



# BOARD OF DIRECTORS' MEETING

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## Vision

Hillsborough County will be recognized as one of the top places in the nation to raise children.

## Mission

The Children's Board of Hillsborough County promotes the well-being of children and families by **uniting community partners, investing in innovative opportunities, and leading the county in best practices**—so the whole community can realize its full potential.

## Meeting Date

**Thursday, October 28, 2010**  
**Regular Board Meeting**  
**3:00 p.m.**



**Children's Board**  
HILLSBOROUGH COUNTY

Dreams Worth Growing

Board Room • 1002 E. Palm Ave., Tampa, FL 33605



**Children's Board**  
HILLSBOROUGH COUNTY

Dreams Worth Growing

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# AGENDA – Regular Board Meeting, October 28, 2010

## CALL TO ORDER

V. GODDARD  
5 minutes

- Invocation
- Quorum Verification

## ROUTINE ACTION - APPROVAL OF MEETING MINUTES

V. GODDARD  
10 minutes

- **Approval** of Regular Board Meeting, September 22, 2010
- **Approval** of Regular Board Meeting, August 26, 2010

## MONTHLY REPORTS/PRESENTATIONS

25 minutes

- Chief Executive Officer's Report - Database Decision-making/Sulphur Springs  
*(verbal report)* C. Buell
- Transition Update from United Cerebral Palsy of Tampa Bay, Inc. and  
Mental Health Care, Inc. *(verbal report)* L. White and  
B. Sleczkowski
- Hillsborough Youth Collaborative Report – Community Tampa Bay  
*(verbal report)* S. Coates
- Board Executive Committee Report *(verbal report)* V. Goddard
- Chief Executive Officer's Funding Approval Listing
- Children's Board Financial Statements – August 2010

## RECOMMENDED ACTION

10 minutes

- **Approval** of FY 2011 Advocacy Committee Priorities S. Schneider
- **Approval** of Authorization to Execute a Request for Qualification (RFQ) –  
Children's Campaign Polling *(this item has been tabled)* V. Goddard

## PUBLIC COMMENT

The Children's Board of Hillsborough County welcomes comments from the public. Those who wish to address the Board may do so at this time. Those addressing the Board should clearly state their full name and affiliation for the official record.

## STRATEGIC THINKING

- Standard Agenda Item

## INFORMATIONAL ITEMS

- Meeting Schedule for Fiscal Year 2010-11
- Tampa Bay Parenting Magazine (*hard copy to be provided at the meeting*)
- Non Profit Board Report (*hard copy to be provided at the meeting*)

## ADJOURNMENT OF MEETING

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### NOVEMBER BOARD/COMMITTEE MEETINGS

[http://www.childrensboard.org/board\\_meeting\\_dates.aspx](http://www.childrensboard.org/board_meeting_dates.aspx)

<b>November 10, 2010</b>	12:00 P.M.	Board Executive Committee Meeting Training Conference Room
<b>November 10, 2010</b>	1:30 P.M.	Organizational Development Committee Meeting Training Conference Room
<b>November 10, 2010</b>	4:00 P.M.	Advocacy Committee Meeting Conference Rooms B/C
<b>November 18, 2010</b>	3:00 P.M.	Regular Board Meeting Boardroom

# Routine Action – Approval of Meeting Minutes

## REGULAR BOARD MEETING MINUTES – SEPTEMBER 22, 2010

<b>Subject</b>	Regular Board Meeting	<b>Date</b>	09/22/10
<b>Facilitator</b>	Luanne J. Panacek, CEO	<b>Meeting Time</b>	3:00 p.m. – 5:00 p.m.
<b>Location</b>	Children’s Board of Hillsborough County 1002 E. Palm Avenue Tampa, Florida 33605 Boardroom	<b>Adjourned</b>	The meeting adjourned at 4:50 p.m.
<b>Board Member Attendance</b>	Valerie Goddard, Board Chair Judge Katherine Essrig, Vice Chair John Evon, Secretary/Treasurer Chris Brown Nick Cox Doretha Edgecomb Pete Edwards Susan Schneider		
<b>Other Attendees</b>	Luanne J. Panacek, CEO John Bakas, Esq., Board Attorney Yolanda Cotroneo, Board Reporter For a complete list of staff and other attendees, please contact the Board office at (813) 204-1724 or via email at <a href="mailto:ycotroneo@childrensboard.org">ycotroneo@childrensboard.org</a> .		

Key Points Discussed		
No.	Topic	Highlights
1.	Call to Order	Ms. Valerie Goddard, Board Chair, <b>called the meeting to order at 3:12 p.m.</b> and provided the invocation. There was a quorum established at this meeting with seven (7) members present.
2.	Approval of Meeting Minutes, August 26, 2010	The meeting minutes dated August 26, 2010 were tabled for review and approval until the next scheduled meeting.
3.	Monthly Reports and Presentations: - Business Plan Competition - Chief Executive Report - Hillsborough Youth Collaborative - Chief Executive Funding Report - Financial Statements (July)	<b>Business Plan Competition</b> - The Children’s Board held our 2010 Innovative Business Plan Competition on Friday, August 27th. The five finalists of the competition were invited to provide brief presentations to the Board. This initiative is to assist with training and educating organizations to be self sustained and expand their capacity. If selected, they are eligible to receive a small grant to help spring-board their projects or expand capacity.  The following are the five finalists of the competition by order of finish, the names of the projects and the funding provided: (1) Metropolitan Ministries, Inc. – Inside the Box \$25,000 (2) McDonald’s Training Center – MTC Textile Productions \$15,000 (3) MORE Health, Inc. – MORE Health for You \$7,000 (4) St. Joseph’s Children’s Hospital – The Safety Store \$7,000, and (5) Art for Autism, Inc. – Kiosk Café \$7,000. Historically, CBHC only funded the winner and runner-up of the competition, but this year the Board felt strongly that the other projects were so well done and a great service to the community, they were also

Key Points Discussed		
No.	Topic	Highlights
		<p>given a smaller stipend to assist them with start-up expenses or expansion of their programs.</p> <p><b>Chief Executive Report</b> - Dr. Luanne Panacek reported that CBHC has been working with Judge Essrig, Judge Bauman and other stakeholders in the community to try to replicate a successful program from Miami called Safe Start. This program ensures that teenagers that have aged-out of the foster care system with mental health issues are properly diagnosed and receive the services they need. Judge Essrig added that the program has been operational since May 2009, has become very successful and shows good outcomes. Although the program has shown great outcomes, there is still a need for additional funding for comprehensive assessment for those who suffer from mental disabilities or other complex problems. The proposed funding request from the Children's Board is \$75,000. The proposal is that this will be a co-funded initiative of DCF, the 13<sup>th</sup> Judicial Circuit Court and CBHC.</p> <p><i>This item was provided as information, but will be coming back to the Board as a recommendation for review and/or approval.</i></p> <p>The Board also requested that staff continue to work with the partners and ensure that they are in agreement, and are willing to participate with their contributions.</p> <p>Dr. Panacek also reported that the Juvenile Justice Task Force has been meeting for several months and a group that emanated out of the Task Force piloted Civil Citation. CBHC assisted with underwriting the pilot program that demonstrated that diversion of kids in elementary schools from residential detention could save the county about \$820,000. It also demonstrated that there was no control over the \$8.4million that the county sends to the state for detention beds each year, even though these beds often remain vacant. In order to look at the whole system and replicate a model in Miami, there was a need to pull all of the stakeholders together. Commissioner Beckner chairs that committee.</p> <p>There is a request from the committee to conduct an environmental scan to better understand the capacity of juvenile justice services from prevention to residential treatment in this community. CBHC has been asked to support this analysis to include mapping the sources of funding and documenting outcomes. Presently, there is no dollar amount attached to the request because there is ongoing research to find the best way to get that done. The results of the informal scan will be shared at a future meeting, and CBHC staff will bring forward the environmental scan through an RFP.</p> <p style="text-align: center;">***Mr. Evon left the meeting at this time***</p> <p><i>Judge Essrig asked whether something could be done to provide transportation for kids who are attending ATOS centers during the weekends. Dr. Panacek will discuss this with Ken Gaughn from the School District. Ms. Edgecomb also reminded the Board that we need to look at prevention measures to keep kids out of ATOS Centers, but agreed that providing transportation is essential.</i></p> <p><i>Ms. Edgecomb asked that the status of this item be reported at each Board meeting so that the Board can continue to provide input to the CEO.</i></p>

