

**THE JACKSONVILLE CHILDREN'S COMMISSION**  
**1095 A. Philip Randolph Blvd.**  
**Jacksonville, FL 32206**

**BOARD MEETING MINUTES**

**Meeting Information**  
**Date: January 19, 2011**

**Board Members Attendance**

<b>X</b>	<b>Dr. Anne T. Egan, Chair</b>		<b>Paul Saffell</b>
<b>X</b>	<b>Dr. John Balog, Vice Chair</b>	<b>X</b>	<b>Tom Majdanics</b>
	<b>Bill Mason, Treasurer</b>	<b>X</b>	<b>Jill Smith</b>
<b>X</b>	<b>Ken Wilson, Secretary</b>		<b>Cathie Shimp</b>
<b>X</b>	<b>Gloriden Norris</b>	<b>X</b>	<b>Lee Harris</b>
<b>X</b>	<b>Catrina Graham</b>		

**Also Present:** Ex-Officios: Paula Wright, DCSB; Tommy Hazouri, DCSB; Roslyn Phillips, COJ; Nancy Dreicer, DCF; Connie Hodges, UWNEFL. JCC Staff: Linda Lanier, Kathryn Tucker, John Kabat, Cynthia Nixon, Dolly Dillin, Ginger Peacock Preston, Chandra Brown, Jack Reinhart, Sylvester Pinckney, Ronnie Cage, Laura Lane, Dae Lynn Helm.

Guests;; Donne Arias, The Bridge; Davy Parrish, The Bridge; Pat Hannan, Community Connections; Susan Golden, Tiger Academy; Liz Edmunds, BGC; Padma Rajan, ELC; Paul Martinez, Candidate Jacksonville City Council.

**Agenda Item**

**Outcome/Action**

**Welcome and Call to Order**

Dr. Anne Egan, Board Chair, called the meeting to order at 12:10pm. Dr. Egan welcomed the school board alternate representative, Hon. Paul Wright and Dept. of Children & Families Administrator, Nancy Dreicer.

**The Chair Person's Report**

Dr. Egan requested approval of the consent agenda, which consisted of minutes from the December 15, 2010 board meeting, YTD finance report and child care enrollment report. The consent agenda was unanimously approved.

Look for information regarding a Board retreat, Kitty will be sending out an e-mail from Meeting Wizard with selected dates.

**Finance Committee Report**

Dr. Egan presented the finance report with three (30 actions items submitted for board approval (attached).

**ACTION ITEM: FY10-11:** Boys and Girls Club: West Jax Elementary TeamUp ADA Reduction. Members discussed the request from Boys and Girls Club to reduce the contracted average daily attendance from 140 to 105 students due to reduced enrollment in the school. The funding will be reduced accordingly. John Balog made the motion, Jill Smith seconded, the motion passed.

**ACTION ITEM: FY10-11:** Agency Advance for SAMHSA. Members discussed approval of an advance of funding to Managed Access to Child Health, Inc. for SAMHSA project management. Upon disbursement of funds, the agency can submit request for reimbursement to the federal agency. Jill Smith made the motion, Ken Wilson seconded, the motion passed.

