



Board of Directors Meeting

May 9, 2013

Minutes – April 11, 2013

Item III.A.

PRESENT: Elise Minkoff, Chair; Maria Edmonds, Vice Chair; Dr. James Sewell, Secretary; Brian Aungst, Jr.; Honorable Bob Dillinger; Honorable Bernie McCabe; Raymond Neri; Angela Rouson; Commissioner Karen Seel; Attorney Colleen Flynn

PHONE IN: Dr. Michael A. Grego

I. CALL TO ORDER

Mrs. Minkoff called the meeting to order at 9:03 AM, followed by the Pledge of Allegiance led by Mr. Neri.

II. CONSENT AGENDA

- A. Approve Minutes for March 14, 2013
- B. Accept Financial Report for March 2013

Mrs. Minkoff thanked Dr. Grego for joining in via speaker phone for the business portion of the meeting. His attendance was required at the Florida School Board Association in Ocala and, per Ch. 119, F.S.; the Board determined his absence as an extraordinary circumstance which enabled him to participate in the Executive Director's selection, which constituted 100% Board attendance. Mrs. Minkoff entertained the motion.

ACTION: Mr. Neri moved to deem Dr. Grego's attendance today via speakerphone as an extraordinary circumstance under the law; seconded by Mr. Aungst. No further discussion; motion carried.

Two Consent Items were on the Agenda.

ACTION: Dr. Sewell moved to approve the Consent Agenda as presented; seconded by Mrs. Edmonds. No further discussion; motion carried.

III. ACTION

- A. Approve the Reallocation of Program Funding for FY 12/13

Mrs. Lancaster reminded the Board that a great deal of information had been sent out about this reallocation. It is the moving of lapse dollars which allows for the funding of the Summer Bridge Program that would provide services to children in the highest risk schools. It realigns funds which have not been utilized in the Family Services Pool, but it is anticipated the funds will be fully utilized next year, so the program will have to be budgeted

for continuation. Also in the reallocation action is the recognition that the Health Department has resolved the problems that necessitated an earlier discussed recommendation to find another administrative entity for the function that were creating administrative challenges. Dr. Dharamraj worked with the State and her staff and determined it is possible for the Health Department to handle all of the administrative functions of the Carrera grant that had been shifted to the JWB staff. Mrs. Lancaster acknowledged the hard work that Dr. Dharamraj went through to get the State's approval. *Note: Attached is an email clarification sent to the Board on Wednesday, April 10, 2013.*

Mrs. Minkoff asked how many children we are looking to serve in the Summer school-based programs.

Ms. Sahulka said we are in the process of registering the children who are going to be in the program. Any parent who contacts 2-1-1 regarding summer programming for their child will be directed first to the Summer Bridge Program.

Dr. Grego stated his support and for the tremendous collaboration between JWB and the School District. This is the first time all schools will be open and engaging children specifically in impoverished communities. The primary problem is that many times parents need those wraparound services and, unless those services are provided, enrollment in the academic program suffers. This is an exciting project and children are being registered daily. He applauded the Board for this very aggressive and bold move because these children absolutely have to have six to seven weeks of extra schooling. His staff stands ready. JWB has been very supportive and he is very excited about this partnership.

Mrs. Minkoff said we are equally excited and, on behalf of the Board, offered appreciation for the willingness of the School Board and staff to recognize this as an opportunity to maximize resources and also benefit the children in Pinellas County. She asked if we are looking at quality curriculum in the after care programs.

Mrs. Lancaster: The curriculum will be provided by teaching staff. The before and aftercare wraparound activities will be provided through the R'Club and YMCAs and will be more of a fun activity following five hours of academics prior to that. It will be a complimentary curriculum, with Friday as a full activity day.

ACTION: Mr. Neri moved to approve the Reallocation of the Program Funding; seconded by Mr. McCabe. No further discussion; motion carried.