Key Points Discussed		
No.	Topic	Highlights
		<p><b>Hillsborough Youth Collaborative Report</b> - Ms. Stephanie Coates provided the Board with a monthly report highlighting the HYC's activities. <i>Mr. Edwards asked that HYC get involved with CBHC, DACCO and law enforcement to formulate a one-day symposium regarding the abuse of prescription drugs by teens and adolescents.</i></p> <p><b>Chief Executive Funding Level Report</b> – This is a standard monthly report highlighting all of the funding recommendations that have been approved by the CEO.</p> <p><b>Financial Statements</b> - Board members were provided with the Financial Statements for July 2010.</p>
4.	Recommended Action: - Approval of Chief Executive Officer's Performance Evaluation	<p>Ms. Doretha Edgecomb, Committee Chair, reported that on September 15, 2010, Board members and the Organizational Development Committee members were invited to the annual performance appraisal review for the CEO of the Children's Board. Five Board members attended. The OD Committee members unanimously agreed that the CEO's overall performance rating was 1.64 out of a possible 2.0. This overall end-of-term performance rating exceeds expectations. The Board members acknowledged and affirmed the excellent job that Dr. Panacek performed this fiscal year. The following is an OD Committee Recommendation.</p> <p>There being no further comments by the Board, the following recommendation was approved.</p> <p><b>Recommended Action:</b> The Organizational Development (OD) Committee recommends that the Board acknowledge Dr. Luanne Panacek's outstanding annual performance evaluation and:</p> <ol style="list-style-type: none"> <li>1. The employment contract between the Children's Board and Dr. Panacek be amended to provide that: (a) Dr. Panacek's annual salary remains at the current level of \$164,680 (b) Payment of job-related expenses remain at the current level of \$6,650. This makes her total annual compensation \$171,330 and (c) The new contract term is effective October 1, 2010.</li> <li>2. Next year's evaluation of Dr. Panacek be completed by October 1, 2011.</li> </ol> <p><i>The Organizational Development Committee made a motion to approve, and the motion carried by a unanimous vote of 7 to 0.</i></p>
5.	Public Comment	There was no audience participation.
6.	Strategic Thinking	There were no strategic thinking agenda items discussed at this meeting.
7.	Informational Items	There were no informational items provided at the meeting.
8.	Other/New Business	<p>Mr. Don Dixon was the recipient of the 13<sup>th</sup> Judicial Circuit Leadership Award at the Statewide Dependency Court Summit held on August 26, 2010.</p> <p>Ms. Schneider thanked CBHC staff for their participation at the Children's Movement's "Milk Party Rally" held in September at the Lowry Park Zoo.</p> <p>Dr. Panacek also reported that Rich Scott's wife, Ann, toured CBHC</p>

Key Points Discussed		
No.	Topic	Highlights
		<p>this past month and was interested in the Children's Board and its involvement in the community.</p> <p>Ms. Goddard indicated that she is receiving feedback from several members of the community regarding the Technical Assistance funding at CBHC. <i>She then requested that staff provide the Board with a summary report of all Technical Assistance proposals and/or inquiries for the last fiscal year, regardless if they were denied and/or approved and the reasons for denial. In addition, classify the organizations by category, i.e. faith-based, small grass roots organizations, etc. This information will be provided at the next Board meeting.</i></p> <p><i>Mr. Edwards also suggested that CBHC hold a third Technical Assistance Workshop, maybe before the holidays.</i></p>
9.	Adjournment	There being no further business to discuss, the meeting was adjourned at 5:03 p.m.
10.	Next Meeting	The next Regular Board Meeting is scheduled for <b>Thursday, November 19, 2010 at 3:00 p.m.</b>


Action Plan			
No.	Action Item(s)	Owner	Target Date
1	General Magistrate Recommendation - This item was provided as information, but will be coming back to the Board as a recommendation for review and/or approval.	Don Dixon	To be scheduled for a future Board meeting.
2	Environmental Scan and ATOS Centers - Judge Essrig asked whether something could be done to provide transportation for kids who are attending ATOS centers. Dr. Panacek will discuss this issue with Ken Gaughn from the School District.	Luanne Panacek	To be scheduled for a future Board meeting.
3	Prescription Drug Education Symposium - Mr. Edwards asked that HYC get involved with CBHC, DACCO and the law enforcement to formulate a one-day symposium regarding the abuse of prescription drugs by teens and adolescents.	Amy Petrila	11/1/10
4	<p>Board Member Request - Staff to provide the Board with a summary report of all Technical Assistance proposals and/or inquiries from last fiscal year, regardless if they were denied and/or approved and the reasons for denial. In addition, classify the organizations by category, i.e. faith-based, small grass roots organizations, etc. This information will be provided by the next Board meeting.</p> <p>Mr. Edwards also suggested that CBHC look into holding a third Technical Assistance Workshop, maybe before the holidays.</p>	Irene Hill	10/22/10

READ AND APPROVED BY:

SUSAN SCHNEIDER, COMMITTEE CHAIR

## REGULAR BOARD MEETING MINUTES – AUGUST 26, 2010

<b>Subject</b>	Regular Board Meeting	<b>Date</b>	08/26/10
<b>Facilitator</b>	Luanne J. Panacek, CEO	<b>Time</b>	11:30 a.m. – 3:30 p.m.
<b>Location</b>	Children’s Board of Hillsborough County 1002 E. Palm Avenue Tampa, Florida 33605 Boardroom	<b>Adjourned</b>	The meeting adjourned at 3:00 p.m.
<b>Board Member Attendance</b>	Valerie Goddard, Board Chair John Evon, Secretary/Treasurer Chris Brown Doretha Edgecomb Pete Edwards MaryEllen Elia Susan Schneider		
<b>Other Attendees</b>	Luanne J. Panacek, CEO John Bakas, Esq., Board Attorney Yolanda Cotroneo, Board Reporter For a complete list of staff and other attendees, please contact the Board office at (813) 204-1724 or via email at <a href="mailto:ycotroneo@childrensboard.org">ycotroneo@childrensboard.org</a> .		

Key Points Discussed		
No.	Topic	Highlights
1.	Call to Order	Ms. Valerie Goddard, Board Chair, <b>called the meeting to order at 12:03 p.m.</b> and provided the invocation. There was a quorum established at this meeting with seven (7) members present.
2.	Approval of Meeting Minutes, August 26, 2010	The Board members reviewed the meeting minutes from the Regular Meeting held on June 24, 2010. A correction was noted on the “Second to the Motion” for the approval of the millage rate, and correction was made to the original meeting minutes. There being no further revisions to the minutes, the minutes were approved. <b>Mr. Evon made a motion to approve as amended; the motion was seconded by Mr. Edwards, and the motion carried by a unanimous vote of 7 to 0.</b>
3.	Strategic Thinking – Business Plan Presentation & Budget Workshop	<p>A PowerPoint presentation and overview on the Children’s Board Strategic Plan, Business Plan and its Budget Projections for Fiscal Year 2011 was then provided. Please <b>see the attached</b>. </p> <p>The CBHC Business Plan’s intended outcome is to improve CBHC impact through community partnerships, increase public awareness/engagement and improve internal and external data collection systems. The ultimate goal of the Children’s Board is for Hillsborough to be one the top (five) places to raise children.</p> <p>Feedback received from Board members was as follows:</p> <ul style="list-style-type: none"> <li>• Mr. Edwards wanted to ensure that CBHC uses local media alliances, as well as alliances that are community-driven, e.g., Hispanic communities.</li> <li>• Mr. Evon suggested putting out CBHC information and community comment cards at local libraries and Family Resource Centers to solicit feedback.</li> <li>• Ms. Edgecomb encouraged the Communications Team to solicit feedback in various ways and to use the responses/data to</li> </ul>

Key Points Discussed		
No.	Topic	Highlights
		<p>implement improvements.</p> <p>Placed Based Initiatives Ms. Allison Pinto, CBHC Staff, provided the Board with an overview of Placed-Based Initiatives.</p> <p>Ms. Edgecomb suggested that staff also ensure the clarity of roles in partnerships and how we hold ourselves accountable. She also suggested that the timeline include the role, expectations and behaviors of community members and partners, and how we identify those behaviors.</p> <p>Ms. Elia suggested that she would like to see the programs provide budgets for direct services only and not for miscellaneous expenses.</p>
4.	Public Comment Regarding Recommended Action	<p>Ms. Alynna Young, 3406 N. Boulevard, Tampa Heights, spoke to the Board regarding community based organizations. She indicated that grassroots organizations work well for communities that are struggling with neighborhood challenges. Residents are able to look out their own doors and see exactly what children are doing and this goes on 24 hours a day, 7 days a week, unlike paid positions.</p> <p>She is hoping to see more of these organizations funded through the Children's Board because Tampa Heights and other communities like them are in real need of assistance to provide safe communities to the children and families in those neighborhoods.</p>
5.	Recommended Action: - Budget and Millage for Fiscal Year 2011	<p>Ms. Tonia Williams, Chief Financial Officer, provided the Board with an overview of the budget for Fiscal Year 2011. She then presented the following Recommendation.</p> <ul style="list-style-type: none"> <li>• The preliminary budget was approved on June 24, 2010.</li> <li>• The recommendations are: (1) set a millage rate of .5000 for Fiscal Year 2011 and (2) approve the total Fiscal Year 2011 proposed preliminary budget of \$42,043,287.</li> <li>• This is slightly lower than the preliminary budget of \$42,089,821.</li> <li>• Since the preliminary vote, the estimated decrease in property value changed from 10.77% to 11.30% for an additional decrease of \$183,663.</li> <li>• There is an overall decrease in tax revenue from FY 2010 to FY 2011 of \$4,149,601.</li> <li>• This budget includes a spend-down of \$5,685,380 from the fund balance in FY 2011.</li> <li>• Attachments No. 1 to 12b to this memo provide detail for FY 2011 revenue and expenditures and a five year projection of revenue and expenditures.</li> </ul> <p><i>The Board made the following suggestions regarding the Budget:</i></p> <ul style="list-style-type: none"> <li>• <i>It was requested that staff begin having discussions with the funded programs regarding reductions in the budget. Ask programs to cut their expenses for office equipment, office space, supplies and look at ways to share office space with other providers, share expenses so that the funding can go to direct services.</i></li> <li>• <i>Tighten up on hiring any new employees which decreases the number of FTE's in an organization. Not all members were in agreement.</i></li> <li>• <i>There were some questions raised about Board development, travel/training and other contracted personnel line items.</i></li> </ul>

