable.

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**  
**19<sup>th</sup> day of June, 2017.**

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: June 19, 2017**

**Resolution: 2017-97**

---

**Strategic Plan Priority Investment Area:** Program & Professional Development: Program Evaluation & Community Research, Information Technology

**Strategic Plan Headline Community Result(s):** Cross Cutting

**Recommended Action:** Authorization to negotiate and execute a contract with Tribridge, for a term of 16 months commencing June 20, 2017 and ending September 30, 2018, to provide Infrastructure as a Service (IaaS) for The Children's Trust in a total amount not to exceed \$215,000.00.

**Budget Impact:** Funding is allocated for FY 2016-17 and is projected to be available for FY 2017-18.

---

**Description of services:** An Infrastructure as a Service (IaaS) solution. The IaaS solution entails hiring an IT vendor to manage The Trust IT infrastructure and removing Trust staff from doing the tasks associated with managing the infrastructure. The IaaS solution will allow The Trust to retire or drastically reduce hardware and software infrastructure it currently owns and operates. It also provides the professional services and expertise required to complete the transition from The Trust owned environment into the vendor owned environment. In addition to managing the necessary servers and associated software to run a secure infrastructure, the vendor will provide end user support. End user support will provide Trust end users with the ability to securely access business applications, while connected to the internet. The Trust selected Tribridge to provide IaaS services. The vendor will provide an email accessed help desk to manage and route trouble tickets.

**Background:** The Children's Trust issued a request for qualifications (RFQ #2017-06) in November 2016 seeking applicants for a three year technology services vendor pool to commence on January 1, 2017. Tribridge is one of six companies selected to join the 2016-2019 technology services vendor pool (out of nine applicants), and one of five approved for IaaS services. This vendor was selected because of its: (1) experience in similar IaaS projects; (2) understanding of the scope of work demonstrated by thoroughness of response; and, (3) cost efficiency and technological soundness of the proposed solution.

Tribridge is a national IT consulting firm focused on providing technology solutions to public and private sector organizations across the United States, with more than 4,000 active customers. The majority of Tribridge's customers have traditionally worked with Tribridge on their ERP and CRM systems, including Microsoft Dynamics, Microsoft CRM, and NetSuite. In the late-2000s, Tribridge became a cloud pioneer, developing and investing in its own cloud solution to provide its customers a best-of-breed solution for mission critical business systems. Our Application Heritage, or understanding of business systems and users' reliance on them that have powered the expansion of our Concerto Cloud Services into a mid-market cloud leader. And it's this commitment to "always on" and "premium comes standard" which infuses our service offerings, whether they be professional services (IDR, BI) or continuous services (Cloud, IT Services).

**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 19<sup>th</sup> day of June, 2017.**

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: June 19, 2017**

**Resolution: 2017-98**

---

**Strategic Plan Priority Investment Areas:** Youth Development: Youth Enrichment, Employment and Supports

**Strategic Plan Headline Community Result(s):** 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 one year contract with Miami-Dade County Department of Cultural Affairs, for a local funding match for cultural arts programs. The contract shall extend for a term of 12 months, commencing October 1, 2017 and ending September 30, 2018, in a total amount not to exceed \$1,245,328.00.

**Budget Impact:** Funding is projected to be available in FY 2017-18.

---

**Description of Services:** The Children's Trust will award matching funds to Miami-Dade County Department of Cultural Affairs (County) for the purpose of funding non-profit organizations that provide cultural arts programs for children and families in Miami-Dade County. The County issues competitive grants throughout the year and, through The Children's Trust's match funds, commits, at a minimum, 100% leverage funding for its youth art/arts education programs. The match funding supports grants to programs within the categories listed below:

**1. YOUTH ARTS ENRICHMENT PROGRAM (YEP)**

YEP programs enrich the lives of children by making the arts available to more children and families throughout Miami-Dade County whereby children will have opportunities to have positive live experiences through:

- Arts Instruction
- Arts Intervention
- In-school Performances and/or Public Performances
- Healing/Expressive Arts
- Public Performance/Exhibitions

**2. ALL KIDS INCLUDED (AKI)-ACCESSIBLE ARTS EXPERIENCES FOR KIDS**

AKI's mission is to increase the number of quality arts experiences accessible to children with disabilities and their families, and to promote the benefit and importance of inclusionary arts and cultural programs in school settings and the community. This program makes resources available to non-profit organizations, including funding, ideas, information, technical assistance and programs. AKI provides funding to non-profit organizations to create ADA/Accessible arts experiences for children with disabilities, which affords all children with the opportunity to participate fully in the arts. Project-

based funding is provided in two categories: demonstration projects to create high-profile, innovative, fully accessible arts experiences; and programs using the arts as learning tools to help teach and include children with disabilities in the classroom and community.

### 3. **SUMMER ARTS & SCIENCE CAMPS FOR KIDS (SAS-C)**

The objective of the SAS-C Program is to provide grant funding to non-profit organizations that provide underserved children in Miami-Dade County with opportunities to attend high quality cultural arts or science summer camp programs at little or no cost. SAS-C funding is intended to augment existing programs, providing more children with the opportunity to participate in cultural arts and science summer camps.

The Miami-Dade County Department of Cultural Affairs grant applications are reviewed and rated by experienced community participants with expertise in the arts and staff members from The Children's Trust. Programs awarded funding through this grant process are cross-checked against programs funded by The Children's Trust to avoid duplicative services. To ensure program & participant progress and quality improvement, the Miami-Dade County Department of Cultural Affairs works with The Children's Trust to develop appropriate outcome measures for the funded programs.

Under the current contract, The Miami-Dade County Department of Cultural Affairs:

- Awarded grants to total of 67 non-profit arts groups
- Served an estimated 58,307 children, including children/youth with disabilities.
- Exceeded 85% outcome achievement targets in;
  - o Improve proficiency of arts skills
  - o Increase positive peer relationships
  - o Improve science skills
  - o Educators will increase knowledge of strategies related to arts-based learning in inclusive settings.
- Focused more programming on ongoing/long term projects with measurable outcomes, which resulted in a 100% increase in children/youth served in YEP programs (1,456 to 3,749).
- Increased children/youth served in SAS-C programs by 50% (599 to 906).

#### **Background:**

The Trust has successfully partnered with Miami-Dade County Department of Cultural Affairs since 2007. The Children's Trust realizes the importance of exposing children to visual arts, music, story-telling and dramatic play and desires to continue providing match funding to the Miami-Dade County Department of Cultural Affairs to fund non-profit organizations that provide cultural arts programs for children and families in Miami-Dade County.

Research has repeatedly demonstrated that art can enhance children's experiences in almost every social and academic standard of achievement. Further, by almost every measure, children who have the opportunity to study art are happier, more self-confident and more likely to academically outperform those who do not have the same opportunity. Below is a summary of research based outcomes related to youth arts programming:

- Researchers from the National Endowment for the Arts found that low socio-economic status (SES) teens and young adults with past high-arts participation show

better academic outcomes than do their low-arts, low-SES peers. To differing degrees, the researchers found that high arts participation is positively connected with "school grades, test scores, honors society membership, high school graduation, college enrollment and achievement, volunteering, and engagement in school or local politics," as well as with higher rates of participation in extracurricular activities in high school and college (Catterall & Hampden,2012)

- Students of all ages who participate in out-of-school arts education exhibit higher academic achievement as measured by grades, IQ, standardized test scores, and high graduation rates. Studies show adults continue to reap academic benefits of childhood arts education in later stages of life (Katz-Buinincontro, 2005).

The Children’s Trust’s funding awarded hereby augments existing programs, providing more children with the opportunity to participate in cultural arts and science summer camps. Priority attention is given to funding projects that address children whose ability to participate in such programs may be limited by geography, economics or disability.