B. Approve the Strategic Plan

Dr. Duffy said the plan the Board received in this month's Board packet is very similar to the one received last month, however, a Vision Statement recommended by Dr. Sewell has been added. Some strategies have been refined and there have been some minor additions made. The basic framework or concept that the Board has utilized in the prior five or six years has not changed in this version.

Mr. Dillinger commented on Goal 5.3.1 "Expand JWB's sphere of influence; use JWB's outcome data to gain support of the private sector." He hopes that we focus more on that because the private sector business community is not aware of what we do. The business

community, the faith based community and the charitable community all need to come together to serve all the children of this community.

Mrs. Minkoff asked what are the benchmarks or timeframe for evaluating where we are.

Dr. Duffy: We would like to provide a report to the Board quarterly, or every six months, on the progress we are making. The next month will be spent developing the tactical piece of the report so that, by September, we will be ready with the first report.

ACTION: Dr. Sewell moved to approve the Strategic Plan, with the caveat that Quarterly Reports are received; seconded by Mr. Dillinger. No further discussion; motion carried.

C. Selection of Executive Director

Dr. Sewell said the search process began around the first of the year and 99 applications were received for review. The pool of applicants was then narrowed down to 11 for subsequent interviews, and two withdrew prior to those interviews, so the remaining nine were interviewed, and the pool was narrowed down to three candidates: Dr. Marcie Biddleman, Mr. Duggan Cooley and Dr. Bobbie Davis.

In the past week, extensive interviews with each candidate were completed by the full Board, the Executive Directors' Steering Committee, Community Councils, and JWB Staff designees; and a community reception was also held. This allowed everyone to get a feel for each of the three candidates.

The goal is to make a decision today to allow for sufficient time to negotiate and approve a contract prior to June 1, in order for the new Executive Director to have at least 30 days with Mrs. Lancaster before she retires. It now becomes the Board's decision, and as the discussion is taking place, feedback will be presented.

Dr. Sewell asked Mrs. Colleen Flynn to speak about the process, since the Board is governed by Robert's Rule of Order. Mrs. Flynn advised the Board and public that JWB Bylaws, Article 4 requires that the Executive Director be appointed by a vote of seven members of the Board. Robert's Rule of Order states you cannot continue to take votes on something that has already been voted on during the hearing, so if a Motion is made and does not pass, it fails, and we cannot revote on it. Robert's Rules provides a vehicle for open discussion and votes that are not binding on the Board: going into a Committee of the Whole will allow votes to be taken and an open discussion to take place, without sitting as the Board for that period of time. When the Committee of the Whole is finished with its discussion, whoever is the Chair of the Committee of the Whole "rises" and makes a recommendation to Mrs. Minkoff as the Chair of the Board. This process would allow for discussion and expression of thoughts, to potentially narrowing the vote down to two candidates, and making a decision and recommendation to the Board for a single motion.

Mr. Aungst asked if the Committee as a Whole process requires a motion.

Mrs. Flynn said yes, we would need to have a motion to go into the Committee of the Whole.

Mr. Aungst asked if the appropriate time to do that would be after the comments.

Mrs. Flynn: You can go into the Committee of the Whole and hear those comments.

ACTION: Mr. Aungst moved to convene as a Committee of the Whole; seconded by Commissioner Seel. No further discussion; motion carried.

ACTION: Mr. Aungst moved Dr. Jim Sewell to serve as Chair of the Committee of the Whole; seconded by Commissioner Seel. No further discussion; motion carried.

Dr. Sewell called on members of the Community Councils to provide input and discussion.

From the North Council – Carrie Hepburn, Avery Skyler and John White; South Council – Patsy Buker and Reverend Martin Rainey; Mid Council – Samantha Hernandez and Carol Bumiller made observations regarding the candidates.

The Executive Directors’ Steering Committee followed, with Paul Runyon speaking as their representative. Committee members included Art O’Hara, R’Club Child Care, Barbara Daire, Suncoast Center, Catlin Higgins Joy, RCS, Miki Thompson, 2-1-1 Tampa Bay, April Lott, Directions for Living and Paul Runyon, Coordinated Child Care. Mr. Runyon commented on the candidates.