Key Points Discussed		
No.	Topic	Highlights
	- Audit Firm Selection	<ul style="list-style-type: none"> <li>Look into ways to simulcast regular board meetings through the CBHC Internet Radio to help the community become more aware of the Children's Board.</li> </ul> <p>There being no further comments by the Board, the following recommendation was reviewed and approved.</p> <p><b>Recommendation:</b> Provide final approval of a millage rate of .5000 and FY 2011 budget of \$42,043,287. Ms. Elia made a motion to approve; the motion was seconded by Ms. Edgecomb, and the motion carried by a unanimous vote of 8 to 0.</p> <p>Ms. Williams also reminded the Board of the public hearing schedule; Preliminary Public Hearing scheduled on September 9<sup>th</sup> at 5:01 p.m. and the Final Public Hearing scheduled on September 22<sup>nd</sup> at 5:01 p.m.</p> <p>Mr. Steve Costner, CBHC Staff, reported on the following recommendation.</p> <p>The audit RFP was issued on June 20, 2010. Three audit firms submitted a notification of interest on July 1, 2010. Two of the firms submitted proposals on July 23, 2010. These proposals were reviewed by the Audit Firm Selection Committee over the next two weeks.</p> <ul style="list-style-type: none"> <li>The committee met on August 11, 2010 to hear presentations from the two firms and make a selection.</li> <li>Once the final scores were summarized, Crowe Horwath, LLP was the top ranking firm, with NCT Group being second.</li> <li>Crowe's bid was also the lowest at \$33,680.</li> <li>The committee members were: <ul style="list-style-type: none"> <li>Chris Brown, member, Board of Directors of the Children's Board of Hillsborough County.</li> <li>Robert Edwards, member, Board of Directors of the Children's Board of Hillsborough County.</li> <li>David Kennedy, Community member.</li> <li>Tonia Williams, Chief Financial Officer of the Children's Board of Hillsborough County.</li> <li>John Evon, member, Board of Directors of the Children's Board of Hillsborough County, was an original committee member, but was unable to attend.</li> </ul> </li> <li>A one-year contract will be negotiated with the possibility of four additional years based on an annual evaluation.</li> <li>Fiscal Impact: \$33,680.</li> </ul> <p>There being no further comments by the Board, the following recommendation was reviewed and approved.</p> <p><b>Recommended Action:</b> Authorize staff to enter into negotiations for a five year audit services contract with Crowe Horwath, LLP, the top ranking firm selected by the Audit Firm Selection Committee. The Finance Committee made a motion to approve, and the motion carried by a unanimous vote of 8 to 0.</p>
	Monthly Reports and Presentations: - Board Meeting Survey	<p><b>Board Meeting Survey</b> - Dr. Panacek explained that the Children's Board is looking for improving their Board meetings and materials. She asked that everyone in attendance please take the time to give feedback on the Regular meeting/materials and on the iPhone Application created</p>

Key Points Discussed		
No.	Topic	Highlights
	<p>- Organizational Briefing</p> <p>- Chief Executive Level Funding Report</p> <p>- Financial Statements (June)</p> <p>- Program Review Process/ Responses to Questions Raised on 6/24/2010</p>	<p>by Mr. Brian Simmons for the Hillsborough County Resource Guide.</p> <p>A St. Petersburg Times article regarding Valerie Goddard's stellar defeat for the Board of County Commission seat and the need for her to run again for City Council. Everyone in attendance agreed and congratulated Ms. Goddard. This was provided as information.</p> <p><b>Organizational Briefing</b> – Dr. Panacek reported that the executive staff is redoing the format and the delivery of the organizational briefings. The report will be provided in between Board meetings, which will be delivered two weeks prior to each Board meeting. The report will be organized around goals.</p> <p><b>Chief Executive Level Funding Report</b> – This is a standard monthly report highlighting all of the funding recommendations that have been approved below the funding approval level of the CEO.</p> <p><b>Financial Statements</b> - Board members were provided Financial Statements for June 2010.</p> <p><b>Program Review Process/Responses to Questions Raised on 6/24/10</b> – Board members were provided with a responses to questions raised at the June 24<sup>th</sup> Regular Board meeting.</p>
7.	Other Business	<p>Mr. Edwards requested that staff provide him with the make-up and background information for the following programs that requested and were awarded technical assistance grants:</p> <ul style="list-style-type: none"> <li>• Friends of Carrollwood Culture Center</li> <li>• New Salem Ministries</li> <li>• The Saleta House</li> <li>• Good Community Alliance.</li> </ul> <p>He also indicated that he will be asking staff, on a quarterly basis, for the same information for different organizations so that he can familiarize himself with different programs and ensure that they are aligned with the mission of the Children's Board. He also thanked staff for the report he was provided from the questions he raised at the meeting held on June 24<sup>th</sup>. He is still inquiring about the follow-up questions.</p> <p>Mr. Edwards then raised the issue of follow-up, in general, from questions raised by Board members with the staff at the Children's Board. The Board discussed this issue briefly and suggested that this was a Board policy discussion and should be directed to the Executive Board of the Children's Board. The Board Executive Committee will discuss this issue at their next meeting and provide a recommendation at the next Regular Board meeting.</p>
8.	Informational Items	There were no informational items provided at this meeting.
9.	Public Comment Regarding General Concerns	There was no audience participation.
10.	Adjournment	There being no further business to discuss, the meeting adjourned at 3:00 p.m.
11.	Next Meeting(s)	The next Regular Board Meeting is scheduled on Wednesday, September 22, 2010 at 3:00 p.m. The Final Public Hearing is scheduled on Wednesday, September 22, 2010 at 5:01 p.m.

Action Plan			
No.	Action Item(s)	Owner	Target Date
1	<p>The Board made the following suggestions regarding the Budget:</p> <ul style="list-style-type: none"> <li>• It was requested that staff begin having discussions with the funded programs regarding reductions in the budget. To ask programs to cut their expenses for office equipment, office space, supplies and look at ways to share office space with other providers, share expenses so that the funding could go to direct services.</li> <li>• Tighten up on hiring any new employees. There was not agreement among all Board members on this recommendation.</li> <li>• There were some questions raised about Board development, travel/training and other contracted personnel line items.</li> <li>• Look into ways to simulcast the regular board meetings through the CBHC Internet Radio to help the community become more aware of the Children's Board.</li> </ul>	Tonia Williams	Incorporate changes as the next Budget is being developed.
2	<p>Board Member Request - Mr. Edwards requested that staff provide him with the make-up and background information for the following programs, that requested and were awarded technical assistance grants from the Children's Board:</p> <ul style="list-style-type: none"> <li>• Friends of Carrollwood Culture Center</li> <li>• New Salem Ministries</li> <li>• The Saleta House</li> <li>• Good Community Alliance.</li> </ul>	Irene Hill	A status report will be provided at the next Regular meeting scheduled on 10/28/10.
3	<p>Board Policy Discussion - The Executive Board Committee will discuss this issue at their next meeting and provide a recommendation at the next Regular Board meeting.</p>	Luanne Panacek	A status report will be provided at the next Regular meeting scheduled on 10/28/10.

READ AND APPROVED BY:

\_\_\_\_\_  
 SUSAN SCHNEIDER, COMMITTEE CHAIR

# Monthly Reports

## CHIEF EXECUTIVE OFFICER'S REPORT - PRESENTATION FROM SULPHUR SPRINGS ELEMENTARY

**Verbal Report** – Dr. Luanne Panacek will be providing the Board with status reports on several activities, including a presentation from Christi Buell, Principal from Sulphur Springs Elementary, regarding database decision-making.

## TRANSITION UPDATE FROM UNITED CEREBRAL PALSY OF TAMPA BAY, INC. AND MENTAL HEALTH CARE, INC.

**Verbal Report** – Ms. Laura White and Mr. Bob Sleczkowski, Representatives from Mental Health Care, Inc., will be providing the Board with a financial update on the status of United Cerebral Palsy of Tampa, Inc. and the transition of Management Services Organization (MSO) clients of the former Achieve Management, Inc.

# THE HILLSBOROUGH YOUTH COLLABORATIVE REPORT

October 2010



## Board Update

### Goals:

**GROW- LEAD - ADVOCATE - SERVE**

#### Towards **growth** of youth leaders

- **Academy for the Rights of the Child:** Oct. 18<sup>th</sup> 2010
  - HYC partnership with Argosy University, working towards raising awareness on the UN Convention on the Rights of the Child and mobilizing the community to become civically engaged
- **Speaker: Luanne Panacek,** Oct. 25<sup>th</sup> – Luanne visited our HYC meeting to get youth input on the Fiscal Year Agenda

#### Towards **advocacy** and **youth voice** in the community

- **Advocacy Committee Meeting,** Oct. 13<sup>th</sup> – 1-2 HYC representatives shared their youth voice by attending and participating in the CBHC Advocacy Committee.
- **Children's Board Legislative Summit,** Oct. 7<sup>th</sup> – 5 HYC members attended and participated in the summit by sharing a youth perspective on legislative issues.
- **Youth Radio,** Oct. 25<sup>th</sup> – Jim Bennet from WMNF visited the HYC meeting to discuss implementing a youth radio show on WMNF.

#### Towards **service** and **leadership**

- **Leadership Development Modules** – 20-25 HYC participants are consistently attending our leadership development components
- **FSRC Fall Festival, Oct. 12<sup>th</sup>** - 3 HYC members volunteered at the Central Tampa FSRC

### Recommendations or requests for members of the Children's Board of Hillsborough County:

- Why in your opinion has the USA not ratified the Convention on the Rights of the Child?
- We are currently looking for local experts in this area, any ideas?
- Would the Children's Board ratify these rights if they had sole responsibility to do so?