**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 19<sup>th</sup> day of June, 2017.**

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: June 19, 2017**

**Resolution: 2017-99**

---

**Strategic Plan Priority Investment Areas:** Program & Professional Development: Supports for quality program implementation and fiscal/administrative functions. Community Awareness & Advocacy: Cross-funder collaboration of goals, strategies and resources.

**Strategic Plan Headline Community Result(s):** Supports for quality program implementation and fiscal/administrative functions.

**Recommended Action:** Authorization to negotiate and execute a second and final contract with Catalyst Miami, Inc., to manage the small Community Based Organizations (CBO) capacity building initiative. Contract renewal to be for a term of 13 months, commencing July 1, 2017 and ending July 31, 2018, in a total amount not to exceed \$200,000.00.

**Budget Impact:** Funding for this resolution is allocated for FY 2016-17 and is projected to be available in FY 2017-18.

---

**Background:** Following the last round of competitive solicitations in 2015 and at the 2015 board retreat, the board addressed a need to provide capacity building for small CBOs that were not approved for Trust funding. Initially, Trust staff planned to provide capacity building to the small CBOs and to manage and orchestrate services of a large pool of capacity building consultants. However, upon further consideration, it was determined that partnering the CBOs with a community agency would provide better insight and expertise and the plan was revised.

Resolution 2016-85 approved a contract with Catalyst Miami in the amount of \$200,000.00 per year for two years to serve as the community agency. Catalyst Miami is in its third year of operating Miami Thrives Network (Network), which is a group of service providers. Among other things, Miami Thrives provides challenge-focused learning experiences designed to build the capacity of organizations. The Network provides a mix of didactic learning (workshops, presentations) and peer-to-peer engagement oriented toward concrete action which leads to tangible results.

**Description of services to be provided:** Catalyst Miami will manage the small CBO capacity building initiative for the twenty-one (21) small CBOs awarded Trust funding for individualized programmatic and fiscal capacity-building.

Catalyst Miami staff, through the Miami Thrives Network, coordinated services provided under the capacity building initiative. This arrangement leverages additional resources available through the Network, including access to local and national experts in various disciplines to help small CBOs improve their fiscal, programmatic and administrative acumen. The Children's Trust's staff will continue to work closely with Catalyst Miami in selecting and

guiding various experts to ensure that the program is executed in alignment with its goals of supporting small CBOs to:

- Deliver high quality evidence-based services with fidelity;
- Practice strong administrative and fiscal management;
- Engage in continuous learning and quality improvement;
- Foster financial sustainability, including revenue from diverse sources; and
- Advance parent and community engagement, as well as resident advocacy.

Participating CBO leadership engage in a number of capacity building activities that support successful implementation of each CBO's development plan. These activities include, but are not limited to, organizational assessment, training, group workshops, on-site coaching and networking opportunities. Leadership development and development of adaptive capacities are infused within all of the activities. The number of workshops within each topical category is based on the needs of the participants.

Additionally, expert coaching provided to the CBOs is tailored to focus on goals set in each CBO's development plan, which was created using needs identified through assessments by and interviews with Trust staff. During this contract term, coaching topics will be more diverse and based on organizational needs that will be determined through additional assessments, observations, and goal-setting.

From August 2016 through May 2017, qualified experts provided workshops in the following areas:

August 2016	Telling Your Story
September 2016	PR/Marketing
October 2016	Financial Health 101
November 2016	Resource Development, Part 1
December 2016	Grant Writing
January 2017	Performance Measurement, Part 1
February 2017	Performance Measurement, Part 2
March 2017	Budgeting
April 2017	Board Development
May 2017	Resource Development, Part 2: Non-Cash Resources

From September 1, 2016, through June 30, 2017, each participating small CBO has received, or will receive coaching in the following topic areas for the number of hours indicated:

Financial	10 hours
Program Development	10 hours
Resource Development	10 hours
Grant Review	5 hours

**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 19<sup>th</sup> day of June, 2017.**

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: June 19, 2017

Resolution: 2017-100

---

**Strategic Plan Priority Investment Area:** Program and Professional Development (PPD)

**Strategic Plan Headline Community Result(s):** Supports for quality program implementation and fiscal/administrative functions.

