



**CHILDREN'S SERVICES COUNCIL  
Of Highlands County  
Sebring Health Department  
7205 South George Blvd Sebring, FL 33875**

**MINUTES**

**April 18, 2018**

**Voting Members Present:** Aisha Alayande; Melissa Blackman; Shirley Johnson; Anavatti Raghuvveera, MD; April Rolle; Carly Wohl; Jeff Taylor;

**Other Members Present:** Luzed Cruz, Amanda Tyner, Greg Pearlman, Judge Angela Cowden, Gail Escobar, Cynthia Acevedo, Kathie Southern, Sheriff Blackman, Sgt. Mullins, Comm. Elwell; Brenda Longshore; Carissa Marine; Taylor Lightsey

*The meeting was called to order by Chair Carly Wohl, at 7:40 a.m.*

**Agenda Item 1: Welcome/Introductions**

Carly Wohl welcomed all present and lead in the pledge of allegiance. Self -introductions given by all present.

**Agenda Item 2: Approval of Board Meeting Minutes**

Melissa Blackman made a motion and April Rolle seconded the motion to approve the minutes of March 21, 2018 board meeting, March 21 Agenda Planning meeting, and March 21 Nominating Committee meeting. Upon roll call, all members voted yes. The motion carried.

**Agenda Item 3: Pinwheels for Prevention Recap**

Luzed Cruz gave an overview of the morning events of April 3, 2018 on the courthouse lawn and the Proclamation reading at the BOCC board meeting. Healthy Families participated with the Proclamation reading at the School Board meeting the week following.

**Agenda Item 4: Committee Breakouts**

General body present broke out into committees.

**Agenda Item 5: Committee Reports/Debrief (Additional Committee Minutes added below)**

- a. **Committee Needs & Data** – led by Aisha Alayande; joined by Melissa Blackman, Shirley Johnson, Sheriff Blackman, Brenda Longshore

Reviewed the report card that was produced last year. Committee will update the report card and add homelessness as an area for which to collect data. Will also add a three year comparison tool to the report card to track the trends for the County.

- b. **Partner Program Review & Support** – led by April Rolle; joined by Marcia Davis, Jeff Taylor, Dr. Raghuveera, Gail Escobar, Amanda Tyner  
Four Goals – identify programs, facilitate sharing information, offer educational and training opportunities for providers, support goals of CSC partners. Will create a short paper/electronic survey to request agency information, cross reference with Aunt Bertha update information, what services does agency provide, how and from whom are referrals received, what services are referred out and to whom. Committee will contact agencies not on Aunt Bertha and ask them the questions related to the four goals.
- c. **New Initiatives & Service Gaps** – led by Carly Wohl; joined by, Luzed Cruz, Sgt. Mullins, Carissa Marine, Comm. Elwell, Angela Cowden, Lt. Pearlman, Kathie Southern  
Focus - determine who will identify, fulfill, and provide funding once a new service gap or need is identified; assess how the Council is assisting in fulfilling current needs/service gaps; is there ongoing advocacy and coordination between the agencies fulfilling the need; structure a yearly process to enable early identification of needs/gaps within the budget year to provide for a formal funding request to the BOCC if necessary.

Chairman encouraged committees to meet over the summer so ready for action in the fall.

- d. **Healthy Families Highlands Advisory Committee** – Dr. Raghuveera appointed as the Council liaison.

#### **Agenda Item 6: Agency Announcements**

- Child Abuse Prevention & Permanency Task Force-  
RESILIENCE the biology of stress Y & the science of hope – movie event is scheduled at the Circle Theatre on Tuesday, April 24 at 8:30am and 6:30pm. Reserve free ticket at [www.heartlandforchildren.eventbrite.com](http://www.heartlandforchildren.eventbrite.com).
- Drug Free Highlands - BACKCHAT – Youth mental health – addiction and recovery Thursday, April 19, 2018 at 5pm at the Sebring Civic Center.. Guests will be Next Generation Village and the Highlands County Sheriff's Office.

#### **Agenda Item 7: Adjournment**

Meeting adjourned at 9:00am.

**Next CSC general meeting May 16<sup>th</sup> – 7:30 AM at Highlands County Health Department- Sebring**



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Luzed Cruz, Executive Director  
Children's Services Council of Highlands County

Respectfully submitted: Gail Escobar

**Additional Committee Minutes:**

**Committee Needs & Data:** *Provided by Aisha Alayande*

The committee Had a healthy discussion on what data we should remove, add and update. It was decided that a member of the drug free Highlands coalition would assist with updating the data and that the past two years would be added so that we could do a comparison. Once the report card is updated we will review and assess.

