

**Children's Services Council**  
**January 10, 2019**  
**Minutes**

The Children's Services Council's meeting of January 10, 2019 was called to order at 5:05 p.m., with the following members present: Ken Kenworthy, , Melisa Jahner, Pat McCoy, Judge Bill Wallace, Heather Hancock, Amanda Riedel and Cathleen Blair, Executive Director.

Ken Kenworthy welcome Amanda Riedel to the Council as a member. Cathleen Blair stated that Vern Melvin retired and that his replacement Dennis Miles will be in attendance at the February meeting.

Ken Kenworthy asked if there were any corrections or additions to the Agenda. Cathleen Blair stated that the Engagement Letter for 2018-2019 from Wicks, Brown, and Williams needed to be added to the Agenda. The Financial Statements November 2018 and December 2018 were also needed to be added. Pat McCoy made a recommendation to approve the Agenda additions, Wendy Coker seconded, all approved.

The Minutes of November 18, 2018 were presented for approval. Pat McCoy made a motion to approve the Minutes as presented, Wendy Coker seconded, all approved.

Cathleen Blair presented the Financial Statement ending November, 2018. We currently have \$409,000 in Property taxes. Wendy Coker made a motion to approve, Heather Hancock, seconded, all approved.

Cathleen Blair presented the Financial Statement ending December 2018. As of December the Council has collected \$609,000 in property taxes. Pat McCoy made a motion to approve, Melisa Jahner seconded, all approved.

Cathleen Blair informed the Council that it is time to elect officers for 2019-2020 fiscal year. Pat McCoy made a motion to reelect Ken Kenworthy as Chairperson, Wendy Coker seconded, all approved. Pat McCoy made a motion to reelect Melisa Jahner as Vice Chairperson, Heather Hancock seconded, all approved. Pat McCoy made a motion to reelect Wendy Coker as Secretary/Treasurer, Melisa Jahner seconded, all approved.

Cathleen Blair approached the Council regarding the Time/Date/Place of meetings for 2019-2020. Pat McCoy made a motion to continue having the meetings the second Thursday of each month at 5:00 p.m., at 700 S.W. 2<sup>nd</sup> Avenue, Room 303, Okeechobee, Florida; Melisa Jahner seconded, all approved.

Cathleen Blair handed out to the Council members, the Conflict of Interest forms to be updated by each member.

The update of the By-Laws was pulled from the Agenda until February's meeting.

Cathleen Blair discussed the RFP revisions for this coming year- really only changed the dates updated the Agency Invoices, new budget sheets to add sources where additional money is received. The form which requested children's name and social security was also deleted. Cathleen Blair informed the Council that the Mandatory RFP meeting is scheduled for March 5 at the Okeechobee County School Board. Submission of

proposals are due April 23, 2019 by 3:00 p.m. Cathleen Blair asked for volunteers for the RFP Sub-committee on May 14, 2019. Pat McCoy, Wendy Coker, and Heather Hancock volunteered to set on the sub-committee. Pat McCoy made a motion to approve the RFP changes for 2019-2020, Melisa Jahner seconded, all approved.

Cathleen Blair confirmed with the Council members regarding again having summer programs funded for 2018-2019.

Cathleen Blair stated she would need volunteers for a sub-committee for Scholarship reviews on March 19, 2019 at 10:00 a.m. Ken Kenworthy, Wendy Coker, and Amanda Riedel volunteered to set on the committee.

Cathleen Blair indicated that the Letter of Engagement from Wicks, Brown and Williams, Inc. is \$9,275.00, which is \$480.00 more than last year. Pat McCoy made a motion to approve the Letter of Engagement as presented, seconded by Melisa Jahner, all approved.

Cathleen Blair informed the Council members the amount paid back for the settlement to the Florida Gas Company was \$11,495.98.

As there was no further business to discuss, the meeting was adjourned at 5:45 p.m. The next meeting is scheduled for Thursday, February 14, 2019 at 5:00 p.m.