



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

Regular Board Meeting
Thursday, February 24, 2011
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, February 24, 2011

CALL TO ORDER

V. GODDARD

10 minutes

- Invocation
- Quorum Verification

ROUTINE ACTION - APPROVAL OF MEETING MINUTES

V. GODDARD

5 minutes

- **Approval** of Joint Board Meeting, January 27, 2011

MONTHLY REPORTS

30 minutes

- Chief Executive Officer's Report *(verbal report)* L. Panacek
- Chief Executive Officer's Funding Approval & Program Expenditures Report
- Financial Statements – December 2010
- Hillsborough Youth Collaborative Report – Community Tampa Bay *(verbal report)* S. Coates
- Glazer Children's Museum Update *(verbal report)* A. Najjar
- Out of School Time Report *(verbal report)* B. Davis
- Transition Update from United Cerebral Palsy of Tampa Bay, Inc. and Mental Health Care, Inc. *(verbal report)* B. Slecowski

RECOMMENDED ACTION

0 minutes

- **Approval of** the Transfer of the Heart Gallery to Camelot A. Petrilu
- **Approval of** Technology Infrastructure B. Davis

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

- Open Agenda Item

INFORMATIONAL ITEMS

- None.

ADJOURNMENT OF MEETING

MARCH BOARD/COMMITTEE MEETINGS

http://www.childrensboard.org/board_meeting_dates.aspx

March 3, 2011	3:30 P.M.	Community, Education and Awareness Committee Meeting Training Conference Room
March 9, 2011	4:00 P.M.	Advocacy Committee Meeting Conference Rooms B/C
March 10, 2011	12:00 P.M.	Board Executive Committee Meeting Training Conference Room
March 10, 2011	2:30 P.M.	Finance Committee Meeting Training Conference Room
March 24, 2011	3:00 P.M.	Regular Board Meeting Boardroom

Routine Action – Approval of Meeting Minutes

REGULAR BOARD MEETING – JANUARY 27, 2011

Subject	Regular Board Meeting	Date	January 27, 2011
Facilitator	Luanne J. Panacek, CEO	Meeting Time	3:00 p.m. to 5:00 p.m.
Location	Children’s Board of Hillsborough County 1002 E. Palm Avenue Tampa, Florida 33605 Boardroom	Adjourned	The meeting adjourned at 4:35 p.m.
Board Member Attendance	Valerie Goddard, Board Chair Judge Katherine Essrig, Vice-Chair John Evon, Secretary/Treasurer Mike Carroll Pete Edwards Susan Schneider		
Other Attendees	Luanne J. Panacek, CEO of the Children’s Board 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 ycotroneo@childrensboard.org .		

Key Points Discussed		
No.	Topic	Highlights
1.	Call to Order	Ms. Valerie Goddard, Board Chair, called the meeting to order at 3:09 and gave the invocation. A quorum was established with six (6) Board members present at the meeting.
2.	Swear in of New Board Member	Mr. Mike Carroll, District Administrator for the Department of Children and Families, was duly sworn in under the Florida Statutes as a Children’s Board, Board member effective immediately.
3.	Routine Action - Approval of Meeting Minutes, December 9, 2010	The Board members reviewed the meeting minutes dated December 9, 2010. <i>There being no revisions to the meeting minutes, Mr. Evon made a motion to approve; the motion was seconded by Judge Essrig, and the motion carried by a unanimous vote of 6 to 0.</i>
4.	Monthly Reports	Chief Executive Officer’s Report – Dr. Luanne J. Panacek, CEO, reported on the following items: <ul style="list-style-type: none"> Joint Board Meeting – The Joint meeting between the Children’s Board and Juvenile Welfare Board was a great way to look at collaboration. About eight months ago, CBHC began meeting jointly with JWB and the United Way on a monthly basis and are looking at ways to collaborate. At the last meeting, Mr. Dave

Key Points Discussed		
No.	Topic	Highlights
		<p>McGerald made a presentation to the group about how to create a regional approach to early learning and quality counts. There was also a presentation made by JWB staff on the data collection system (SAMIS).</p> <ul style="list-style-type: none"> • Community Meetings – Ms. Susan Schneider has arranged presentations to speak with area school psychologists, social workers and colleges in the community, region by region, to hear about some of their challenges and improvements they would like to see through the FASST Teams. • Collaboration with Board of County Commission – Dr. Panacek indicated that this item is on the agenda later in the meeting and will speak more about some of those activities when this agenda item comes up. <p>Hillsborough Youth Collaborative Report - Ms. Stephanie Coates provided the Board with a monthly report highlighting the HYC's activities during the month of January, 2011. Ms. Sarah Ogdie, new program specialist at Community Tampa Bay was introduced to the Board. HYC asked the Board what issues the Board would like HYC to advocate for during this Legislative Session. The Board members responded by saying that bullying is a big issue and using the internet radio for commentaries around it, recognizing depression in youth and ways to deal with it, the use of in appropriate texting and texting while driving and how parents can deal with this issue; and the use of prescription drugs versus traditional drugs in youth.</p> <p>Chief Executive Funding Level Report – This is a standard monthly report highlighting all of the funding recommendations that have been approved under the CEO funding level.</p> <p>Financial Statements - Board members were provided with the Financial Statements for December 2010.</p>
5.	Recommended Action	<p>Approval of Reappropriation of FY' 2010 Encumbrances – APPROVE REAPPROPRIATION OF \$99,929 OF FY 2010 ENCUMBRANCES FROM THE UNRESERVED GENERAL FUND BALANCE INTO THE 2011 BUDGET. <i>Mr. Edwards made a motion to approve; the motion was seconded by Mr. Evon, and the motion carried by a unanimous vote of 6 to 0.</i></p> <p>Approval of Shared Executive with Hillsborough County Children's Services – APPROVE AN INTER-LOCAL AGREEMENT BETWEEN THE CHILDREN'S BOARD AND HILLSBOROUGH COUNTY DEPARTMENT OF FAMILY AND AGING SERVICES TO LOAN THE SERVICES OF DON DIXON TO HILLSBOROUGH COUNTY FOR THE PURPOSE OF DIRECTING CHILDREN'S SERVICES FOR A PERIOD NOT TO EXCEED TWO YEARS APPROVED IN ONE-YEAR INCREMENTS AT A COST TO THE COUNTY OF \$148,116.80 AND THE CHILDREN'S BOARD OF \$47,202.81. <i>Ms. Schneider made a motion to approve; the motion was seconded by Mr. Evon, and the motion carried by a vote of 5 to 1. Mr. Edwards voted against this recommendation.</i></p>