**Recommended Action:** Authorization to negotiate and execute a second and final contract with 21 small Community Based Organizations (CBOs) to continue participation in a two year capacity building initiative. Each small CBO receives an award to support an individualized capacity-building plan. Amounts awarded will range from \$20,000.00 to \$50,000.00. Contract renewals will be for a term of up to 12 months, commencing August 1, 2017 and ending July 31, 2018, in a total amount not to exceed \$585,000.00.

**Budget Impact:** Funding for this resolution is allocated for FY 2016-17 and is projected to be available in FY 2017-18.

---

### Background:

On January 20, 2016, The Children's Trust issued a request for proposals (RFP), 2016-05, for small CBOs to participate in an intensive, two-year fiscal and programmatic capacity-building initiative. The Trust sought to engage small community-based organizations that demonstrated a strong desire and commitment to strengthen their agencies and whose core mission was to serve the needs of children and families in Miami-Dade County. Based on community feedback, discussion at committee meetings and literature review, for the purposes of this Program and Professional Development (PPD) initiative, small CBO was defined as:

- Having an annual fiscal budget of \$500,000.00 or less (excluding the value of in-kind services);
- Providing services to children and families that address identified community needs; and
- Targeting specific populations:
  - Children and families living in a high poverty neighborhood
  - Or, populations of special need such as children with disabilities, homeless, foster care, juvenile justice, or experiencing other challenges.

Additionally, faith-based organizations that meet the above criteria were eligible for this PPD initiative; for-profit entities were not.

The Children's Trust staff and external reviewers received and reviewed applications from fifty-six (56) organizations. Twenty-two (22) applicants were approved to participate in the initiative. The contract for one of the agencies will not be renewed as it can no longer satisfy contractual requirements.



The funding award available to each agency varies and is based on the agencies' annual operating budget, as indicated below:

<u>Award (per year)</u>	<u>Agency annual budget</u> (excluding value of in-kind goods and services)
\$20,000.00	Less than \$100,000.00
\$35,000.00	\$100,000.00 to \$300,000.00
\$50,000.00	\$300,001.00 to \$500,000.00

**Description of services to be provided:**

Each small CBO participating in this two year initiative receives a funding award for individualized programmatic and fiscal capacity-building. The twenty-one (21) small CBOs recommended for renewal are engaged in a number of capacity-building activities (coordinated by The Children's Trust and Catalyst Miami staff) that support successful implementation of each CBO's capacity-building plan. The participating CBOs have actively and consistently participated in all required activities and are successfully progressing through their individual capacity-building plans. These activities include, but are not limited to, organizational assessment, training, on-site coaching and networking opportunities.

A team of qualified individuals provide capacity-building in the following areas:

- Board development and executive leadership;
- Strategic planning;
- Resource development and fundraising;
- Effective management of people;
- Program quality (including design, implementation and monitoring/evaluation for continuous learning);
- Community engagement, community cultural sensitivity and collaboration;
- Communications; and
- Fiscal capacity building services

During the past year, each of the agencies listed below created an individualized capacity building plan and participated in monthly workshops delivered by content experts. A range of topics including marketing, budgeting, grant writing, performance measurement and resource and board development were covered.

From September 1, 2016, through June 30, 2017, each participating CBO has received or will receive individualized coaching in the following areas for the number of hours indicated:

Financial	10 hours
Program Development	10 hours
Resource Development	10 hours
Grant Review	5 hours

**Contracts for Renewal:**

<b>Organization</b>	<b>Funding Amount</b>
Alliance for Musical Arts Productions, Inc.	\$20,000.00
ArtSouth, a Not-for-Profit Organization	\$20,000.00
Be Strong International formerly known as Abstinence Between Strong Teens Int'l, Inc.	\$35,000.00
Buzzy Kids, Inc.	\$20,000.00
Code Explorers, Inc	\$20,000.00