**Partner Program Review & Support:** *Provided by April Rolle*

1. Welcome, reviewed agenda, introduced members
  
2. Reviewed purpose of committee/description of tasks
  - a. Discussed committee description
  - b. Discussed purpose of Aunt Bertha
  
3. Discussed committee priorities
  - a. Identify Programs
  - b. Facilitate Sharing of Information
  - c. Create Educational/Training Opportunities for Providers
  - d. Support Goals of Providers
  
4. Created action plan
  - a. Create questionnaire and send to CSC members with the following questions: (Amanda Tyner)
    1. Is your business/agency's information on Aunt Bertha. If so, is the information up to date?
    2. What children and family services does your business/agency provide?
    3. Who do you receive referrals from for children and family services?
    4. What services for children and families do you refer out to other agencies? What are the names of the agencies and what services do they provide?
  - b. Compile list of providers obtained from questionnaire and determine if they are on Aunt Bertha. (April Rolle)
  - c. Contact providers that are not on Aunt Bertha and ask the following questions: (All group members)
    1. What children and family services do you provide?
    2. Do you want your business/agency information on Aunt Bertha?
    3. How do you share your information among providers?
    4. What educational/training opportunities would your business/agency benefit from?
    5. What are your business/agency goals, and how can CSC support them?
  - d. Send new provider information to Aunt Bertha (April Rolle)

**New Initiatives & Service Gaps:** *Provided by Carly Wohl*

Discussion regarding the suggestion of seeking line item funding in the county budget for new potential projects or to fill the unmet needs of existing programs. Consensus was that due to ongoing budgetary constraints, it does not seem likely at this time funds would be approved for CSC as a "line item" for general discretionary use. Instead, CSC would likely have support from BOCC for funds if request is made case-by-case as need arises after full vetting of project costs and data/need assessment and review. Discussion regarding the need to implement an annual calendar/timeline and format for assessing new ideas and inviting project ideas from members that may have financial needs. Timeline/format should include dates by which data would need to be submitted and reviewed for feedback; minimum required information and data to support the suggested project idea/gap and its impact on children and the community; dates by which the CSC would evaluate the data and need to determine if need can be met without funding components; and if funding is necessary, dates by which CSC vote and recommendation would need to be made to BOCC to be implemented into budget. Rough annual timeline/project proposal format will be drafted by Carly Wohl and Luzed Cruz for further discussion and revision by the committee at the next committee meeting.



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**Nominations Meeting**

April 18, 2018

**Voting Members Present:** Carly Wohl

**Others Present:** Angela Cowden, Luzed Cruz

Members present discussed the need to fill 2 vacant seats on the CSC, having received a resignation from Woodraun Wright on 04/16/18. The two applications submitted to the CSC on or before 04/17/18, were reviewed by membership and it was determined that both applications held strong candidates whose expertise and commitment to children would benefit this Council. The Committee determined that the nominees would be brought to the general body of the CSC for a formal motion and nomination pursuant to the Council's bylaws.

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Luzed Cruz, Executive Director  
Children's Services Council of Highlands County



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**Agenda Planning Meeting**

May 02, 2018

**Voting Members Present:** Carly Wohl, Aisha Alayande

**Others Present:** Luzed Cruz

- I. Members present spoke about the successful implementation of the newly created Committees of the Council. A review of membership feedback forms was completed.
- II. Members discussed the recommendations of the Nominating Committee and the need to appoint a member of the council to the Early Learning Coalition Board. It was agreed by all that Sgt. Mullins, Marissa Stam would be the two names brought to the Council for a motion of approval. Aisha Alayande expressed interest in serving on the ELC board; and therefore, this will too be brought to the council for a motion of approval.
- III. The members discussed the desire for committees to meet over the summer even though the Council will not meet; Chairperson, Carly Wohl will discuss this further with the group.
- IV. CSC Executive Director, Luzed Cruz, recommended that members should have an added opportunity to view the film Resilience. Aisha reported that there would be a showing on Tuesday, May 15, 2018. Council members will be notified via email. Members decided to show the 15minute clip of Nadine Burke Harris' Ted Talk and hold a discussion after. Membership will be encouraged to read the book "The Deepest Well" as "summer reading" and it will be discussed in August when the council reconvenes.
- V. **Proposed Agenda:**
  - Welcome/Intro
  - Approval of Meeting Minutes
  - Nominating Committee Recommendations
  - Early Learning Coalition Appointment
  - Committee Updates
  - Ted Talk & Discussion
  - Upcoming Events/Announcements

Luzed Cruz, Executive Director  
Children's Services Council of Highlands County