



Joint Finance & Programs Committee Meeting

Thursday, August 29, 2019
3150 S.W. 3rd Avenue (Coral Way)
The Children's Trust – Training Room
9:00 a.m. – 9:30 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
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

9:00 a.m. **Welcome and opening remarks**

Kenneth C. Hoffman
Chair

9:02 a.m. **Public comments**

9:05 a.m. **Approval of July 2, 2019 Finance & Operations minutes Summary**

(Addl. Items packet, Pg. 3)

Steve Hope
Finance & Operations Committee Chair

Resolution 2019-A: Authorization to accept a \$232,600.00 contribution from Miami Beach Chamber Foundation, the fiscal agent for the City of Miami Beach and neighboring municipalities, and to negotiate and execute a fourth contract renewal with Borinquen Medical Health Center, a funded school-based health provider, to provide behavioral health enhancements in all eight public schools in Miami Beach, at a cost equal to the same dollar amount for a term of nine months, commencing October 1, 2019, and ending June 30, 2020. *(Pgs. 4-5)*

9:10 a.m. **Approval of June 6, 2019 Program Services & Childhood Health minutes summary**

(Addl. Items packet, Pgs. 6-7)

Pamela Hollingsworth
Program Services & Childhood Committee Chair

Resolution 2019-B: Authorization to negotiate and execute contracts with the Miami-Dade Family Learning Partnership, Inc. and All in One Mail Shop, Inc. d/b/a All in One Direct Marketing Solutions for the implementation of an expanded birth to five book club, in a total amount not to exceed \$703,000.00, for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020, with four remaining 12-month renewals, subject to annual funding appropriations. *(Pgs. 8-10)*

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.

9:25 a.m. **CEO Report**

James R. Haj
President/CEO

- *Family Expo – September 7, 2019*
- *TRIM I & TRIM II – September 9 & September 16, 2019*

9:30 a.m. **Adjourn**

Reminder:

Next Finance & Ops. Committee Meeting: Thursday, October 10, 2019 at 9:30 a.m.

Next Program Svcs. & Childhood Health Committee Meeting: Thursday, October 10, 2019 at 3:30 p.m.



Finance & Operations Committee Meeting Summary
July 2, 2019
9:32 a.m.

These actions were taken by the Finance & Operations Committee on July 2, 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 June 6, 2019 Finance & Operations Committee meeting minutes was made by Hon. Isaac Salver and seconded by Dr. Magaly Abrahante. Motion passed unanimously, 4-0.

Resolution 2019-A: Motion to recommend the resolution to the Board of Directors on July 8, 2019 was made by Hon. Isaac Salver and seconded by Gilda Ferradaz. 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. **Motion passed unanimously, 4-0.**

Resolution 2019-B: Motion to recommend the resolution to the Board of Directors on July 8, 2019 was made by Hon. Isaac Salver and seconded by Gilda Ferradaz. 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. **Motion passed unanimously, 4-0.**

Resolution 2019-C: Motion to recommend the resolution to the Board of Directors on July 8, 2019 was made by Gilda Ferradaz and seconded by Dr. Magaly Abrahante. 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. **Motion passed unanimously, 4-0.**

First motion to recommend the tentative millage rate of 0.4680 for fiscal year 2019-20 was made by Javier Reyes and seconded by Steve Hope. Motion passed unanimously, 5-0.

Second motion to amend first motion to recommend a tentative millage rate of 0.4680 or retain the previous year millage rate of 0.4415 for the fiscal period 2019-20 was made by Javier Reyes and seconded by Steve Hope. Motion passed unanimously, 5-0.

Third motion to recommend the tentative millage rate equal to last year of 0.4415 for fiscal year 2019-20 was made by Javier Reyes and seconded by Steve Hope. Motion passed unanimously, 5-0.

Fourth motion to amend third motion to recommend a proposed millage rate of 0.4680 or retain the current millage rate of 0.4415 for the fiscal period 2019-20 was made by Javier Reyes and seconded by Steve Hope. Motion passed unanimously, 4-1. Opposed by Hon. Isaac Salver.

Meeting adjourned at 10:30 a.m.