Key Points Discussed		
No.	Topic	Highlights
		<p>Dr. Panacek opened up the discussion by reporting that over the last few months, CBHC has been working very closely with the county to develop a structure that's now called the Executive Roundtable. She reviewed a document that outlines the purpose and participants in the Roundtable. The document includes explanation of the Roundtable's short-term and long-term goals, as well as the rationale for establishing an on-site team to assess services provided by the Department of Children's Services. Additionally the subcommittees were also established and their roles and members were described.</p> <p>Mr. David McGerald, Executive Director of Early Learning Coalition, then presented a brief report on child care licensing. Mr. McGerald reported that a small workgroup of the Roundtable met in October, which included representatives from the Children's Board, the county, DCF and the Early Learning Coalition. The group looked at the child care licensing challenges and how could they ensure that this quality program continues in Hillsborough County. The first step was to review the plan created two years ago and any changes since then with funding or efficiencies. Mr. McGerald reported that personnel were reduced by ten percent and that the Licensing Department moved to the Lake Magdalene campus to combine resources with the county.</p> <p>Then an agreement was made between the CBHC, the county, DCF and the Coalition looking at ways to share funding and draw down additional revenue from match funding to serve school-age children. In addition, this group was challenged to pull all of their resources together to gain better impact and serve more children.</p> <p>Mr. Edwards voiced his concerns regarding the County being equal partners in any joint effort with CBHC. Mr. Edwards then read into the record a letter written by a concerned citizen around the demographics of the Children's Board.</p> <p>Mr. Dave Rogoff, Director of the Department of Family and Aging Services, explained that some of the contributions that were never noted on the financials were the county's in-kind costs, i.e. staff, the building, IT Department, etc. These are some of the partnership contributions that are not noted in any of the published documents.</p> <p>Mr. Don Dixon, CBHC, then gave a brief overview and history of his involvement in the project and the challenges and outcomes he is hoping to obtain through the Inter-Local Agreement.</p> <p>Mr. Dixon also pointed out that there were some issues raised by Commissioner Les Miller, which were promptly addressed with the Commissioner in December. The primary concern raised by Commissioner Miller was the role of Head Start. Mr. Dixon explained there is no intention by the Children's Board to take over Head Start. Commissioner Miller also wanted Mr. Dixon to become a county employee. However, Mr. Dixon explained that he would continue to be</p>

Key Points Discussed		
No.	Topic	Highlights
		<p>employed by CBHC to allow for a truly collaborative, innovative initiative to move forward. This agreement is unique, and it has never been done before so it's no surprise that there are concerns being raised by both the county and the Children's Board members.</p> <p>Dr. Panacek's closing remarks were that the community needs for this to happen so that there are quality programs throughout the community. It is important to stand together. She emphasized that the choice is for us to do this together and demonstrate that this collaboration can do something very, very different that's never been done before; and that it could be done in a way that expands capacity and maintains quality. This community needs this collaboration, especially during these economic times.</p> <p>The Board Chair requested that the Children's Board along with other system heads, i.e. Department of Children and Families, Hillsborough County School District and the County Commission sign a letter in support of this level of collaboration and commitment.</p> <p>It was suggested that language of the Recommended Action be amended, but according to the Board Attorney the Recommended Action does not require amendments because the contract language will be correct, and that is what the Board is approving.</p> <p>A letter of support written by Commissioner Beckner was read into the record showing his support of this collaboration. A copy of this letter can be obtained through the Board Office.</p>
	Public Comment	Mr. Scott Barrish, Parent Chair of the Children's Advisory Board, spoke to the Board in support of the Children's Board and the collaboration between CBHC and the county.
	Other Business	<p>The Board requested an update on the new Resource Guide and when are the Technical Assistance workshops scheduled.</p> <p>It was responded that the Resource Guide is being finalized and will be sent to the printers during the week and should be ready within the next two weeks. In addition, the new Resource Guide will also be available on the Kindle and could be downloaded for .99.</p> <p>The Technical Assistance workshop dates will be provided at the next Board meeting.</p>
	Adjournment	There being no further business to discuss, the meeting was adjourned at 4:35 p.m.