### Current Membership:

- **15-20 New participants** for the 2010-2011 academic year
- **15 Hillsborough County High Schools** represented and 3 institutions of higher learning
- **50+ youth** completed HYC applications

## BOARD EXECUTIVE COMMITTEE REPORT

October 2010

The Executive Committee of the Board met on September 9, 2010 and discussed the policy issue regarding Board/staff communication surfaced by Board member Pete Edwards at the Board Workshop held on August 26, 2010.

Board members present for this discussion included: Valerie Goddard, John Evon, Pete Edwards and Susan Schneider. After review of the existing Board policy (Section I-3 Line of Authority and Section III-7 Board Funding Recommendations) and discussion with those present, committee members determined that the existing policy addresses the issue surfaced by Mr. Edwards and continues to be the appropriate and relevant approach to Board/staff communication and requests.

See the **attached** Board policies.

## BOARD POLICIES

### SECTION I

#### Policies Pertaining to Operation of the Governing Authority

##### I-1. Applicable Laws, Regulations, and Policies

The Board will conduct its affairs in keeping with the State enabling statute, the Hillsborough County enabling ordinance, the By-Laws of the Children's Board, the Board's Strategic Plan, these Board Policies, the Sunshine Law, the Public Records Law, and other applicable laws and regulations.

##### I-2. Reimbursement of Board Member Expenses

Board members receive no salary or other compensation for service on the Children's Board. Members may receive reimbursement for travel and related expenses when such travel is in the interest of the agency, including travel to conferences that offer content related to the mission, goals, and purposes of the Children's Board. Reimbursement will be on the same basis as staff is reimbursed.

##### I-3. Line of Authority

There will be a separation between the policy-making activities of the Children's Board and the operation of the agency. The Board will make policy and hold the Chief Executive Officer accountable for the operation of the agency. The Board will make all requests for service from staff through the Chief Executive Officer.

##### I-4. Evaluation Process for Chief Executive Officer

In accordance with provisions and timelines as specified in the Chief Executive Officer's Personal Employment Contract, the Board will assess the performance of the Chief Executive Officer through use of a Board approved process. The Board Attorney will oversee the implementation of this process. Each Board member's evaluation, the Chief Executive Officer's self evaluation, and additional information designated by the process will be provided to the Organizational Development Committee. The Committee will make a recommendation regarding the terms of employment to the full Board. The Board will then take action on the Committee's recommendation.

##### I-5. Designees

The Children's Board enabling statute allows a designee for the District Administrator of the Department of Health and Rehabilitative Services (now the Department of Children and Families) to represent him or her in his or her absence and fully participate in meetings, including voting privileges. Other Board members may designate a person to monitor a Board meeting in their absence. However, while such persons may respond to questions, they will not participate in debate nor exercise a vote.

Board members who are unable to attend a meeting and who wish to make their position known on a specific agenda item, or who have a question regarding any item, should contact the Chief Executive Officer regarding the matter in advance of the meeting.

##### I-6. Abstentions

In accordance with Section 112.3143, Florida Statutes, Board members and members of any advisory body to the Board must abstain from voting on a matter in which they have a conflict of interest and they must disclose the nature of their interest. Nor may they attempt to influence a decision on a matter in which they have a conflict of interest prior to disclosing the nature of their interest. In either case they must delineate such interest in a memorandum which shall be incorporated in the minutes of the appropriate Board or advisory body meeting.

Except in the above described circumstances Board members and members of any advisory body to the Board will not abstain on any vote. Board members and advisory body members who believe they are unable to vote in favor of any measure because of lack of information or other special circumstances may vote against such a measure, and may ask that the reason for such a vote be indicated in the minutes.

#### I-7. Financial Disclosure

All Board members, the Chief Executive Officer, and any employee with authority to purchase any single item costing more than \$15,000 must file an annual financial disclosure form annually in accordance with state law.

#### I-8. Board Committee Procedures

The following procedures will govern the establishment of committees:

##### 1. Appointment

The Chairman of the Board should appoint committee members in the absence of a vote by the Board to designate a committee and its members.

Board committees should be composed of Board members. In appropriate circumstances, nonvoting members of the public might be asked to serve.

The Board Chairman should appoint the chairman of each committee in the absence of a vote by the Board to designate the chairman.

##### 2. Responsibility

Board Committees will be given responsibility to study, report on, or recommend action in matters assigned by the Chair of the Board.

##### 3. Board Committee Operations

a. Notice of each committee meeting must be advertised. The Chief Executive Officer performs this function.

b. Mailing lists of interested persons will be maintained by the Chief Executive Officer for each committee if anyone has expressed a desire to be notified so they can attend a particular committee's meetings.

c. Board committees may schedule meetings at which reports, comments, suggestions, or other information is presented from the public or other agencies.

d. Board committees will use one or more advisory committees they form to assist them in their work. These ad hoc advisory committees can have substantial involvement in the matters the Board committee is considering. Board committees may hold one or more workshops at which to receive advice and information from the public and other agencies.

e. The Board committee eventually meets and votes on one or more recommendations to be presented to the full Board. The chairman of the committee presents the recommendation to the full Board or first to the Board's Executive Committee, if appropriate.

## SECTION II

### Policies Pertaining to General Agency Operations

#### II-1. Duties of the Chief Executive Officer

The duties and powers of the Chief Executive Officer shall include development and recommendation of a strategic plan for meeting the needs of children and youth in Hillsborough County; development and recommendation of an annual budget by category; implementation of the approved budget; the development and recommendation of Board policies; establishment of agency operating procedures; the hiring and termination of employees; the development and recommendation of a salary classification plan and fringe benefit program; maintenance of all official records; and the performance of such other duties as are normally performed by a chief executive officer.

#### II-2. Staff Affiliation with other Agencies

No member of the Children's Board staff will serve as a Board member of any agency funded by the Children's Board. Staff may serve as non-voting consultants to such agencies for the purpose of providing technical assistance with the approval of the Chief Executive Officer of the Children's Board. Staff already serving on governing bodies of agencies which make application for funding to Children's Board will take a leave of absence until a decision is made regarding the application. If funding is approved, the staff member concerned must resign membership on the governing authority. No staff member will accept any compensation from an agency funded by the Children's Board.

#### II-3. Coordination with Other Children's Services Planning and Funding Agencies

Staff will make reasonable efforts to coordinate planning, funding, and evaluation activities with other appropriate planning and funding agencies so as to eliminate unnecessary duplication of services and improve the overall quality of these activities.

#### II-4. Technical Assistance

Staff will serve as consultants and provide technical assistance to human service agencies and community groups interested in improving, expanding, or providing new children's services in accordance with approved priorities.

#### II-5. Endorsements

Requests for endorsement of various activities or projects from organizations and groups will be submitted to the Board for its consideration. In the event the deadline for Board agenda preparation occurs before the endorsement must be given, the Chief Executive Officer may provide a staff endorsement if appropriate.

Any request for endorsement concerning a proposed tax increase should be submitted to each Board Member in writing at least 30 days prior to the Board Meeting at which the request will be considered for action.

#### I-6. Universal Access to Children's Board Funded Services and Supports

Services and supports funded by the Children's Board are available to all families and children who are eligible for such service and support as determined by the funded agency's eligibility and admission criteria.

#### II-7. Budget Modifications

##### 1. Provider Program Funding

The Board will approve the allocation of Children's Board funds to each eligible agency upon recommendation of the Chief Executive Officer. At the request of a funded agency, the Chief Executive Officer may adjust the line items of program budgets of funded agencies, including transfer of funds between programs operated by

the same agency, provided such transfer does not increase the aggregate allocation to the agency approved by the Board.

## 2. Children's Board Budget

The Chief Executive Officer may adjust the categories of the Children's Board administrative budget (Personnel, Fringe Benefits, Operating Expenses, and Capital Outlay) by up to 10%, provided such action does not increase the aggregate administrative budget previously approved by the Board and, pursuant to Section 189.418(5), Florida Statutes, such amendments will be presented for approval to Children's Board. The budget amendment must be adopted by resolution.

### II-8. Withholding of Reimbursement

The Chief Executive Officer is authorized to withhold reimbursement to funded agencies for failure to comply with any general or special condition as stated in the contract, and for any other reason believed appropriate, after consultation with and concurrence of the senior available Board officer. Any such withholding of reimbursement will be reported at the next Board meeting. Reimbursement may resume after the agency has met such conditions as the Chief Executive Officer and the senior available Board officer have approved. Notice of this action will be reported at the next meeting.

### II-9. Direct Administration of Programs

The Children's Board will generally limit any directly administered program efforts to demonstration projects which, if successful and continued beyond the demonstration period, will be transferred to a service provider. Staff will consider contracting with a service provider before recommending that the Children's Board directly undertake the project.

### II-10. General Conditions

General Conditions contained in standard agency contracts are also Board approved policies of this Operating Policy Statement.

### II-11. Fiscal Year

The Children's Board fiscal year will be October 1<sup>st</sup> through September 30<sup>th</sup>.

### II-12. Funded Agency Budgets

The Children's Board will require from supported agencies a total program budget showing all revenues and expenditures for the program. Any additional Children's Board funds authorized for specific line items as a result of a budget or contract amendment may not be expended unless all other sources of revenues as indicated in the original program budget are exhausted.

The Children's Board funds allocated to a provider agency that are not expended by the end of the contract term will revert to the Children's Board unless otherwise negotiated between the Children's Board and the provider agency

### II-13. Audit Requirements

The Agreement between the Children's Board and provider agencies states that the provider shall maintain financial and accounting records to account for revenues and expenses incurred in performing the program services funded by the Children's Board.