Colombian American Service Association Inc. Casa	\$20,000.00
Diva Arts & Entertainment Inc.	\$35,000.00
Empowering Youth, Inc.	\$50,000.00
Fatherhood Task Force of South Florida	\$20,000.00
Foundation of Community Assistance & Leadership, Inc	\$20,000.00
Guitars Over Guns Organization, Inc	\$50,000.00
Latinos United in Action Center, Inc.	\$20,000.00
Miami Dance Project, Inc	\$50,000.00
Open Arms Community Center	\$20,000.00
Project Motherpath, Inc.	\$20,000.00
Prosperity Social & Community Development Group, Inc.	\$20,000.00
South Florida Youth Symphony, Inc.	\$35,000.00
Sunset TRP Inc, DBA Whispering Manes Therapeutic Riding Center	\$35,000.00
The Liberty City Optimist Club of FL., Inc	\$35,000.00
The Paragon Partnership Inc.	\$20,000.00
Youth Education through Sports	\$20,000.00
TOTAL	\$585,000.00

Participation in this initiative is not a guarantee of future funding by 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 19<sup>th</sup> day of June, 2017.**

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: June 19, 2017

Resolution: 2017-101

---

**Strategic Plan Priority Investment Area:** Program & Professional Development: Program Evaluation & Community Research, Information Technology

**Strategic Plan Headline Community Result(s):** Cross Cutting

**Recommended Action:** Authorization to negotiate and execute a contract, for a term of 16 months commencing June 20, 2017 and ending September 30, 2018, with Merge IT, Inc., to upgrade Great Plains, the existing financial accounting system used by The Children's Trust, in a total amount not to exceed \$200,000.00.

**Budget Impact:** Funding is allocated for FY 2016-17 and is projected to be available for FY 2017-18.

---

### Background:

In 2012, The Children's Trust upgraded its financial accounting system to Dynamics Great Plains version 2010 (GP 2010). This version of Great Plains no longer has the capacity to effectively serve the needs of The Trust. Specifically, issues associated with continued use of GP 2010 include, but are not limited to, the following:

- Microsoft discontinued mainstream support for GP 2010. As such, new functionality or adjustments related to changes to Tax, Payroll, or other regulations will not be available; only critical security updates will be released.
- Other components of the GP 2010 solution are reaching their end-of-life or will not be supported in GP 2010 for much longer.

The Trust issued a request for qualifications (RFQ #2017-07) in March 2017 seeking applicants for Software as a Service vendor for a period of three years, to commence on June 1, 2017. Because the cost of services proposed in response to the March RFQ exceeded The Trust's expectations, the solicitation was cancelled in May 2017. Shortly thereafter, on May 15, 2017 the Trust issued a revised RFQ (RFQ #2017-07).

Merge IT, Inc. ("Merge IT"), is one of two companies that responded to both of the RFQs. This vendor is being recommended for funding because of its: (1) experience in similar GP as a Service projects; (2) understanding of the scope of work required by The Trust as demonstrated by the thoroughness of its response; (3) ability to provide business solutions that anticipate the needs of its clients; and (4) the cost efficiency and technological soundness of the proposed solution.

Merge IT's business solutions group has been operating since 1999 (f/k/a Enterprise Resources Technology Group). Merge IT's team has the experience and proven track record to implement Microsoft Dynamics technology solutions that align with The Trust's business goals. It offers a wide range of Microsoft Dynamics business technology services powered by proven methodologies, process optimization and best practices.

### Description of services:

An upgrade to the newest version of GP will allow The Trust to gain efficiencies through:

- Using electronic signatures which will reduce the turnaround time for approvals;

- Using fewer excel spreadsheets and instead using the GP to automate calculation and reconciliation, as appropriate;
- Easier reconciliation because the necessary documentation and information is being stored and tracked in a centralized location; and
- Overall streamlining of the fiscal business processes by eliminating a number of the manual processes.

These services will assist The Trust in attaining its information technology goals.