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.	Schedule a SAMIS presentation for the local Executive	Luanne Panacek	Pending

Action Plan			
No.	Action Item(s)	Owner	Target Date
	Roundtable.		
2.	Schedule a report for out of school time at the next Board meeting.	Bobbi Davis	A report is scheduled for 2/24/11.
3.	It was suggested that CBHC compose a letter of support signed by the Superintendent of Schools, the District Administrator of the Department of Children and Families and the County Commission as part of the record in support of the interlocal agreement.	Luanne Panacek	Completed
4.	Contact BOCC and get the time certain for the interlocal agreement item on the BOCC agenda and send date and logistics to all of the Board members.	Luanne Panacek	Completed
5.	Finalize resource guide and provide copies to the community and Board members.	Pat Lewis	Completed
8.	Send the Legislative Breakfast delegation attendees to all of the Board members for their information and the date of the Legislative Breakfast.	Amy Petrila	Completed
9.	Schedule and inform Board members when the Technical Assistance workshops are being held. Have this information ready and available by the next Board meeting.	Irene Hill and Bobbie Davis	A report is scheduled for 2/24/11.

READ AND APPROVED BY:

VALERIE GODDARD, CHAIR

Monthly Reports

CHIEF EXECUTIVE OFFICER'S REPORT

Verbal Report – Dr. Luanne Panacek, CEO, will be providing the Board with status reports on emerging issues and miscellaneous activities.

CHIEF EXECUTIVE OFFICER'S FUNDING APPROVAL LISTING
Fiscal Year 2011 (October 1, 2010 - September 30, 2011)

Funding Amount	Category	Agency/Program - Description
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0		October 2010 Total

\$40,000	Match	Hillsborough Education Foundation, Inc. – Graduation Pathways An integrated approach to address the needs of at-risk students and keep them on the path toward high school graduation.
\$15,000	Technical Assistance	Tampa Bay Black Business Investment Corporation (TBBBIC) – Micro-lending Project TBBBIC would be responsible for making microloans to low income entrepreneurs and small businesses.
\$10,000	Technical Assistance	Hispanic Business Initiative Fund Of Florida, Inc. – Micro-lending Project The Hispanic Business Initiative Fund (HBIF) would work in partnership with the Tampa Bay Black Business Investment Corporation (TBBBIC) by offering technical assistance to help low income entrepreneurs become “loan ready” and provide on-going TA and support.
\$75,000	Match	Hillsborough County Board Of County Commissioners Thirteenth Judicial Circuit Court, Inc. – Specialized General Magistrate Program Expansion In an effort to effectively address the continuing mental health and special needs of children in Hillsborough County’s dependency court and increase the probability of positive outcomes, the 13 th Judicial Court is requesting \$75,000 to expand its Independent Living/Mental Health Magistrate Court Program to support a General Magistrate position for one year.
\$140,000		November 2010 Total

0		December 2010 Total

0		January 2011 Total

\$140,000		Grand Total YTD
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PROGRAM EXPENDITURES REPORT

Children's Board of Hillsborough County
FY 2011 PROGRAM EXPENDITURES REPORT
January 31, 2011

	Beginning Budget	YTD Amount Approved by the CEO/Board	YTD Uncommitted Funds Available	Updated as of 1/31/11 Proposed Board Memos & TA Commitments	Uncommitted Funds Available
<u>New Funding</u>					
Technical Assistance / Match	\$ 400,000	140,000	\$ 260,000	-	\$ 260,000
Total Funds Available	<u>\$ 400,000</u>	<u>140,000</u>	<u>\$ 260,000</u>	<u>-</u>	<u>\$ 260,000</u>

CHILDREN'S BOARD FINANCIAL STATEMENTS – DECEMBER 2010

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY

Monthly Financial Report December 2010

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14. Original Five Year Projections
15. Updated Five Year Projections

Fiscal Year 2011 Budget

	FY 2011 Original Budget	Changes	FY 2011 Revised Budget
Revenues			
Ad-Valorem Taxes	31,270,743		31,270,743
Investment Income	51,361		51,361
Revenue Maximization Activities	1,325,000	306,002	1,631,002
Grants	695,900		695,900
Administrative Services Organization	1,750,000		1,750,000
Other Community Partner Funding	241,866		241,866
Miscellaneous	175,944		175,944
Employee Lease	847,096		847,096
Total Revenues	36,357,910	306,002	36,663,912
Expenditures			
Program Funding:			
CBHC Funded Continuation Funding	29,748,543	405,931	30,154,474
Other Community Partner Continuation Funding	1,934,500		1,934,500
New Funding	400,000		400,000
Other Program Funding	1,609,014		1,609,014
Total Program Funding:	33,692,057		34,097,988
Operational			
Salaries	3,809,520		3,809,520
Employee Benefits	1,493,791		1,493,791
Consultation/Support Fees	8,700		8,700
Office Occupancy	356,097		356,097
Travel & Training	57,875		57,875
Other Operating	182,713		182,713
Statutory/Required	84,924		84,924
Total Operational	5,993,620		5,993,620
Non-Operational			
Capital Outlay	0		0
Local Government Fees	1,410,447		1,410,447
Leased Employees	847,096		847,096
Total Expenditures	41,943,220	405,931	42,349,151
Net Spend Down of Fund Balance	(5,585,310)		(5,685,239)

Financial Statement Definitions

- **Revenues**

- **Investment Income** includes revenue from the various interest-bearing accounts as well as any unrealized gain or loss recognized from the Local Government Investment Pool Fund B investments.
- **Revenue Maximization Activities** are earnings generated from federal and state funding sources outside of the community. Children's Board dollars are used to generate the additional dollars.
- **Grants** are funds generated from foundations or other government organizations for which the Children's Board has applied. An example would be the 21st Century grant recently awarded to CBHC.
- **Administrative Services Organization** represents contributions from other community partners specifically designated for use in the ASO program. These dollars are included in the overall expense line of the ASO program dollar allocation.
- **Other Community Partner Funding** represents funds contributed from our community partners such as HKI and United Way.
- **Miscellaneous** consists of facility rental income, Heart Gallery contributions, administrative fees, and miscellaneous donations.
- **Leased Employee** represents the employee lease agreements CBHC has with other agencies, currently Early Learning Coalition(ELC). These employees are paid directly by CBHC and the agency subsequently reimburses CBHC for both the fringe and salary expenditures. There is also a corresponding leased employee expenditure offset which results in zero budgetary impact.