The approval of the Executive Committee of the Children's Board of the Board shall be required to continue payments under the Agreement to any provider who has not furnished the Children's Board with an acceptable audit report within 180 days of the close of the provider's fiscal year.

### II-14. Implementation by the Chief Executive Officer of Expenditures Approved by the Board

1. General Expenditure Authorization. The Board hereby authorizes the expenditure of Children's Board funds in single amounts not to exceed \$75,000 if the Chief Executive Officer determines that the request for each such expenditure meets the following conditions:

- a. The funds are in the budget.
- b. If the request is for programmatic services:
  - The request has been evaluated and found by Children's Board staff to meet the established funding requirements applicable to similar projects.
  - The scope of service is consistent with the current Board-approved Business and Funding Plans.
  - The provider is chosen according to the CBHC standard selection process.
  - The standard contract is used.

2. Additional Expenditure Authorizations. When a staff member listed below is authorized by the Chief Executive Officer and the staff member makes the determinations in 1a and b above, the Board hereby authorizes the expenditure of Children's Board funds in single amounts listed below:

- by Chief Operating Officer for expenditures not to exceed \$20,000
- in the absence of both the CEO and the COO, by a member of the Executive Team for expenditures not to exceed \$10,000
- by the requester's immediate supervisor and the person in charge of the department budget for expenditures not to exceed \$3,000

Approval of expenditures that do not meet all of the above conditions must be made by the full Board, except in cases of emergencies as determined by the Chief Executive Officer, or in the absence of the Chief Executive Office, by the Chief Operating Officer, or other designated staff member.

## SECTION III

### Policies Pertaining to Funding of Community Organizations

#### III-1. Mission

The mission of the Children's Board is "We promote the well being of children and families across Hillsborough County by uniting community partners, investing in innovative opportunities and leading the county in best practices so that the whole community can realize its full potential." The Board recognizes its responsibility to address the needs of children and their families comprehensively, while maintaining a special focus on prevention, early intervention, and neighborhood-oriented approaches. The Board achieves its mission through a variety of staff-directed functions including planning, community development, resource development, coordination, research, advocacy, training, technical assistance, evaluation, communications and funding. The Board undertakes this mission in an integrated, cooperative manner involving coalitions of community organizations, groups, and individuals.

The Children's Board has adopted its mission statement because of its belief that provision of comprehensive prevention and early intervention services and supports is the best strategy for assuring that all children have the opportunities necessary to achieve their full potential. Further, research has clearly established that the provision of prevention and early intervention services has a greater potential for "return on investment." Most importantly, promotion of proactive and universal primary prevention and early intervention strategies benefits all children and families and reduces the likelihood of costly interventions in the future.

#### III-2. Definition of Prevention and Early Intervention Programs

##### 1. Promotion/Primary Prevention:

Those efforts directed at the entire population to promote health and well-being and/or prevent physical, emotional, or mental injury.

##### 2. Secondary Prevention:

Those efforts directed at at-risk population to prevent or decrease the likelihood of physical, emotional, or mental injury.

##### 3. Tertiary Prevention/Intervention:

Those efforts directed at an affected population to reduce the impact, re-occurrence, or need for more intensive intervention due to a physical, emotional, or mental injury that has already occurred.

#### III-3. Funding Eligibility

Applicants eligible for Children's Board funding include corporations, not for profit corporations, and governmental organizations with exceptions as stated below.

Exceptions:

1. Funding is available to individuals through independent contracts for technical assistance and analyses.
2. By statute Section 125.901, Florida Statutes, as it existed prior to October 1, 1990, the Board will not provide funding to programs or agencies that are under the exclusive jurisdiction of the School District of Hillsborough County. However, the Board may fund services through other organizations which are coordinated with and complement the services provided by the School District of Hillsborough County and such services may be provided on sites owned or administered by the School District of Hillsborough County.

3. Funding may be provided for programs through faith-based or religious organizations if the program serves a secular purpose, if the principal or primary effect of the program is one that neither advances nor inhibits religion, and if the program does not foster an excessive government entanglement with religion. Additionally, the program must not require worship or religious instruction activities as a condition of participation. While each program should be evaluated for compliance with current law, funds provided directly to a broad class of individuals and where such funds reach religious institutions only by way of the deliberate choices of numerous individuals, such programs will not be automatically prohibited.

All agencies funded by the Children's Board will be required to meet the same high level of professional standards and quality assurance.

#### III-4. Special Funding Parameters and Supplantation of Funding

The Board will not approve the use of CBHC dollars to replace funding for activities for which other local, state, or federal governmental agencies are obligated by statute, administrative rule, or local ordinance to pay, except in the following instances:

1. The Board will consider funding of health services (limited to prenatal care, substance abuse prevention and early intervention, and other services of a preventive nature) provided that a determination has been made that these services cannot be funded through other agencies established to provide them. In those cases where the Board may fund such services, a plan to obtain funding from other appropriate sources at the earliest possible time will be formulated by the provider agency and approved by the Board.
2. The Board will not fund academic and recreational activities unless a determination has been made that these services cannot be funded through other agencies established to provide them. In those cases where the Board may fund such services, a plan to obtain funding from other appropriate sources at the earliest possible time will be formulated by the provider agency and approved by the Board.

The Board will not provide programmatic funding for real property acquisition or building construction. However, capital equipment acquisitions and renovations may be considered in connection with an application for programmatic funding.

Agencies applying to or funded by the Children's Board may not reduce or redirect funding from another source either in anticipation of, or as a consequence of, receiving funding from the Children's Board without the prior approval of the Board. However, the Children's Board encourages funded programs to develop other sources of funding from both public and private revenues, including corporate support and individual contributions.

In recognition of overall reduced resources and increased requests to federal, state and local sources of funding, the Children's Board encourages funders to maintain and continue their support of needed services to children and families.

#### III-5. Funding Categories

The following program funds are designated:

##### 1. New Programs

The Children's Board will place high priority in funding new programs which provide promotion, prevention and early intervention services.

Priority will be given to programmatic funding requests that focus on pregnant women and children from birth to age eight and their families that address at least one of the developmental priority outcomes established by the Board and that have emerged as a gap or service priority from an established community planning body. Included within these priorities are services for young adults which will enable them to better prepare for the nurturing and care of their own children and better assure the birth of healthy children.

## 2. Match/Leveraging Fund

Unlike New Program Funding the Match/Leverage Fund is available to support services to children of all ages (extends to children beyond age eight). This category of funding has been established as an incentive to agencies in Hillsborough County to apply for funds from other sources including local, state and federal government and private funds. Match funding is available to applicants when they are required to obtain a percentage of the grant award from local sources. If the proposed services meet these and other funding requirements, the Children's Board may pledge the matching funds on the condition the applicant receives the award from the primary funder. The Fund is also available when one or more local funders are interested in co-funding a new initiative.

## 3. Technical Assistance Fund

The purpose of the Technical Assistance Fund is to build the capacity and expertise of community organizations that serve children of all agencies and families. Funds can be used for activities such as board development, accreditation, staff development/training, sustainability planning, technology upgrades, and equipment. Requests to fund grant writers and fundraisers will not be accepted. Agencies seeking assistance in grant-writing can request direct technical assistance from Children's Board staff.

## 4. Analysis Fund

The Analysis Fund supports research and planning projects critical to the implementation of the Board's strategic plan. The projects may be staff or stakeholder- initiated and require an action and dissemination plan and a funding identification plan.

## 5. Continuation Fund

The Board recognizes that building and sustaining an early childhood system of care requires continuing funding from the Board as the central source of funding for primary prevention and early intervention services. The continuation of contractual agreements with programs funded by the Children's Board will be determined on a case-by-case basis. Those programs meeting their proposed service outcomes and objectives within their approved budgets, in satisfactory compliance with their contracts during the previous year of funding, and continuing to meet a Children's Board priority will renegotiate outcomes, objectives and budgets with staff of the Children's Board to continue services for the next funding year. Additional requirements may be added as deemed necessary.

## III-6. Appeals

### Funding Recommendation Appeals

If a proposal is not recommended by staff for funding after the appropriate funding review process, agencies wishing to appeal must advise the Chief Executive Officer in writing within seven (7) days after notification of the recommendation is received. The funding decision will be explained by staff and any questions will be answered. If necessary, an appeal meeting will then be scheduled with the Chief Executive Officer. If an agency wishes to further appeal the decision of the Chief Executive Officer, they may do so to the Board Executive Committee. The Board Executive Committee will then make a recommendation regarding the appeal request to the full Board.

### Registering Other Complaints

Agencies having any other type of concern regarding their dealings with the Children's Board may contact their regular Children's Board staff member to discuss their concern. If an agency is not satisfied that the issue has been resolved they may contact the Chief Operating Officer or the Chief Executive Officer who will work with the specific Children's Board staff member and the agency to resolve the issue.

## III-7. Board Funding Recommendations

Staff will prepare written recommendations to the Board regarding proposed funding. Board members requiring additional information regarding a proposed funding request will contact staff for such information prior to the Board meeting at which the recommendation will be acted upon. At the Board meeting where

funding recommendations are scheduled for action, any agency or person affected by a recommendation will be given an opportunity to speak after staff have presented, subject to reasonable time restrictions to avoid duplicate comments and reasonable accommodations to obtain the comments of all wishing to address the Board.

### III-8. Annual Business and Funding Plan

Staff will develop an Annual Business and Funding Plan which will identify specific Children's Board funding priorities. The plan will also identify a specific process for funding review and criteria for rating and prioritizing applications received.