**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 19<sup>th</sup> day of June, 2017.**

THE CHILDREN'S TRUST  
MIAMI-DADE COUNTY, FLORIDA

BY \_\_\_\_\_

SECRETARY

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

## Board of Directors meeting October 2016 - September 2017

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

Qty	Board Member	2016					2017					Absent	Present	Inactive/ Pending Mtgs.	Designee	
		Oct. 19	Nov. 14	Jan. 25	Feb. 13	Mar. 13	Apr. 24	May 22	Jun 19	July 24	Sept. (Trim I) 11					Sept. (Trim II) 18
1	Dr. Daniel Bagner	X	X	X	X	X	X	X					0	7	4	0
2	Dr. Miguel Balsera	X	X	X	X	A	X	X					1	6	4	0
3	Rodester Brandon	A	X	X	X	X	X	X					1	6	4	0
4	Anthony Cammisa	A	X	X	A	A	A	A					3	2	4	0
5	Alberto Carvalho (designee Dr. Magaly C. Abrahante as of Jan. 14, 2013)	A	D	A	D	D	A	D					2	0	4	4
6	Lileana de Moya	X	X	A	X	X	X	X					1	6	4	0
7	Rep. Nicholas Duran			A	X	A	A	A					4	1	6	0
8	Dr. Antonia Eyssallenne				X	X	A	X					1	3	7	0
9	Gilda Ferradaz	A	X	X	X	X	X	X					1	6	4	0
10	Alvin Gainey	X	X	X	X	A	X	X					1	6	4	0
11	Claudia Grillo	A	X	X	X	X	X	X					1	6	4	0
12	Karla Hernandez-Mats	A	X	A	X	A	X	A					4	3	4	0
13	Nelson Hincapie	X	A	X	X	A	X	X					2	5	4	0
14	Kenneth C. Hoffman	X	X	X	A	X	X	X					1	6	4	0
15	Pamela Hollingsworth	X	X	X	X	A	X	X					1	6	4	0
16	Steve Hope	X	X	A	X	X	A	X					2	5	4	0
17	Esther Jacobo	X	A	X	X	A	X	X					2	5	4	0
18	Tiombe-Bisa Kendrick-Dunn	X	X	X	X	X	X	X					0	7	4	0
19	Inson Kim	A	A	X	X	X	X	X					2	5	4	0

## Board of Directors meeting October 2016 - September 2017

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

Qty	Board Member	2016					2017						Absent	Present	Inactive/ Pending Mtgs.	Designee
		Oct. 19	Nov. 14	Jan. 25	Feb. 13	Mar. 13	Apr. 24	May 22	Jun 19	July 24	Sept. (Trim I) 11	Sept. (Trim II) 18				
20	Marissa Leichter	X	X	X	X	X	X	X					0	7	4	0
21	Frank Manning			X	X	X	X	X					0	5	6	0
22	Dr. Susan Neimand	X	A	A	X	X	X	X					2	5	4	0
23	Laurie Weiss Nuell	X	X	X	X	X	X	X					0	7	4	0
24	Dr. Marta Pérez	X	X	A	X	X	X	X					1	6	4	0
25	Judge Orlando Prescott			X	A	A	X	A					3	2	5	0
26	Hon. Isaac Salver	X	X	X	A	A	X	X					2	5	4	0
27	Com. Xavier Suarez				X	X	X	X					0	4	7	0
28	Mark Trowbridge	A	X	A	A	X	X	X					3	4	4	0
29	Karen Weller	A	X	X	X	X	X	A					2	5	4	0
<b>QUORUM (Present Members)</b>		15	20	19	24	19	24	24	0	0	0	0				
<b>Absent</b>		9	4	8	5	10	3	4	0	0	0	0				
<b>Inactive</b>		0	0	0	0	0	0	0	0	0	0	0				
<b>Designee Attended</b>		0	1	0	1	1	0	1	0	0	0	0				
<b>TOTAL</b>		24	24	27	29	29	27	28	0	0	0	0				