Six individuals from the JWB staff were selected to interview the candidates. Dr. Sewell presented their comments. He thanked Dr. Duffy and Mrs. DeLacqueaux for all their hard work and opened the floor to the Committee as a Whole for discussion.

Judge Gross complimented the process, noting that in the comments everything has been stated in a positive manner. He encouraged the members to say, in a succinct manner, if they believe a particular candidate is superior and why, in order to get a feel for a consensus.

Dr. Sewell said it can be done two ways: by having each Board member speak, or by rank order ballot.

Mr. Dillinger asked if there was going to be a written ballot.

Dr. Sewell replied “Yes we are prepared to do that in rank order 1, 2 and 3.”

Brian Aungst was on the three person subcommittee that read all of the applications and ultimately the subcommittee that recommended the process be reopened after the first initial deadline but he believes it is a job worth doing. All the press attention showed how outstanding an organization JWB is.

Mrs. Edmonds said this is a very difficult decision to make and would like to think about what JWB means to our community which is an incredible asset. We have to find the leader that will take us into the future. She thanked everyone for making this such an incredible process.

Commissioner Seel said that, six years ago, when the Board went through the process a transformational leader was chosen and an awesome job has been done. The Board was not able to make a decision at first and they went back out and found Mrs. Lancaster. We are the Pinellas community and we work together to make this a special place for our children and everyone who lives here.

Mr. Neri said what was impressive is that there were three unbelievable candidates and this is an organization that is well worth their effort.

Mr. Aungst had a question about the process. He asked if the proposed ranking order system was a paper ballot, and how does that work with Dr. Grego on the phone. He would be more comfortable just saying who his are.

Mrs. Flynn said either can be done, although it cannot be a secret ballot. Under the Sunshine Law you will be required to print and sign your name on the bottom of the ballots. The option is for everyone to have a ballot and put your top three choices and you can eliminate the bottom choice and continue discussion; Dr. Grego has his BlackBerry with him and he will email his ranking to Dr. Duffy and that email will become part of the public record, just as the ballots will be. It is the Committee's decision on whether they want to do a paper ranking or verbal.

Mr. Aungst said he is comfortable with a paper ranking.

Dr. Duffy collected the ballots and Mrs. Flynn removed the phone from the room to get Dr. Grego's ranking.

After tallying the votes, Dr. Duffy announced there were eight votes for Dr. Biddleman, two for Mr. Duggan Cooley and one tie for Dr. Biddleman and Mr. Duggan Cooley.

Mr. Aungst made the suggestion to narrow it down to Dr. Biddleman and Mr. Duggan Cooley.

Mrs. Flynn indicated that the Committee of the Whole needed to rise and make a recommendation to the Chair as to a motion, stay in the Committee of the Whole for further discussion, or go to the Board to make a motion and have that motion seconded then have discussion.

ACTION: Dr. Grego moved to submit a recommendation to the Board of Dr. Marcie Biddleman as the choice for the next Executive Director of the Juvenile Welfare Board; seconded by Mr. McCabe. No further discussion; motion carried.

Dr. Sewell said the Committee of the Whole rises and our recommendation to the Board in this capacity is that Dr. Marcie Biddleman be appointed the next Executive Director.

Mrs. Minkoff resumes as Chair of the JWB Board.

ACTION: Judge Gross moved that the Board adopt the recommendation of the Committee of the Whole and appoint the individual or subcommittee to negotiate a contract with Dr. Biddleman to serve as the Executive Director of the Pinellas County Juvenile Welfare Board; seconded by Mr. Neri. No further discussion; motion carried.

Dr. Sewell moved that one individual, preferably Mrs. Minkoff or the Chair of the Finance Committee, meet and discuss the contract with the selectee and then come back with a recommendation to the Board at the next meeting.

Mrs. Flynn said the motion can be amended and whoever is appointed to have the discussions with Dr. Biddleman cannot be given negotiating authority, but they are allowed to have discussions to be brought back to the Board for approval of the contract at the next Board meeting.