**CHIEF EXECUTIVE OFFICER'S FUNDING APPROVAL LISTING**  
**Fiscal Year 2010 (October 1, 2009 - September 30, 2010)**

<b>Funding Amount</b>	<b>Category</b>	<b>Agency/Program - Description</b>
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<b>0</b>		<b>October 2009 Total</b>

<b>0</b>		<b>November 2009 Total</b>

<b>0</b>		<b>December 2009 Total</b>

\$10,600	Technical Assistance	<b>Hillsborough County School Readiness Coalition, Inc. d/b/a Early Learning Coalition of Hillsborough County – Transforming Early Childhood Community Systems/Early Development Instrument (TECCS)</b>
<b>\$10,600</b>		<b>January 2010 Total</b>

<b>0</b>		<b>February 2010 Total</b>

\$10,000	Technical Assistance	<b>The Kids Healthcare Foundation, Inc. – The Kids Healthcare Foundation</b>
\$10,000	Technical Assistance	<b>Mary Lee's House, Inc. – Infant Mental health Pilot Project</b>
\$ 5,000	Match	<b>Big Brothers Big Sisters of Tampa Bay, Inc. – Mentor Recruitment Project (Michael Baisden's One Million Mentors)</b>
<b>\$ 25,000</b>		<b>March 2010 Total</b>

\$ 10,000	Technical Assistance	<b>Children's Home, Inc. - Develop new 5-year Strategic Plan</b>
\$ 10,000	Technical Assistance	<b>Children's Museum of Tampa, Inc. – Exhibit Signage Design</b>
\$ 9,908	Technical Assistance	<b>Crisis Center of Tampa, Inc. – iCarol Implementation Project</b>
\$10,000	Technical Assistance	<b>Early Childhood Council of Hillsborough County Inc. - Infant Mental Health Committee</b>
\$ 1,000	Technical	<b>Friends Support, Inc. – Attendance to the National Down</b>

	Assistance	Syndrome Congress Conference
\$ 9,158	Technical Assistance	<b>Healthy Start Coalition Of Hillsborough County, Inc. – Technology Upgrade</b>
\$ 5,530	Technical Assistance	<b>National Association for the Advancement of Colored People-Hillsborough County Branch - Technical Assistance - Infrastructure Projects</b>
<b>\$ 55,596</b>		<b>April 2010 Total</b>

\$ 10,000	Technical Assistance	<b>Agency For Community Treatment Services, Inc. – ACTS Training Capacity Upgrade</b>
\$ 9,858	Technical Assistance	<b>Alpha House of Tampa, Inc. – Alpha House of Tampa - IT Equipment and Software</b>
\$ 9,872	Technical Assistance	<b>Big Brothers Big Sisters of Tampa Bay, Inc. – Big Brothers Big Sisters of Tampa Bay Technology Upgrade Project</b>
\$ 735	Technical Assistance	<b>Buddy Cruise, Inc. - National Down Syndrome Congress National Conference</b>
\$ 1,000	Technical Assistance	<b>Camelot Community Care, Inc. – In-home Therapy</b>
\$1,000	Technical Assistance	<b>ECHO of Brandon, Inc. - Technical Assistance Training Grant</b>
\$ 8,000	Technical Assistance	<b>Florida West Coast Public Broadcasting, Inc. – Biz Kids</b>
\$ 5,750	Technical Assistance	<b>Freedom Playground Foundation, Inc. – Freedom Playground Website Upgrade</b>
\$ 1,000	Technical Assistance	<b>Hillsborough Early Childhood Association – Teacher of the Year Awards Ceremony</b>
\$ 4,053	Technical Assistance	<b>Pregnancy Care Center of Plant City, Inc. - Capacity Building through Program Expansion, Strategic Planning and Marketing</b>
\$ 4,991	Technical Assistance	<b>REACH Up, Inc. – Technical Assistance</b>
\$ 10,000	Technical Assistance	<b>Salesian Sisters Of Tampa, Inc. D/B/A Salesian Youth Center/Boys &amp; Girls Club - Salesian Youth Center Summer Camp Program</b>
\$ 10,000	Technical Assistance	<b>Sylvia Thomas Center For Adoptive and Foster Families, Inc. - Capacity Building Through Infrastructure</b>

\$ 6,250	Technical Assistance	<b>Tampa Bay Academy of Hope, Inc.</b> – Leadership Through Education
\$ 5,844	Technical Assistance	<b>Tampa Metropolitan Area YMCA, Inc.</b> - Family Child Care PLUS - TA for Equipment
\$ 5,250	Technical Assistance	<b>Tampa Heights Junior Civic Association, Inc.</b> - Tampa Heights Junior Civic Association After School Enrichment and Educational Program
\$ 10,000	Technical Assistance	<b>The Good Community Alliance, Inc.-</b> Community Stepping Stones
\$ 15,000	Match	<b>The Presbyterian Learning Centers of Tampa Bay, Inc.</b> - The PLC Family Literacy Academy
\$ 2,550	Technical Assistance	<b>The Life Center of The Suncoast, Inc.</b> – Technical Assistance – Copier
\$ 1,850	Technical Assistance	<b>University Community Ministries</b> – PCAT
\$ 1,000	Technical Assistance	<b>University Of South Florida Board Of Trustees, A Public Body Corporate</b> - Division of Child Development, Dept. of Pediatrics
\$ 10,000	Technical Assistance	<b>Wheels of Success, Inc.</b> - Program Sustainability--Database Set-up & Management
<b>\$ 134,003</b>		<b><i>May 2010 Total</i></b>

\$ 8,459	Technical Assistance	<b>Abel Community Services , Inc.</b> – Kingian Nonviolence Training
\$ 10,000	Technical Assistance	<b>Bolesta Center, Inc.</b> – Audiology Suite Expansion
\$ 10,000	Technical Assistance	<b>Brandon Crisis Pregnancy Center, Inc.</b> – Donor Acquisition Marketing Project
\$ 3,200	Technical Assistance	<b>Centre for Women, Inc..</b> – Hillsborough Partnership for Out of School Time (POST)
\$ 9,975	Technical Assistance	<b>Community Tampa Bay, Inc.</b> – Technology infrastructure Upgrade
\$ 5,200	Technical Assistance	<b>Drug Abuse Comprehensive Coordinating Office, Inc. (DACCO)</b> – DACCO Center for Behavioral Health
\$ 4,300	Technical Assistance	<b>Friends of Carrollwood Cultural Center, Inc.</b> – Strategic Planning, Training, and Support

\$ 6,500	Technical Assistance	<b>Hispanic Services Council, Inc.</b> – TCM Billing/Budget Management System
\$ 10,000	Technical Assistance	<b>Homeless Coalition of Hillsborough County, Inc.</b> - Implementation of Benevon Model of Fundraising
\$ 9,000	Technical Assistance	<b>It's All About Kids, Inc.</b> – Increased Administrative Infrastructure
\$8,994	Technical Assistance	<b>Moses House, Inc.</b> – Moses House Governance, Management, and Finance Infrastructure Improvement Program
\$ 3,000	Technical Assistance	<b>New Salem Ministries, Inc.</b> – Capacity Building Initiative
\$ 7,916	Technical Assistance	<b>OPBI, Inc.</b> – OPBI Technical Assistance
\$ 9,048	Technical Assistance	<b>Powerstories Theatre of Tampa Bay, Inc.</b> – Girlstories Leadership Theatre and Workshops
\$600	Technical Assistance	<b>Seniors in Service, Inc.</b> – Foster Grandparent and Senior Companion Programs
\$5,389	Technical Assistance	<b>Solita's House, Inc.</b> – Capacity Building through Marketing, Board Training, and Donor Development
\$ 9,470	Technical Assistance	<b>Tampa Lighthouse for the Blind, Inc.</b> - Increased Administrative Capacity and Infrastructure
<b>\$ 121,051</b>		<b><i>June 2010 Total</i></b>
\$8,089	Technical Assistance	<b>Catholic Charities, Diocese of St. Petersburg, Inc.</b> – IT Upgrade
<b>\$ 8,089</b>		<b><i>July 2010 Total</i></b>
\$5,000	Match	<b>St. Francis Children's Daycare, Inc.</b> – T.E.A.C.H. Match
		<b><i>August 2010 Total</i></b>
<b>\$359,339</b>		<b><i>Grand Total YTD</i></b>

## CHILDREN'S BOARD FINANCIAL STATEMENTS – AUGUST 2010

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY  
BOARD FINANCIAL REPORT  
FISCAL YEAR 2010 (OCT 1 - SEPT 30)  
AUG 2010