Summary of Actions taken at the July 2, 2019 Finance & Operations Committee Meeting

The Children's Trust Board Meeting

Date: September 9, 2019

Resolution: 2019-A

Strategic Plan Priority Investment Area: Health & Wellness: Comprehensive school-based health.

Strategic Plan Headline Community Result(s): Children regularly access medical, dental, and behavioral health care.

Recommended Action: Authorization to accept a \$232,600.00 contribution from Miami Beach Chamber Foundation, the fiscal agent for the City of Miami Beach and neighboring municipalities, and to negotiate and execute a fourth contract renewal with Borinquen Medical Health Center, a funded school-based health provider, to provide behavioral health enhancements in all eight public schools in Miami Beach, at a cost equal to the same dollar amount for a term of nine months, commencing October 1, 2019, and ending June 30, 2020.

Budget Impact: This item is cost neutral as it is contingent upon receiving \$232,600.00 in external funding from Miami Beach Chamber Foundation, Inc. and the City of Miami Beach.

Description of Services: Five years ago, the City of Miami Beach identified behavioral health as a priority and ultimately raised funds to staff all eight public schools in the city with two licensed mental health professionals to:

- promote a school-wide wellness initiative;
- implement protocols that ensure behavioral screenings are administered efficiently and respectfully;
- support identified students and their families by linking them to appropriate clinical intervention and supportive services;
- collaborate with various clinical teams at the participating schools and in the community; and
- deliver culturally competent services and support systems.

These services will continue to be implemented during the 2019-20 school year.

Programmatic highlights from 2018-19 school year include:

- 1,751 students received individual counseling services;
- 177 families received counseling;
- 33 students received group counseling; and
- more than 96 percent of students receiving counseling services returned to class.

Background: In 2013, the City of Miami Beach and the Miami Beach Chamber Education Foundation ("The Foundation") spearheaded an effort with several community stakeholders to create a health task force. The city sought guidance from the three HealthConnect partners (The Children's Trust, Miami-Dade Health Department and Miami-Dade County Public Schools) and other school health stakeholders to develop a plan of action to address the healthcare needs of students attending the eight public schools located in Miami Beach. The participating schools are Biscayne Elementary School, North Beach Elementary School, South Pointe

Elementary School, Treasure Island Elementary School, Feinberg-Fisher K-8 Center, Ruth K. Broad K-8 Center, Nautilus Middle School, and Miami Beach Senior High School.

The Children's Trust selected the health care provider from the existing Trust funded school-based health providers, and managed and monitored the health services provided at the schools. Borinquen Medical Health Center, a participating member of the task force, was selected to provide the services since it was the only school-based health provider for Miami Beach.

The Foundation serves as the fiscal agent in charge of collecting funds from all the participating municipalities and dispersing such funds to The Children's Trust for the provision of behavioral health services at the eight schools.

Geographic Area: City of Miami Beach, North Bay Village, the Town of Bay Harbor Islands, the Town of Surfside, and Bal Harbor Village.

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 9th day of September, 2019.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney for form and legal sufficiency _____



Program Services & Childhood Health Committee Meeting Summary
June 6, 2019
3:34 p.m.

These actions were taken by the Program & Childhood Health 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 Program Services and Childhood Health Committee meeting minutes was made by Mary Donworth and seconded by Karen Weller. Motion passed unanimously, 6-0.

Resolution 2019-A: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Mary Donworth and seconded by Marissa Leichter. Authorization to negotiate and execute a contract renewal with Miami-Dade County Department of Cultural Affairs, for a local funding match for cultural arts programs in an amount not to exceed \$1,500,000.00, for a term of 12 months, commencing October 1, 2019 and ending September 30, 2020. **Motion passed unanimously, 7-0.**

Resolution 2019-B: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Dr. Nancy Lawther and seconded by Karen Weller. Authorization to enter into a service agreement with Miami-Dade County for a local funding match to support Miami-Dade Public Library System's STEAM-based programming and academic tutoring, in an amount not to exceed \$150,000.00 for a term of 12 months, commencing October 1, 2019 and ending September 30, 2020. **Motion passed unanimously, 7-0.**