	<p><b>ACTION ITEM: FY10-11:</b> Healthy Families Funding Increase. The board discussed the contract amendments to distribute an additional \$18,331.00 of one-time non recurring state funds. These funds are from Ounce of Prevention and Healthy Families Florida, one time lapse dollars from 2009-2010. Lee Harris made the motion, John Balog seconded, the motion passed.</p>
<p><b>Special Report – Early Learning</b></p>	<p>John Kabat and Ginger Peacock Preston provided a creative presentation on the work that the Early Learning team does. The presentation was designed with PRESI and developed through the “In Plain English” model which takes complicated information and pares it down for better understanding. The work is twofold - improving the environment of the early learning centers so they are more conducive to learning and make the teachers better teachers, many of whom have minimal educational backgrounds and are not conventional teachers. The board engaged in a comprehensive discussion about the early learning program.</p> <p>In general, many child care centers in Jacksonville provide little more than custodial care for children, and the worst centers are located in the poorest neighborhoods. These are often marginal businesses with poor management, weak cash flow, unskilled staffing and little money or energy for quality improvement. Children who spend up to 10hours a day in these centers are deprived of significant early brain development and enter kindergarten already behind. The achievement gap is already well established. The Commission’s work in early learning seeks to transform the care from custodial to early learning by improving the skills of the teachers and the classroom environments.</p> <p>Centers must maintain a specific score (3.5) on the environmental rating scale in order to receive school readiness contracts (which means they accept child care vouchers) with the Early Learning Coalition. While this is helping somewhat to motivate the providers to have higher quality centers, it is separate from the Guiding Stars rating system which is completely voluntary.</p> <p>The Commission’s coaching model has 4 pieces; demonstration, observation, feedback, and planning. Coaches work with teachers in classrooms that serve infants, toddlers, three and four year olds and teachers are expected to use the strategies they learn with their children. However, many teachers are minimally educated and have limited reading ability and vocabularies.</p> <p>While children in coached centers do better on kindergarten readiness tests than children in other centers, staff were concerned that center directors were not supporting the teachers in quality instruction when coaches were not present.</p> <p>Staff began doing random inspections this year see if the center and teachers were implementing the teaching strategies delivered by the coaches, and meeting the expectations of the coaching they received. These random inspections reveal that some centers have difficulty implementing the model due to staff illnesses, staff turnover and other disruptions. Once the staff finds problems, a follow-up meeting is made with the center director to ensure they understand what the expectations are and that they are on board with the coaching model.</p>

	<p>It is likely that some centers will not be able to remain in the program if they consistently fail to implement the model.</p> <p>Going forward the staff hopes to see more robust assessments/measurements, some incentive for better literacy outcomes and increased accountability for the providers.</p> <p>The state's Voluntary Pre Kindergarten (VPK ) assessment is also focused is on literacy and early learning. About 50% of the child care centers are VPK centers. Children are tested when they enter kindergarten, and those scores are linked back to the VPK program to assess the effectiveness of each program.</p> <p>This endeavor is truly a community partnership between non-profits, United Way, the school district, local colleges/university's and the commission.</p>
<b>CEO Report</b>	<p>JCCI has released the annual quality of life survey which can be accessed on-line in its entirety.</p> <p>A topic of discussion for the retreat will be the budget deficit that the city faces and how that will impact the budget and the work of the commission.</p> <p>Linda thanked the board for all their hard work for children last year; she believes the board is truly engaged in the work of this organization, and the staff really feels supported in how they go about their day to day business.</p>
<b>New Business</b>	<p>Dr. Egan asked the board members to reach out to all of the candidates running this year and ask them to come meet with Linda or board members, or attend a board meeting to get a better understanding of what the Children's Commission is about and what we do.</p>
<b>Adjourn</b>	<p>There being no further business, the meeting was adjourned at 1:35pm</p>

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**BOARD ACTION ITEM**

**FY 10-11: BOYS AND GIRLS CLUB: WEST JACKSONVILLE ELEMENTARY TEAMUP  
REDUCTION IN ADA AND FUNDING.**

**BOARD MEETING DATE: 01/19/2011**

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**TO: JACKSONVILLE CHILDREN'S COMMISSION BOARD OF DIRECTORS**

**FROM: LINDA LANIER, EXECUTIVE DIRECTOR**

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**REQUESTED ACTION:**

The Board is asked to consider a request from staff to reduce the contracted average daily attendance for the Boys and Girls Club TEAM UP at West Jacksonville Elementary.

**NARRATIVE:**

The agency's request is to lower the current ADA of 140 to 105. The school's enrollment has been dropping due to demographic changes in the neighborhood, and as of today is 218 (not including pre-kindergarten). In order to achieve the contracted ADA the school would need to have a 64% penetration rate, which is significantly higher than the average penetration rate of 45%-50% for TEAM UP.

The principal, while supportive of the program, prefers the concentration be limited to 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> graders who will participate in the FCAT. Due to a dramatic turnover, the school currently employs mostly first year teachers. Due to training demands they are not prepared to handle secondary employment with the afterschool program. The agency understands that the reduction in the number of students at the program will impact the overall budget.