	FY 2010 Revised YTD Budget	FY 2010 YTD Actual	Variance ***	% Variance	FY 2010 Revised Annual Budget	% Budget Not Expended	FY 2010 Approved Annual Budget
<b>REVENUES</b>							
Ad-Valorem Taxes	#####	#####	63,719	0%	\$ 34,947,420	0%	#####
Interest Income	413,391	90,044	(323,347)	-78%	442,000	80%	442,000
Gain/Loss on Investments	(137,505)	126,844	264,349	-192%	(150,000)	185%	(150,000)
Miscellaneous Revenue	113,977	164,434	50,457	44%	124,335	-32%	124,335
Matching Revenue from Agencies	2,219,828	3,699,305	1,479,477	67%	2,407,004	-54%	2,407,004
Excess Fees Distributions	0	0	0	0%	296,240	100%	296,240
Employee Lease Revenue	931,046	859,145	(71,901)	-8%	1,015,650	15%	1,015,650
<b>TOTAL REVENUES</b>	#####	#####	\$ 1,462,754	4%	\$ 39,062,649	-2%	#####
<b>EXPENDITURES</b>							
Program Funding:							
Continuation and New Funding	#####	#####	3,613,056	12%	\$ 33,113,078	21%	#####
Other Program Funds	1,252,638	1,283,611	(30,973)	-2%	1,360,096	6%	1,360,083
<b>Total Program Funding</b>	#####	#####	\$ 3,582,083	12%	\$ 34,473,174	20%	#####
Administrative/Operational:							
Salaries	\$ 3,500,354	\$ 3,411,067	89,287	3%	\$ 3,818,429	11%	\$ 3,818,429
Fringe Benefits	1,376,167	1,275,271	100,896	7%	1,501,219	15%	1,501,219
Professional Fees	87,444	80,016	7,428	8%	90,930	12%	90,930
Board Support Consulting Fees	4,583	344	4,239	92%	5,000	93%	5,000
Office Occupancy	290,937	288,209	2,728	1%	317,376	9%	317,376
Travel & Training	50,345	28,290	22,055	44%	54,919	48%	54,919
Other	355,090	172,745	182,345	51%	387,356	55%	387,356
Employee Lease Expense	931,046	859,145	71,901	8%	1,015,650	15%	1,015,650
<b>Total Administrative/Operational</b>	\$ 6,595,966	\$ 6,115,087	\$ 480,879	7%	\$ 7,190,879	15%	\$ 7,190,879
Capital Outlay - Building/Equipment	19,847	10,791	9,056	46%	21,650	50%	21,650
Non-Operating	1,646,314	1,586,098	60,216	4%	1,646,385	4%	1,646,385
Reserve-Building	0	0	0	0%	100,000	100%	100,000
<b>TOTAL EXPENDITURES</b>	#####	#####	\$ 4,132,233	10%	\$ 43,432,088	19%	#####
<b>NET INCOME</b>	\$ (920,560)	\$ 4,674,427	\$ 5,594,987	608%	\$ (4,349,439)		\$ (3,858,846)
<b>RESOURCES</b>							
Fund Balance Reserved for FY 2010**	\$ 3,858,846	\$ 3,858,846	-		\$ 3,858,846		\$ 3,858,846
Reserves for Prior Year Encumbrances FY 2009 ***	41,953	41,953	0		41,953		0
<b>TOTAL RESOURCES AND NET INCOME</b>	2,980,239	8,575,226	5,594,987		\$ (448,640)		\$ -

\*\* Funds carried forward from FY 2009 to Programs Funds. These funds reduce ad valorem tax requirements.  
\*\*\* Income \$'s Positive = over budget/Negative ( ) = under budget  
Expenditure \$'s Positive = under budget/Negative ( ) = over budget

## CHILDREN'S BOARD FY 2010 LAPSE REPORT – AUGUST 2010

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY  
BOARD SUMMARY-ESTIMATED LAPSE REPORT  
FISCAL YEAR 2010 (OCT 1 - SEPT 30)  
AUG 2010

	FY2010 Revised Annual Budget	FY 2010 YTD Actual	Budget Not Expended	Estimate for Remainder of FY10	Projected		
					ESTIMATED TOTALS	Budget Lapsed	% Lapsed
<b>REVENUES</b>							
Ad-Valorem Taxes	\$34,947,420	\$ 34,992,389	\$ 44,969	0	\$ 34,992,389	\$ 44,969	0.1%
Interest Income	442,000	90,044	(351,956)	19,956	110,000	(332,000)	-75.1%
Gain/Loss on Investments	(150,000)	126,844	276,844	3,156	130,000	280,000	#####
Miscellaneous Revenue	124,335	164,434	40,099	8,566	173,000	48,665	0.0%
Matching Revenue from Agencies	2,407,004	3,699,305	1,292,301	50,695	3,750,000	1,342,996	55.8%
Excess Fees Distributions	296,240	0	(296,240)	296,240	296,240	-	100.0%
Employee Lease Revenue	1,015,650	859,145	(156,505)	181,378	1,040,523	24,873	2.4%
<b>TOTAL REVENUES</b>	<b>\$39,082,649</b>	<b>\$ 39,932,161</b>	<b>\$ 849,512</b>	<b>\$ 559,991</b>	<b>\$ 40,492,152</b>	<b>\$ 1,409,503</b>	<b>3.6%</b>
<b>EXPENDITURES</b>							
Program Funding:							
Continuation Funding	\$33,113,078	\$ 26,262,146	\$6,850,932	\$ 6,913,115	\$ 33,175,261	\$ (62,183)	-0.2%
Other Program Funds	1,360,096	1,283,611	76,485	\$213,359	1,496,970	(136,874)	-10.1%
Total Program Funding	<b>\$34,473,174</b>	<b>\$ 27,545,757</b>	<b>\$ 6,927,417</b>	<b>\$ 7,126,474</b>	<b>\$ 34,672,231</b>	<b>\$ (199,057)</b>	<b>-0.6%</b>
Administrative/Operational:							
Salaries	\$ 3,818,429	\$ 3,411,067	\$407,362	314,974	\$ 3,726,041	\$ 92,388	2.4%
Fringe Benefits	1,501,219	1,275,271	225,948	104,550	1,379,821	121,398	8.1%
Professional Fees	90,930	80,016	10,914	20,964	100,980	(10,050)	-11.1%
Board Support Consulting Fees	5,000	344	4,656	2,156	2,500	2,500	50.0%
Office Occupancy	317,376	288,209	29,167	23,164	311,373	6,003	1.9%
Travel & Training	54,919	28,290	26,629	22,047	50,337	4,582	8.3%
Other	387,356	172,745	214,611	22,697	195,442	191,914	49.5%
Employee Lease Expense	1,015,650	859,145	156,505	181,378	1,040,523	(24,873)	\$ (0)
Total Administrative/Operational	<b>\$ 7,190,879</b>	<b>\$ 6,115,087</b>	<b>\$ 1,075,792</b>	<b>\$ 691,930</b>	<b>\$ 6,807,017</b>	<b>\$ 383,862</b>	<b>5.3%</b>
Capital Outlay - Building/Equipment	21,650	10,791	10,859	10,859	21,650	0	0%
Non-Operating	1,646,385	1,586,098	60,287	30,278	1,616,376	30,009	2%
Reserve-Building	100,000	0	100,000	100,000	100,000	0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$43,432,088</b>	<b>\$ 35,257,734</b>	<b>\$ 8,174,354</b>	<b>\$ 7,959,541</b>	<b>\$ 43,217,275</b>	<b>\$ 214,813</b>	<b>0.5%</b>
<b>NET INCOME</b>	<b>\$ (4,349,439)</b>	<b>\$ 4,674,427</b>	<b>\$ 9,023,866</b>	<b>\$ (7,399,550)</b>	<b>\$ (2,725,123)</b>	<b>\$ 1,624,316</b>	<b>-37.3%</b>
<b>RESOURCES</b>							
Fund Balance Reserved for FY'10 *	3,858,846	3,858,846	0	0	862,155	(1,624,316)	

## CHILDREN'S BOARD FY 2010 UNCOMMITTED PROGRAM EXPENDITURES REPORT

### Children's Board of Hillsborough County FY 2010 PROGRAM EXPENDITURES REPORT August 31, 2010

	Beginning Budget	YTD Amount Approved by the CEO/Board	YTD Uncommitted Funds	Updated as of 08/31/10 Proposed Board Memos & TA Commitments	Uncommitted Funds Available
<b><u>New Funding</u></b>					
Match Funding / One-Time	\$ 50,000	25,000	\$ 25,000	-	\$ 25,000
Technical Assistance / Match	\$ 350,000	329,339	\$ 20,661	-	\$ 20,661
County Funding Request	\$ 805,000	805,000	\$ -	-	-
<b>Total Funds Available</b>	<b>\$ 1,205,000</b>	<b>1,159,339</b>	<b>\$ 45,661</b>	<b>-</b>	<b>\$ 45,661</b>

## **CHILDREN'S BOARD VARIANCE ANALYSIS**

### **FISCAL YEAR 2010 INCOME STATEMENT (10% OR GREATER)**

#### **Revenues**

- We have collected 95.28% of tax base ad valorem revenue allocated to date. We do not expect to receive any further Ad Valorem revenue in FY 2010.
- Interest income is \$323,347 under budget. Interest income is budgeted from 1.25% to 2.0% through FY 2010 and the current rate is 0.25%.
- Due to improving market conditions Gain/Loss on Investments is over budget by \$264,349.
- Miscellaneous Revenue is over budget \$50,457 with \$50,000 from administrative service fees.
- Matching revenue from agencies is over budget \$1,479,477 for increased ASO support (\$750,000) and Targeted Case Management(\$722,000).

#### **Expenditures**

##### **Programs**

- Continuation Funding:
  - ✓ Continuation Funding is under budget by \$3,613,056 because of timing of payments. This line is expected to be over budget by \$62,183 at the end of the fiscal year because of additional funding added to the ASO by other funding sources.
- Other Program Funds:
  - ✓ The public education & awareness budget of \$200,000 was moved from the other expenses category advertising line to this category. As a result of this change in classification, we expect this line to be over budget by \$136,874 by end of year.