- **Expenditures**

- **CBHC Funded Continuation Funding** – This represents the dollars in continuation contracts funded by CBHC property tax and Targeted Case Management dollars
- **Other Community Partner Continuation Funding** represents expenditure of funds contributed from our community partners such as HKI and United Way passed through CBHC that are included in our continuation contracts.
- **New Funding** – This includes one time new Technical Assistance and Match dollars available for FY 2011
- **Other Program Funding** represent expenditures for internally managed programs including the Administrative Services Organization, Heart Gallery, Family Support & Resource Center, and Kidspeak Art Gallery. This also includes expenditures directly related to program activities such as the internet radio, public education and awareness campaign & training.
- **Other Operating** contains general insurance, printing, office supplies, dues & subscriptions,
- **Statutory/Required** represents legal, audit and Civil Service fees.
- **Local Government Fees** includes tax collector's and property appraiser's fee as well as the city storm water tax and the community redevelopment assessment.

Statement of Revenue and Expenditures

December 2010

	FY 2011 Revised YTD Budget	FY 2011 YTD Actual	FY 2011 Variance \$	FY 2011 Variance %
Revenues				
Ad-Valorem Taxes	24,391,180	24,804,680	413,500	2%
Investment Income	8,556	52,590	44,034	515%
Revenue Maximization Activities	577,834	545,508	(32,326)	-6%
Grants	0	0	0	0%
Administrative Services Organization	1,141,354	1,056,983	(84,371)	-7%
Other Community Partner Funding	61,717	61,125	(592)	-1%
Miscellaneous	34,777	35,184	407	1%
Leased Employees	130,322	142,386	12,064	9%
Total Revenues	26,345,739	26,698,456	352,717	1%
Expenditures				
Program Funding:				
Continuation and New Funding	4,061,122	4,111,391	(50,269)	-1%
Other Program Funding	353,254	349,997	3,257	1%
Total Program Funding:	4,414,375	4,461,388	(47,013)	-1%
Operational				
Salaries	953,514	917,782	35,732	4%
Employee Benefits	373,903	343,822	30,081	8%
Consultation/Support Fees	4,050	3,305	745	18%
Office Occupancy	89,112	93,061	(3,949)	-4%
Travel & Training	14,468	6,215	8,253	57%
Other Operating	90,678	83,408	7,270	8%
Statutory/Required	15,924	11,386	4,538	28%
Total Operational	1,541,649	1,458,979	82,670	5%
Non-Operational				
Capital Outlay	0	760		
Local Government Fees	1,025,863	1,063,452	(37,590)	-4%
Leased Employees	130,322	142,386	(12,064)	-9%
Total Expenditures	7,112,209	7,126,965	(13,996)	
Net Cash Flow	19,233,530	19,571,491	366,712	

Revenue Variance Analysis

December 2010

Statement of Revenues

	FY 2011 Revised YTD Budget	FY 2011 YTD Actual	FY 2011 Variance \$	FY 2011 Variance %
Revenues				
Ad-Valorem Taxes	24,391,180	24,804,680	413,500	2%
Investment Income	8,556	52,590	44,034	515%
Revenue Maximization Activities	577,834	545,508	(32,326)	-6%
Grants	0	0	0	0%
Administrative Services Organization	1,141,354	1,056,983	(84,371)	-7%
Other Community Partner Funding	61,717	61,125	(592)	-1%
Miscellaneous	34,777	35,184	407	1%
Leased Employees	130,322	142,386	12,064	9%
Total Revenues	26,345,739	26,698,456	352,717	1%

- **Investment Income**

- ✓ Over budget due to Local Government Investment Pool (LGIP) valuation changes which resulted in a gain rather than a budgeted loss for November. The LGIP makes monthly adjustments in the valuation of the investments in Fund B based on market conditions.

Expenditure Variance Analysis

Statement of Expenditures

December 2010	FY 2011			
	Revised	FY 2011	FY 2011	FY 2011
	YTD Budget	YTD Actual	Variance \$	Variance %
Expenditures				
Program Funding:				
Continuation and New Funding	4,061,122	4,111,391	-50,269	-1%
Other Program Funding	353,254	349,997	3,257	1%
Total Program Funding:	4,414,375	4,461,388	-47,013	0%
Operational				
Salaries	953,514	917,782	35,732	4%
Employee Benefits	373,903	343,822	30,081	8%
Consultation/Support Fees	4,050	3,305	745	18%
Office Occupancy	89,112	93,061	-3,949	-4%
Travel & Training	14,468	6,215	8,253	57%
Other Operating	90,678	83,408	7,270	8%
Statutory/Required	15,924	11,386	4,538	28%
Total Operational	1,541,649	1,458,979	82,670	119%
Non-Operational				
Capital Outlay	0	760	0	0%
Local Government Fees	1,025,863	1,063,452	-37,590	-4%
Leased Employees	130,322	142,386	-12,064	-9%
Total Expenditures	7,112,209	7,126,965	-13,996	106%

- **Consultation/Support Fees**

- ✓ Consultation/Support Fees are under budget \$745. This line item is used as needed throughout the fiscal period.

- **Travel & Training**

- ✓ Normal expenses have not been incurred to date. Travel expenses will be limited and employees have been encouraged to utilize website and internal resources for training.