Resolution 2019-C: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Mary Donworth and seconded by Dr. Antonia Eyssallenne. Authorization to negotiate and execute a funder collaboration contract renewal with Big Brothers Big Sisters of Miami, Inc. (BBBS), in an amount not to exceed \$125,000.00 for a term of 12 months, commencing October 1, 2019 and ending September 30, 2020. **Motion passed unanimously, 7-0.**

Resolution 2019-D: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Karen Weller and seconded by Marissa Leichter. Authorization to negotiate and execute a funder collaboration contract renewal with Miami Homes For All, Inc., to support partnerships to end youth homelessness in Miami-Dade County, in an amount not to exceed \$100,000.00 for a term of 12 months commencing, October 1, 2019 and ending September 30, 2020. **Motion passed unanimously, 7-0.**

Resolution 2019-E (Amended): Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Marissa Leichter and seconded by Dr. Nancy Lawther. Authorization to negotiate and execute a funder collaboration contract with The Miami Foundation, Inc. to support increased participation in the 2020 Census, in an amount not to exceed \$100,000.00 for a term of 12 months commencing July 1, 2019 and ending June 30, 2020 and to enter into a memorandum of understanding with the partners of the Miami-Dade Counts 2020 project for the implementation of the Census 2020 Fund. **Motion passed, 5-0. Recusals by Mary Donworth and Pamela Hollingsworth.**

Resolution 2019-F: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Mary Donworth and seconded by Rev. Richard Dunn. Authorization to negotiate and execute a contract with the Public Health Trust of Miami-Dade County, d/b/a Jackson Health System, in partnership with the University of Miami Miller School of Medicine, to implement Miami's Injury Free Coalition for Kids, in a total amount not to exceed \$408,000.00 for a term of 12 months, commencing October 1, 2019 and ending September 30, 2020. **Motion passed unanimously, 7-0. Recusal by Dr. Antonia Eyssallenne.**

Resolution 2019-G: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Dr. Antonia Eyssallenne and seconded by Karen Weller. Authorization to negotiate and execute a nine-month contract extension with Miami Dade Family Learning Partnership for the Read to Learn Book Club, in an amount not to exceed \$262,500.00, commencing August 1, 2019 and ending April 30, 2020. **Motion passed unanimously, 8-0.**

Resolution 2019-H: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Rev. Richard Dunn and seconded by Dr. Antonia Eyssallenne Authorization to negotiate and execute a contract renewal with Grace Christian Preparatory, Inc. to deliver after-school and summer programming for 60 children, in an amount not to exceed \$159,401.00, for a term of 12 months, commencing August 1, 2019 and ending July 31, 2020 for year-round programming, with three remaining 12-month renewals, subject to annual funding appropriations. **Motion passed unanimously, 8-0.**

Resolution 2019-I: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Mary Donworth and seconded by Dr. Antonia Eyssallenne. Authorization to negotiate and execute a contract renewal with Opa-Locka Community Development Corporation, Inc. to deliver after-school and summer programming for 120 children, in an amount not to exceed \$340,338.00, for a term of 12 months, commencing August 1, 2019 and ending July 31, 2020, with three remaining 12-month renewals, subject to annual funding appropriations. **Motion passed unanimously, 8-0.**

Resolution 2019-J: Motion to recommend the resolution to the Board of Directors on June 17, 2019 was made by Marissa Leichter and seconded by Rev. Richard Dunn. Authorization to execute a memorandum of understanding with members of the Future Bound Miami Consortium for the Children's Savings Account program in Miami-Dade County. **Motion passed, 7-0. Recusal by Mary Donworth.**

Meeting adjourned at 4:00 p.m.

The Children's Trust Board Meeting

Date: September 9, 2019

Resolution: 2019-B

Strategic Plan Priority Investment Area: Parenting: Read to Learn

Strategic Plan Headline Community Result(s): Children are supported by nurturing and involved parents; and children are ready for kindergarten.