ACTION: Dr. Sewell amended the motion that the Chair of the Selection Committee meet with Dr. Biddleman to discuss the contract; Judge Gross seconded the amended motion.

Mrs. Minkoff asked for any discussion from the Board and a discussion ensued.

ACTION: No further discussion; motion carried.

Mrs. Minkoff congratulated the finalists and thanked the staff, the Councils, the Executive Directors, and fellow Board members for making this process transparent, open, and one that supports the mission of the Juvenile Welfare Board.

IV. INFORMATION ITEMS

Dr. Sewell recognized Sue Walterick and Pauline Mallory as celebrating 30 or more years with the Juvenile Welfare Board, Debra Prewitt with 12 years, and Denise Groesbeck six years.

Mrs. Minkoff reminded the Board of the Joint Meeting on Tuesday, April 16th at 9:30 AM at the Stavros Institute.

V. OPEN AGENDA

Mrs. Minkoff introduced Pamela Settle, Publisher of Good Living Magazine a publication for Pinellas County families to speak on the Children's Movement of Florida. They celebrate healthy living and bring issues that are important to families such as anti-bullying, drug abuse prevention, fitness, nutrition and positive parenting. They have been out in the community for three years being a positive voice for families, and they are Pinellas County specific. This year she is the Co-Chair of the Children's Movement of Florida for Hillsborough and Pinellas County and if there is any way she can be of help please contact her.

Judge Gross asked Dr. Biddleman if she wanted to make any comment. Dr. Biddleman said from the beginning of her career she has always believed in the Juvenile Welfare Board, and it is all about the children.

VI. ADJOURN

**ACTION: Dr. Sewell moved for adjournment at 10:16 AM; seconded by Mr. Dillinger.
No further discussion; motion carried.**

Minutes Submitted by:

Dr. James Sewell
Board Secretary
05/09/13

-----Original Message-----

From: Gay Lancaster

Sent: Wednesday, April 10, 2013 12:47 PM

To: Angela H. Rouson (ahrouson@aol.com); Bernie McCabe; Bob Dillinger; Brian Aungst; Colleen Flynn (colleenf@jpfirm.com); EMinkoff; Jim Sewell (jimdsewell@aol.com); Karen Seel (kseel@pinellascounty.org); Maria Edmonds; Michael A. Grego; Raymond Gross (rgross@jud6.org); Raymond H. Neri (Rneri1@tampabay.rr.com)

Cc: RGunnels@wearethehope.org; Valerie A. Blake; 'mhenry@jud6.org'; Ward Marsha; Farrar, Eileen; cmeinck@pinellascounty.org; Lisa Sahulka; Marcie Biddleman; Ann Kovarik; Debra Prewitt; Mary Grace Duffy; Mary Ann Heath; Penny Delacqueseaux

Subject: Further Clarification of Board Item III.A.

Importance: High

Madam Chair and Members of the Board:

Because the staff recommendation regarding the Carrera Program has given rise to some questions, I would offer the following as further clarification of the intent and reason for the recommendation:

Staff discussed a possible solution to the administrative challenges of the grant with the Finance Committee. Due to the restrictions in the Health Department's purchasing and reimbursement processes, and the extraordinary measures staff was having to take to handle certain program and participant expenses, it was thought a transfer of those functions to another agency would solve the problem. However, Dr. Dharamraj asked for the opportunity to discuss possible approaches which would enable the Health Department to maintain the grant and handle all the administrative tasks in question.

Subsequent discussions among the partners, and research by the Health Department's fiscal staff have determined a means to resolve the problems which gave rise to the discussion of a transfer of the functions. So, the action which staff recommends is simply an acknowledgement that the Health Department is now fully able to handle every function incumbent upon the service provider, and JWB will continue to act as the grant administrator. This brings clarity, and a clear division of functions among the parties to the grant.

If you have further questions, please give either me or Lisa a call.

Regards,

Gay

D. Gay Lancaster

Executive Director

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