- **Statutory/Required**

- ✓ The Statutory/Required category is under budget by \$4,538. The Civil Service fees for 2011 were less than estimated.

Children's Board Of Hillsborough County
Investments Statement
December 2010

<u>Investment Instrument</u>	<u>Financial Institution</u>	<u>Balance</u>	<u>Maturity</u>	<u>Yield</u>
Interest Bearing Checking	Wachovia Government Advantage	35,779,077	1 day	0.15%
LGIP	Florida State Board of Administration	527,203	N/A	0.30%
Wells Fargo	Advantage Funds	<u>1,002,147</u>	1 day	0.03%
		<u>37,308,427</u>		

Status of LGIP Fund B		% of Orig Balance
Original Fund B Balance (12/07)	2,327,404	
Total Distributions	1,906,558	81.92%
Principal Balance @ 12/31/10	<u>420,846</u>	18.08%
Breakdown of Principal Balance		
Estimated Unrealized Loss	79,652	3.42%
Estimated Net Asset value*	<u>341,194</u>	14.66%

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

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY

Original Projections during Board Workshop in August 2010

PROJECTIONS at .500 Millage

FISCAL YEARS 2010-2015

	FY 2010 Revised Budget	FY 2010 Estimated Actual	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
MILLAGE RATE	.5000	.5000	.5000	.5000	.5000	.5000	.5000
Projected Tax Revenue (mill. @ .5000 w/ 11.3% dec in tax base in FY 2011, 1% inc FY 2012, 6% inc FY 2013 & FY 2014, 7% inc FY 2015)	34,947,420	34,981,981	31,007,998	31,069,608	32,929,284	34,900,541	37,338,329
Rental Income - HKI/ELC	61,000	60,444	60,444	60,444	60,444	60,444	60,444
Excess Fees - Tax Collector & Gain/Loss on Investments	146,240	396,240	81,745	275,000	275,000	275,000	275,000
Interest Income	442,000	110,000	232,358	216,746	195,123	144,687	43,611
Miscellaneous Revenue	1,078,985	1,122,841	912,596	912,596	912,596	912,596	912,596
Revenue From Other Agencies	2,407,004	3,619,101	4,062,766	4,062,766	4,062,766	4,062,766	4,062,766
Total Revenue Available	39,082,649	40,290,607	36,357,907	36,597,160	38,435,213	40,356,034	42,692,746
Operating Expenditures	8,840,769	8,393,394	8,264,228	8,240,228	8,240,228	8,240,228	8,240,228
Capital Expenditures & Building & Capital Reserve	121,650	121,650	100,000	100,000	100,000	100,000	100,000
Other - Gallery (Art & Heart) & ASO & Resource Center	966,475	964,346	1,013,666	1,013,666	1,013,666	1,013,666	1,013,666
Expenditures Related to Program Support	390,103	532,624	582,350	582,350	582,350	582,350	582,350
Continuation Program Contracts (4% reduction in FY 2011 - FY 2013, no reduction in FY 2014 & FY 2015)	31,908,091	31,970,261	31,683,043	31,032,876	29,819,305	29,819,305	29,819,305
New Program Expenditures	1,205,000	1,205,000	400,000	400,000	400,000	500,000	2,600,000
Total Expenditures	43,432,088	43,187,275	42,043,287	41,369,120	40,155,549	40,255,549	42,355,549
Net Income (Loss)	(4,349,439)	(2,896,668)	(5,685,380)	(4,771,960)	(1,720,336)	100,485	337,197
Fund Balance							
Total Fund Balance Beginning of Year	17,751,057	17,751,057	14,854,389	9,169,009	4,397,049	2,676,713	2,777,197
Net Income (Loss - or Spend Down of Fund Balance)	(4,349,439)	(2,896,668)	(5,685,380)	(4,771,960)	(1,720,336)	100,485	337,197
Total Fund Balance End of Year after Spend Down	13,401,618	14,854,389	9,169,009	4,397,049	2,676,713	2,777,197	3,114,394
Less Board Designated Operating Reserve & Capital Reserve*	(2,503,157)	(2,803,157)	(2,306,369)	(2,372,593)	(2,411,793)	(2,516,803)	(2,722,013)
Fund Balance Available for Carry Forward of Program Continuation Funding	10,898,461	12,051,232	6,862,640	2,024,456	264,920	260,394	392,381
* Board Designated Operating Reserve for 3 months of operations adjusted annually to reflect 5.01% of Total Budgeted Expenditures. Capital Reserve is the balance of the annual \$100,000 reserve for building and large capital expenditures over the years.							
Additional Board designated operating reserve required *	0	0	(496,788)	66,224	39,200	105,010	205,210

THE HILLSBOROUGH YOUTH COLLABORATIVE BOARD REPORT

February



Goals:

GROW - LEAD - ADVOCATE - SERVE

Towards **growth** of youth leaders:

- **Leadership Development Modules** – We are currently implementing a Points of Light Youth Leadership Development curriculum. The content of the curriculum has many benefits for the HYC and they recommend that implementation be revised as it does not meet their needs. This item is under review.
- **HYC Leadership Retreat** – Feb 11th-13th. There were 18 HYC Members who participated. Items on the agenda included a review of the Creative Leadership Process and how it applies to HYC projects and goals, review of accomplishments to date, and reestablishment of goals as we move forward with 2011. The team considers this a good use of time and a written summary of items accomplished is available upon request.