Recommended Action: Authorization to negotiate and execute contracts with the Miami-Dade Family Learning Partnership, Inc. and All in One Mail Shop, Inc. d/b/a All in One Direct Marketing Solutions for the implementation of an expanded birth to five book club, in a total amount not to exceed \$703,000.00, for a term of 12 months, commencing October 1, 2019, and ending September 30, 2020, with four remaining 12-month renewals, subject to annual funding appropriations.

Budget Impact: Funding in the amount of \$703,000.00 for this resolution is projected to be available in FY 2019-20.

Description of Services: The book club will offer free, monthly age-appropriate books and supporting materials to all children from birth to five years old in Miami-Dade County. This distribution will serve as a means to help them build robust learning and social skills through spending quality time reading with their families.

This represents an expansion of the current Children's Trust Read to Learn Book Club for 3-year-olds. This expansion increases touchpoints with parents of young children over a five-year timeframe, provides families with information and strategies that bolster early interactions, and supports child brain development and kindergarten school readiness. The book club aims to reach 60 percent of eligible children within five years, contingent upon necessary funding. The first-year membership growth goal aims to reach 12 percent of eligible children. In year one, monthly books will be available in English and Spanish. Books in Haitian Creole will be added in year two following community input.

National research indicates poverty is a leading indicator of limited early reading skills, since it may contribute to lower school readiness, poor school attendance and learning loss in the summer. To reduce disparities among children in most need, focused marketing and recruitment will be prioritized in neighborhoods where early child development, kindergarten readiness and third grade reading levels are historically lower, and child poverty rates higher than the county average. All these factors contribute to achievement gaps between low and middle-income children.

The Children's Trust's Read to Learn investments include the book club, Reach Out and Read, and the Books for Free programs, which are all part of Miami-Dade's community-wide campaign for grade-level reading. The campaign focuses in part on increasing high quality early learning experiences, including early access to books in multiple languages and early parent-child reading interactions supported by parent-friendly guides for developmentally appropriate practices with young children.

Four implementation components will support the expanded book club:

- 1) **Content Development/Book Buying** – The key services include selection of developmentally-appropriate books for young children, creation of culturally-relevant content and activities to accompany the books, inclusive of content for children with disabilities, development of digital content, and procurement of books.
- 2) **Professional Fulfillment Services** – The key services include packaging and monthly mailing of the books and accompanying materials.
- 3) **Ongoing Operations** - The key services include project and vendor management, relationship building to coordinate outreach and enrollment with other early childhood organizations and the community, customer service, and day-to-day oversight. These tasks will be carried out by a dedicated Children’s Trust staff member. The book club’s existing software management solution is being redesigned and upgraded to automate most of the current manual tasks for managing the expanded book club.
- 4) **Marketing** – The essential services are currently being solicited from within The Children’s Trust’s communications vendor pool and include the development and execution of a comprehensive marketing plan for the expanded book club.

Vendors for the above-described implementation components and The Children’s Trust will work together to ensure coordination and effective operations.

This resolution recommends the following two vendors for funding:

Agency	Implementation Component	Amount Not to Exceed
Miami Dade Family Learning Partnership, Inc.	Content Development/Book Buying	\$ 583,000.00
All in One Mail Shop, Inc. d/b/a All in One Direct Marketing Solutions	Professional Fulfillment Services	\$ 120,000.00

Background: The Children’s Trust issued a request for proposals (RFP) # 2019-10, on March 27, 2019, to fund one or more vendors to implement The Children’s Trust expanded book club. Applicants could apply for one or more of three implementation components in the RFP: content development and book-buying; professional fulfillment services; and ongoing operations. Five applications were successfully submitted, requesting more than four million dollars in funding for the initial contract term.

The comprehensive review process included an independent program application rating by three trained reviewers, a review team debriefing, and interviews for some applicants. Once the vendors were selected, a two-day planning session was conducted. The planning session identified a more cost-effective and streamlined operations model, made possible through the automation of most of the existing manual tasks. A new software solution is being designed and developed to more comprehensively manage all the book club elements and to automate currently manual tasks. With the automation of these tasks, the remaining operations-related components will be assigned to a dedicated Children’s Trust staff member.

Two applications are recommended for funding for the content development/book buying and professional fulfillment services components of the expanded book club.

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 9th day of September, 2019.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____