**FISCAL IMPACT:**

<b>Funding Amount Requested</b>	<b>ADA Cut by 25% ; Cut Funding by 25%</b>	<b>New Funding Amount w/ 25% Cut</b>	<b>Projected ADA</b>
\$173,518	\$43,380	\$130,138	105

**GOVERNANCE/PROGRAM IMPACT:**

This action requires board approval since there would be a change in the contract amount.

**OPTIONS:**

1. Vote to approve the reduction in ADA by 25% with a 25% reduction in funding.
2. Decline to approve the ADA reduction.

**STAFF RECOMMENDATION:**

Staff recommends approval of the reduction in ADA and a reduction in funding.

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**BOARD ACTION ITEM**

**FY 10-11: AGENCY ADVANCE – SAMHSA**

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**TO: JACKSONVILLE CHILDREN'S COMMISSION BOARD OF DIRECTORS**  
**FROM: LINDA LANIER, EXECUTIVE DIRECTOR**

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**REQUESTED ACTION:**

The Board is asked to consider approving an advance of \$250,000 for Managed Access to Child Health, Inc., the project management agency for the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant.

**NARRATIVE:**

Section 51.105. Fiscal authority of Commission states:

The Commission is authorized to and shall direct the expenditure of all funds annually budgeted and appropriated to fund children's services and programs related thereto. Notwithstanding any other ordinance to the contrary, the Jacksonville Children's Commission may make partial advance funding payments to agencies which need such advance funding to commence provision of services for children's programs. Determination of such need shall be made by the Jacksonville Children's Commission, as a collegial body at a public meeting."

**FISCAL IMPACT:**

The appropriation for the SAMHSA grant award was approved by City Council on December 14, 2010 with Ordinance 2010-888. Funding for an advance is within the appropriated budget and the guidelines of the federal grant award. After the funds for the advance are disbursed by the Commission, a request for reimbursement can be submitted to the federal agency. The advance amount is reconciled prior to the end of the contract and grant periods.

**GOVERNANCE/PROGRAM IMPACT:**

Non profit agencies often operate with very little or no reserve funds. The SAMHSA project is funded by a new federal grant and start up funds are needed to cover expenses associated with supplies, travel to confer with experts and hiring staff. There is no governance impact to the Commission.

**OPTIONS:**

1. Vote to approve the advances
2. Vote to decline.

**STAFF RECOMMENDATION:**

Staff recommends approval.

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**BOARD ACTION ITEM****FY 10-11: HEALTHY FAMILIES: FUNDING INCREASE****BOARD MEETING DATE: 01/19/2011**

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**TO: JACKSONVILLE CHILDREN'S COMMISSION BOARD OF DIRECTORS**  
**FROM: LINDA LANIER, EXECUTIVE DIRECTOR**

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**REQUESTED ACTION:**

The board is asked to consider amendments for two subcontracts to distribute an additional \$18,331.00 of one-time non recurring state funds.

**NARRATIVE:**

Due to changes in the contract between the Department of Children and Families and The Ounce of Prevention fund of Florida, one time lapse dollars from 2009-2010 are being reinvested into the Healthy Families projects. Healthy Families Jacksonville will receive an additional \$18,331.00 which will be distributed as follows:

Community Connections of Jacksonville, Inc.	\$10,000.00
The Bridge of Northeast Florida, Inc.	\$7,000.00
The Jacksonville Children's Commission	\$1,331.00

**FISCAL IMPACT:**

These are non recurring dollars distributed by the state, so this action has no fiscal impact on any other aspect of the Children's Commission budget. Subcontracted agencies are clear that this is one-time state money and not to be expected for future budget considerations.

**GOVERNANCE/PROGRAM IMPACT:**

These budget increases will provide the following:

- Community Connections – increased travel funds
- The Bridge of Northeast Florida, Inc. – increased funds for client supplies
- Jacksonville Children's Commission – increased supplies

A board vote is required since this action will change the budget amounts on two contracts.

**OPTIONS:**

1. Vote to approve
2. Decline to approve

**STAFF RECOMMENDATION:**

Staff recommends approval.