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

- **Youth Radio** – The first HYC commentary was put on CBHC Online Radio. HYC members involved in this project will be meeting every Wednesday to continue writing and recording commentaries.
- **Academy for the Rights of the Child:** 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.
 - HYC Members will be writing a commentary for the Youth Radio project that focuses on raising awareness and educating people about the Convention on the Rights of the Child.
 - HYC Members will be implementing an awareness campaign to strategically educate youth and adults in the community through:
 - Presentations/info sessions
 - Events
 - Collaborating and building partnerships with organizations, groups, families, and community leaders
- **Legislative Breakfast:** HYC Member, Brianna Jackson, attended the CBHC Legislative Breakfast to represent youth voice and learn CBHC's priority issues for this legislative session.
- **Children's Week:** 11 HYC members submitted applications for Children's Week in Tallahassee beginning the week of April 3rd, 2011.

Next Steps:

- Schedule meetings with elected officials
- HYC Members will continue attending the CBHC Advocacy Committee Meetings to learn about CBHC priority issues.

Towards **service** and **leadership**:

- **Hillsborough Homeless Count:** Jan. 27th, 2011 – 5-7 HYC members served as volunteers in the Hillsborough Homeless Coalition "Homeless Count" and plan to write a Youth Radio commentary about the experience.

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

- Who are the elected officials that HYC Members should plan to meet with during Children's Week?

GLAZER CHILDREN'S MUSEUM UPDATE

By Al Najjar

Verbal Report – Mr. Al Najjar, President and Chief Executive Officer, Children's Museum will be providing the Board with an update on the ongoing activities and events at the Children's Museum.

REPORT ON OUT OF SCHOOL TIME
By Bobbi Davis

Verbal Report – Ms. Bobbi Davis will be provided the board with a report on out of school time activities. Please see the attached PowerPoint presentation **attached**.



OST Report for
Bobbi.ppt

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

By Laura Tucker and Bob Slecowski

Verbal Report – Ms. Laura Tucker and Mr. Bob Slecowski will be providing the Board with a financial update and status of United Cerebral Palsy of Tampa, Inc.

Recommended Action

RECOMMENDED ACTION – APPROVAL OF CONTRACT WITH CAMELOT COMMUNITY CARE FOR ONGOING OPERATION OF THE CBHC HEART GALLERY OF TAMPA

NEW BUSINESS

AGENDA NUMBER/NAME: Funding Recommendation

INITIATOR: Amy Petrila, Director of Programs and Advocacy and Jesse Miller, Director, Children's Board Heart Gallery of Tampa

DATE: Regular Board Meeting, Thursday, February 24, 2011

RECOMMENDED ACTION:

APPROVE CONTRACT OF UP TO \$210,000 (annualized amount is \$283,424) WITH CAMELOT COMMUNITY CARE FOR ONGOING OPERATION OF THE CHILDREN'S BOARD HEART GALLERY OF TAMPA.

BACKGROUND:

Transition of the Children's Board Heart Gallery of Tampa to Camelot Community Care will:

1. **INCREASE EFFICIENCIES** of the HG by refocusing resources on touring & recruitment, and timely adaptation to changing needs of children. Other efficiencies include:
 - **MISSION COMPATIBILITY:** The missions of both the Children's Board Heart Gallery of Tampa (HG) and Camelot are similarly focused around recruitment of adoptive families, permanency and quality of life issues for waiting foster children.
 - **RELATIONSHIPS:** Critical relationships to achieve HG recruitment goals with Camelot adoption specialists, care managers and waiting children will be enhanced because of co-location and proximity to Camelot and HKI staff.
 - **CO-LOCATION:** Proximity creates more effective communication and opportunity to build and sustain working partnerships. Co-location also:
 - Saves money in transportation, shipping and time in communication and scheduling.
 - Reduces confusion regarding customer service and system navigation for potential adoptive families.
 - Increases response time and accuracy to goals, status and needs of waiting children.
 - Increases participation by adoptions staff in specialized recruitment (e.g., Wendy's Wonderful Kids).
2. **INCREASED ABILITY TO RESPOND TO SYSTEMIC CHANGES.** Operation of the Heart Gallery within the administrative structure of Camelot Community Care will allow the HG to more quickly address new needs within the child welfare system and with the current population of waiting children. These changes require available require more targeted, integrated and innovative approaches to recruitment than ever before.
- **FISCAL IMPACT:** The Children's Board will negotiate a contract for the period April 1-September 30, 2011 for an amount up to \$210,000. These funds will be transferred from the Other Program Funding expense line item to the Continuation Funding expense line item in the FY 2011 budget.

	CURRENT <u>BUDGET</u>	CHANGE IN <u>BUDGET</u>	REVISED <u>BUDGET</u>
CBHC Funded Continuation Funding	\$30,154,474	\$210,000	\$30,364,474
Other Program Funding	\$ 1,609,014	(\$210,000)	\$ 1,399,014

Talking Points Regarding Transition of the Children's Board Heart Gallery
Feb. 18, 2011

- **Children's Board Heart Gallery of Tampa (HG) personnel and operations will begin negotiations to move to Camelot Community Care, the adoption recruitment provider for waiting children in Hillsborough County.**
- **The Children's Board (CBHC) will develop a transition plan and present it to the CBHC Board and to HG partner agencies to be effective April, 2011.**
- **The Children's Board Heart Gallery of Tampa will serve as a provider of CBHC, in a contract with Camelot.**
- **The Children's Board Heart Gallery of Tampa will continue to be branded as such and will proceed with the branding modifications outlined in Phase I of the CBHC Community Outreach Plan.**
- **The Children's Board Heart Gallery of Tampa will continue to generate revenue for reinvestment and sustainability.**

HISTORY:

- The Heart Gallery of Tampa Bay began 8 years ago through the efforts of a Children's Home, Inc. adoption recruitment specialist.
- Consistent with our mission to "lead in best practices", the Children's Board assumed the project 6 years ago to support its early growth. The CBHC financial support and resources have been critical in developing the HG's infrastructure. The Children's Board Heart Gallery is a national model and has introduced, and continues to introduce, innovations that are being replicated elsewhere.
- Over the past 6 years support from the CBHC allowed the Heart Gallery to:
 - Grow the scope and build capacity of the HG to achieve unprecedented success in recruiting families for children who had no other form of active recruitment (teens, large sibling groups, minorities, and youth with special needs).
 - Initiate new programs benefitting children such as mobile exhibits and Birthday Buddies, all of which use powerful photographic and audio displays.
 - Generate revenue to reinvest in the HG through corporate sponsorships, grants, donations and through the Title IV-E Adoption Assistance program. In 2010, the HG generated \$96,847 in adoption assistance funding.
 - Increase CBHC exposure and build relationships within the arts community, in churches, with child welfare providers, with local businesses, with civic organizations and with the general public.
 - Serve in leadership roles and serve as founding board member for state and national HG movements (Jesse Miller).

PROPOSED TRANSITION PLAN: Like other innovative programs developed under auspice of CBHC, such as the Early Literacy Model (ELM), the Parent Support Program (PSP) and Positive Spin, when programs become fully developed, strong and sustainable they are more appropriately operated in the community by community agencies. **This then allows the CBHC to return to its core mission of uniting, investing and leading.** A transition plan for the Children's Board Heart Gallery will be developed over the coming weeks with the following goals:

1. **INCREASE EXPOSURE** of the HG in order to:
 - Increase recruitment and adoption of waiting foster children.
 - Increase CBHC exposure and brand equity.

- HG will continue to implement the aggressive branding plan, Phase I of Community Outreach Plan.
- HG/ Camelot contract will measure deliverables regarding recruitment & CBHC branding including **meaningful collaborations** in strong partnership around **Community Engagement** (bolder brand presence in HG exhibits and collateral), **Community Events, Initiatives** (example: faith-based, strategic touring and targeted neighborhoods and venues), **Media** and other activities as outlined in the contract.

2. INCREASE EFFICIENCIES of the HG by refocusing resources on touring & recruitment, and timely adaptation to changing needs of children. Other efficiencies include:

- **MISSION COMPATIBILITY:** The missions of both HG and Camelot are similarly focused around recruitment of adoptive families, permanency and quality of life issues for waiting foster children.
- **RELATIONSHIPS:** Critical relationships to achieve HG recruitment goals with adoption specialists, care managers and waiting children will be enhanced.
- **CO-LOCATION:** Proximity creates more effective communication and opportunity to build and sustain working partnerships. Co-location also:
 - Saves money in transportation, shipping and time in communication and scheduling.
 - Creates efficiencies in customer service and system navigation for potential families.
 - Creates efficiencies in response time and accuracy to goals, status and needs of waiting children.
 - Increases participation by adoptions staff in specialized recruitment (e.g., Wendy's Wonderful Kids).

3. INCREASE ABILITY TO RESPOND TO SYSTEM CHANGE: HG will be able to more quickly address new needs within the child welfare system and with the current population of waiting children.

- HG and Family Finders have already increased the exposure and adoptions of available children.
This success has resulted in a pool of available children for adoption that is not only smaller, but much more difficult for recruiting families.
- Changes in the system and in the children available require more targeted, integrated and innovative approaches.



Camelot Community Care, Inc.

Providing Social Services to Children and Families in the Community

Camelot's mission:

"To develop and provide services that enable children and families to realize their own potential".