##### **Administrative/Operational**

- Board Support Consulting Fees:
  - ✓ Are used as needed during the fiscal period 2010. This line item is expected to lapse \$2,500 by the end of the fiscal year.
- Travel and training:
  - ✓ Normal expenses have not been incurred to date. Travel expenses will be limited and employees have been encouraged to utilize website and internal sources for knowledge management courses. This line item is expected to lapse \$4,582.
- Other:
  - ✓ Other expenses is under budget \$182,345 as a result of the movement of \$200,000 for public education & awareness expenses from the other expenses category advertising line to the other program line community program awareness expenditures. Also, due to this change in classification, this line item is expected to lapse \$191,914 at the end of the fiscal year.
- Capital Expenditures:
  - ✓ Capital item purchases are under budget \$9,056. This category of expenditures is used as needed through the fiscal period and can vary each month.

#### **Summary:**

The Net Income is \$4,674,427 over budget. This is comprised of revenues over budget by \$1,462,754 and expenditures under budget \$4,132,233 which is accounted for in the above explanations. There is projected lapse of \$1,444,801 at year end.

## CHILDREN'S BOARD INVESTMENTS STATEMENT

Children's Board Of Hillsborough County  
Investments Statement as of 08/31/2010

<u>Investment Instrument</u>	<u>Financial Institution</u>	<u>Balance</u>	<u>Maturity</u>	<u>Yield</u>
Interest Bearing Checking LGIP	Wachovia Government Florida State Board of Administration	22,426,095 527,132	1 day N/A	0.25%
Public Fund CDs	Banc Of America Securities	0	180 days	1.16%
Wells Fargo	Advantage Funds	<u>1,002,038</u>	1 day	0.03%
		<b><u>23,955,265</u></b>		

<b>Status of LGIP Fund B</b>		<b>% of Orig Balance</b>
Original Fund B Balance (12/07)	2,327,404	
Total Distributions	1,861,967	80.00%
<b>Principal Balance @ 8/31/10</b>	<b><u>465,438</u></b>	20.00%
<b>Breakdown of Principal Balance</b>		
<b>Estimated Unrealized Loss</b>	136,346	5.86%
<b>Estimated Net Asset value*</b>	<b><u>329,092</u></b>	14.14%

\*Estimated Net asset value is the amount the Children's Board would receive from the securities if they were redeemed at this point in time.

# Recommended Action

## RECOMMENDED ACTION – APPROVAL OF FY 2011 ADVOCACY COMMITTEE PRIORITIES

### NEW BUSINESS

**AGENDA NUMBER/NAME:** [Approval of Fiscal Year 2011 Advocacy Committee Priorities](#)

**INITIATOR:** Advocacy Committee

**DATE:** Regular Board Meeting, Thursday, October 28, 2010

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**RECOMMENDED ACTION:** APPROVE PRIORITY LEGISLATIVE AND POLICY ISSUES IDENTIFIED AT THE COMMUNITY LEGISLATIVE SUMMIT AS THE CBHC ADVOCACY PLATFORM FOR 2011.

### BACKGROUND:

- The CBHC, United Way of Tampa Bay and Hillsborough County sponsored the fourth Community Legislative Summit at the Children’s Board on Thursday, October 7, 2010. Ninety-two attendees prioritized over 30 policy/legislative issues in eleven topic areas.
- The priorities will be tracked by CBHC and members of the Advocacy Committee. Information on progress will be provided monthly.
- The issues will be compiled into the “Red Book”, which will be presented to elected officials from Hillsborough County at the Legislative Breakfast to be held in early January.
- As in the past, the Advocacy Committee will develop action plans for each priority and will continue to work collaboratively with our community partners and with other statewide partners on related issues.
- List of Priorities are [\(attached\)](#).
- Fiscal Impact: None.



2011 Advocacy  
Priorities.pdf

**RECOMMENDED ACTION – APPROVAL OF AUTHORIZATION TO EXECUTE A REQUEST FOR QUALIFICATIONS (RFQ)**

This recommendation has been tabled until the next Regular Board meeting scheduled on Thursday, November 18, 2010. There will be a combined Board Executive and Education and Awareness Committee scheduled on Wednesday, November 10<sup>th</sup> at 12:00 p.m. to review and approve an expanded communications plan prior to the November Board meeting.

# Strategic Thinking

This is a standard agenda item in place for any strategic thinking discussions raised by the Board, staff and/or other community stakeholders.

Thank you,

Dr. Luanne J. Panacek, Ed.D.  
Chief Executive Officer

# Informational Items

## CHILDREN'S BOARD MEETING SCHEDULE FOR FISCAL YEAR 2010-2011 October 1, 2010 through September 30, 2011

<b>MONTH</b>	<u>Community Education and Awareness Committee Meeting</u>	<u>Board Executive Committee Meeting</u>	<u>Organizational Development - (OD) Committee</u> Or <u>Finance Committee Meeting - (FIN)</u>	<u>Advocacy Committee Meeting</u>	<u>Regular Board Meeting Or Special Meetings</u>
<b>October</b>	<i>No meeting</i>	JOINT Communications October 14, 2010 1:00 - 3:00 p.m. (CBHC Referendum Workshop) Boardroom	<i>No Meeting</i>	October 7, 2010 Community Legislative Summit 2:00 - 5:00 p.m. AND October 13, 2010 4:00 - 5:30 p.m. The Learning Center	October 28, 2010 3:00 - 5:00 p.m. Boardroom
<b>November</b>	<i>No Meeting</i>	November 10, 2010 12:00 - 1:30 p.m. Training Conf Room	November 10, 2010 - (OD) 1:30 - 2:30 p.m. Training Conf Room	November 10, 2010 4:00 - 5:30 p.m. Conference Rooms B/C	November 18, 2010 3:00 - 5:00 p.m. Boardroom
<b>December</b>	December 8, 2010 1:00 – 2:30 p.m. Training Conf Room	<i>No Meeting</i>	December 8, 2010 - (FIN) 2:30 - 3:30 p.m. Training Conf Room	December 8, 2010 4:00 - 5:30 p.m. Early Learning Conf Room	JOINT Meeting with JWB December 9, 2010 10:30 a.m. – 12:30 p.m. JWB Offices
<b>January</b>	<i>No Meeting</i>	January 13, 2011 12:00 - 1:30 p.m. Training Conf Room	January 13, 2011 - (OD) 1:30 - 2:30 p.m. Training Conf Room	January 12, 2011 4:00 - 5:30 p.m. Conference Rooms B/C	January 27, 2011 3:00 - 5:00 p.m. Boardroom
<b>February</b>	February 10, 2011 10:30 a.m. - 12:00 p.m. Training Conf Room	February 10, 2011 12:00 - 1:30 p.m. Training Conf Room	<i>No Meeting (FIN)</i>	February 9, 2011 4:00 - 5:30 p.m. Conference Rooms B/C	February 24, 2011 3:00 – 5:00 p.m. Boardroom
<b>March</b>	<i>No Meeting</i>	March 10, 2011 12:00 - 1:30 p.m. Training Conf Room	March 10, 2011 - (OD) 1:30 - 2:30 p.m. Training Conf Room AND Finance Committee Meeting 2:30 – 3:30 p.m. Training Conf Room	March 9, 2011 4:00 - 5:30 p.m. Conference Rooms B/C	March 24, 2011 3:00 - 5:00 p.m. Boardroom

<b>April</b>	April 14, 2011 10:30 a.m. - 12:00 p.m. Training Conf Room	April 14, 2011 12:00 - 1:30 p.m. Training Conf Room	<i>No Meeting (FIN)</i>	April 13, 2011 4:00 - 5:30 p.m. Conference Rooms B/C	April 21, 2011 3:00 - 5:00 p.m. Boardroom
<b>May</b>	<i>No Meeting</i>	May 12, 2011 12:00 - 1:30 p.m. Training Conf Room	May 12, 2011 - (OD) 1:30 - 2:30 p.m. Training Conf Room	May 11, 2011 4:00 - 5:30 p.m. Conference Rooms B/C	May 26, 2011 3:00 - 5:00 p.m. Boardroom
<b>June</b>	June 9, 2011 10:30 a.m. - 12:00 p.m. Training Conf Room	June 9, 2011 12:00 - 1:30 p.m. Training Conf Room	June 8, 2011 (FIN) 2:30 - 3:30 p.m. Training Conf Room	June 8, 2011 4:00 - 5:00 p.m. Conference Rooms B/C	June 23, 2011 3:00 - 5:00 p.m. Boardroom
<b>July</b>	<i>No Meeting</i>	<i>No Meeting</i>	<i>No Meeting</i>	<i>No Meeting</i>	<i>No Meeting</i>
<b>August</b>	August 11, 2011 10:30 a.m. - 12:00 p.m. Training Conf Room	August 11, 2011 12:00 - 1:30 p.m. Training Conf Room	Finance Committee Meeting combined with Business Plan Workshop on August 25, 2011	August 10, 2011 4:00 - 5:00 p.m. Conference Rooms B/C	COMBINED Business Plan Workshop/Regular Meeting August 25, 2011 11:30 a.m. - 3:30 p.m. Boardroom
<b>September</b>	<i>No Meeting</i>	September 8, 2011 12:00 - 1:30 p.m. Training Conf Room	September 8, 2011 - (OD) 1:30 - 2:30 p.m. Training Conf Room	September 7, 2011 4:00 - 5:00 p.m. Conference Rooms B/C	September 22, 2011 3:00 - 5:00 p.m. Boardroom

Revised: 10-15-10

Meeting Schedule is also located on the Children's Board's Website - [http://www.childrensboard.org/board\\_meeting\\_dates.aspx](http://www.childrensboard.org/board_meeting_dates.aspx)

Respectfully Submitted,  
The Children's Board of Hillsborough County  
Regular Board Meeting, October 28, 2010