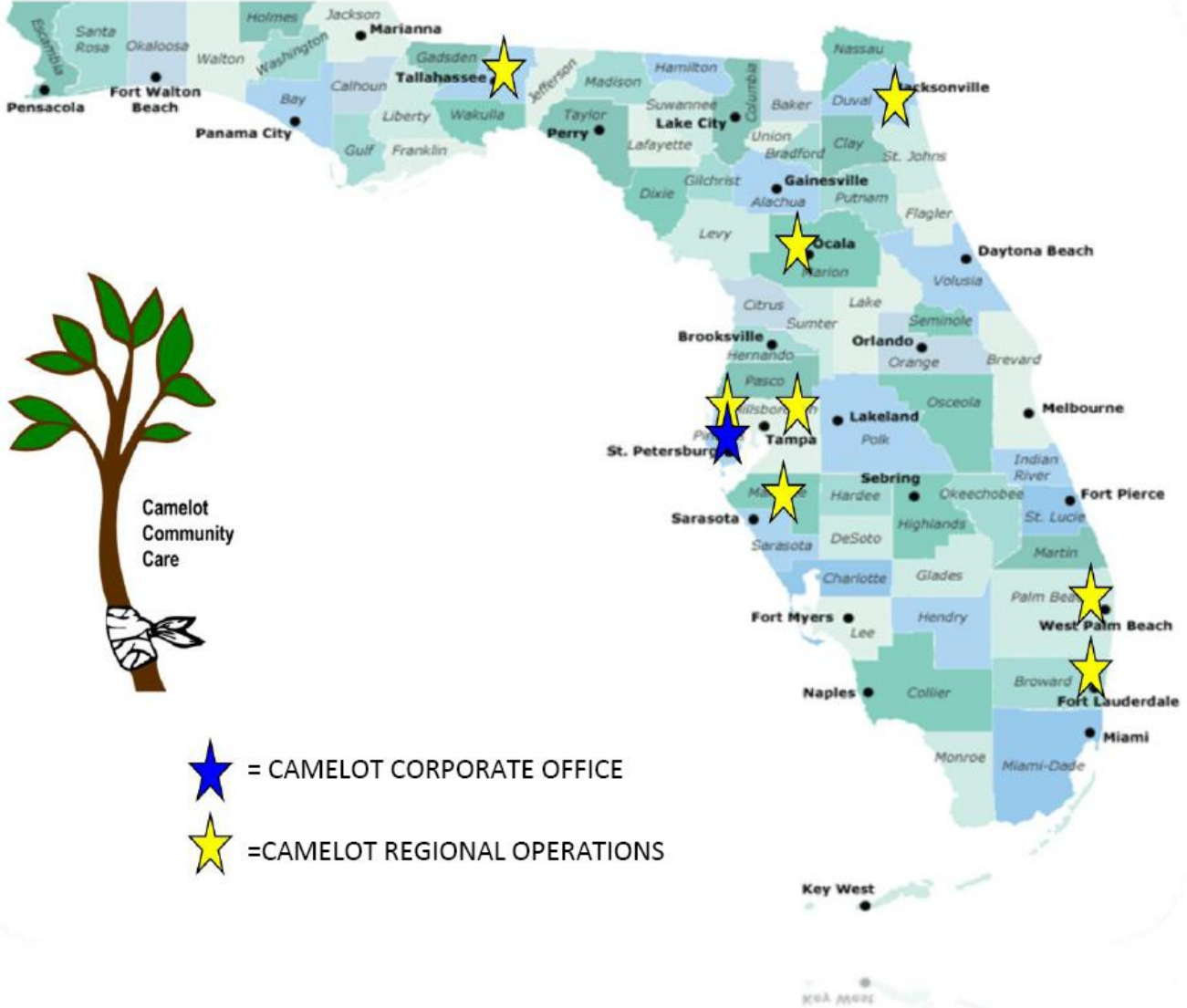
Company Overview

- Providing services for over 10 years
- Workforce of Over 500 Employees
- Located in 3 states: FL, TX, and OH
- Leader in Child Welfare and Mental Health Services
- Florida is our largest operation
 - Statewide Community-based Care Provider
 - 8 Statewide Regional Area Offices
 - Serving 26 Counties Statewide (Florida)
 - COA Accreditation
 - Over 5,000 children served
 - 501c3 Non profit Organization
 - Experienced Management Team
 - Innovative Approaches-
 - Functional Family Therapy
 - School Based Partial Hospitalization
 - Adoptions
 - Locations in Cincinnati, Oh and Austin, Texas

Camelot's Programs/Services

- ❖ Child Welfare Lead Agency
- ❖ Child Welfare Case Management
- ❖ Adoptions
- ❖ Targeted Case Management
- ❖ Supported/Enhanced Foster Care
- ❖ Foster Home Recruitment and Management
- ❖ Therapeutic Foster Care
- ❖ Independent Living
- ❖ Prevention and Support Services

Functional Family Therapy, In-Home Counseling, Partial Hospitalization Services, Outpatient Counseling, Comprehensive Assessments, Juvenile Justice: Mental Health and Substance Abuse Services



RECOMMENDED ACTION – APPROVAL OF TECHNOLOGY INFRASTRUCTURE

NEW BUSINESS

AGENDA NUMBER/NAME: Technology Infrastructure

INITIATOR: Dr. Marc Bellas, Organizational Performance Improvement Manager

DATE: Regular Board Meeting, Thursday, February 24, 2011

RECOMMENDED ACTION:

APPROVE THE USE OF \$79,884 FROM THE BUILDING AND CAPITAL RESEERVE ACCOUNT FOR TECHNOLOGY INFRASTRUCTURE AND AUTHORIZE STAFF TO ENTER INTO A CONTRACT WITH SLEEMS CONSULTING FOR \$79,884.

BACKGROUND:

- The Finance Committee reviewed the Technology Infrastructure Plan on May 12, 2010.
- The plan was included in the FY 2011 Business Plan Board Workshop on August 26, 2010.
- The project vendor selection process began on January 4, 2011.
 - Intention to Negotiate (ITN) advertisements were placed in the Florida Sentinel, La Gaceta, the Tampa Tribune, and on the CBHC Website.
 - An informational meeting was held on January 14, 2011 with all questions and answers posted on the CBHC Website.
 - Interested parties were invited to visit the CBHC data center to help inform their proposals.
 - Two local companies submitted proposals.
 - A five-person committee, including one CBHC Board member, reviewed, and scored the proposals.
 - The committee’s recommendation was made on February 18, 2011.
 - This process complied with the State of Florida, Department Management Services (DMS) utilizing state contract pricing on hardware and software.
- The result of this process is \$128,116 in savings from the initial projection.

FISCAL IMPACT:

Beginning Balance in Building and Capital Reserves FY 2011		\$ 400,000
Less: Current Request for Capital Expenditures		(\$ 67,284)
Remaining Balance in Building and Capital Reserves if Approved		\$ 332,716
	<u>CURRENT</u>	<u>CHANGE IN</u>
	<u>BUDGET</u>	<u>BUDGET</u>
		<u>REVISD</u>
		<u>BUDGET</u>
Consultation/Support Fees	\$ 8,700	\$ 21,300
Capital Outlay	\$ 0	\$ 67,284
Total Expenditures	\$42,349,151	\$ 42,429,035
Net Spend Down of Fund Balance	(\$ 5,685,239)	(\$ 5,765,123)

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,

The Children's Board of Hillsborough County