



Finance & Operations Committee Meeting

Thursday, January 10, 2019
The Children's Trust
3150 S.W. 3rd Avenue, 8th Floor
Conference Room A
9:30 a.m. – 11:00 a.m.

Board of Directors

Kenneth C. Hoffman
Chair
Steve Hope
Treasurer
Karen Weller
Secretary

Magaly Abrahante, Ph.D.

Laura Adams
Daniel Bagner, Ph.D.

Sanford Bohrer

Rodester Brandon

Constance Collins

Mary Donworth

Richard P. Dunn II

Rep. Nicholas Duran

Dr. Antonia Eyssallenne

Gilda Ferradaz

Lourdes P. Gimenez

Nicole Gomez

Mindy Grimes-Festge

Nelson Hincapie

Pamela Hollingsworth

Tiombe Bisa Kendrick-Dunn

Inson Kim

Nancy Lawther, Ph.D.

Marissa Leichter

Frank Manning

Susan Neimand, Ph.D.

Marta Pérez, Ph.D.

Judge Orlando Prescott

Javier Reyes

Hon. Isaac Salver

Com. Xavier L. Suarez

Mark Trowbridge

Rita Vega

David Lawrence Jr.

Founding Chair

James R. Haj

President & CEO

County Attorney's Office

Legal Counsel

AGENDA

9:30 a.m. **Welcome and opening remarks**

Steve Hope
Committee Chair

9:35 a.m. **Public Comments**

Steve Hope
Committee Chair

9:45 a.m. **Approval of November 1, 2018 Finance & Operations
Committee minutes summary**

(Addl. Items packet, Pg. 2)

9:50 a.m. **Fund Balance**

Real Estate Options Report

James R. Haj
President/CEO
William Kirtland
Chief Financial Officer

9:55 a.m. **Resolutions**

Steve Hope
Committee Chair

Resolution 2019-A: Authorization to negotiate and execute a second one-year contract with the University of Miami for operation of the Miami-Dade Early Learning Partnership, in a total amount not to exceed \$150,000.00, previously approved through resolution #2018-80, commencing October 1, 2018 and ending September 30, 2019. *(Pgs. 3-5)*

10:50 a.m. **CEO Report**

James R. Haj
President/CEO

- *Release Communications & IT Vendor Pool RFQs*

11:00 a.m. **Adjourn**

Reminder:

Next Committee Meeting: Thursday, February 7, 2019

The public is allowed to comment before presentation of resolutions but must register with the Clerk of the Board prior to being allowed to comment.



**Finance & Operations Committee Meeting Summary
November 1, 2018
9:31 a.m.**

These actions were taken by the Finance & Operations Committee on November 1, 2018:

Motion to approve the October 4, 2018 Finance & Operations Committee meeting minutes was made by Mark Trowbridge and seconded by Steve Hope. Motion passed unanimously, 3-0.

Motion to recommend the budget amendment presented by staff to the Board of Directors on November 19, 2018 was made by Mark Trowbridge and seconded by Steve Hope. Motion passed unanimously, 3-0.

Resolution 2019-A: Motion to recommend the resolution to the Board of Directors on November 19, 2018 was made by Mark Trowbridge and seconded by Steve Hope. Authorization to enter into a service agreement with Actors' Playhouse at the Miracle Theatre Inc., for co-production and presenting sponsorship of the Young Talent Big Dreams talent search, in an amount not to exceed \$50,000.00 for a term of 12 months, commencing on October 1, 2018, and ending on September 30, 2019. **Motion passed unanimously, 3-0.**

Meeting adjourned at 9:39 a.m.

The Children's Trust Board Meeting

Date: January 22, 2019

Resolution: 2019-A

Strategic Plan Priority Investment Area: Program & Professional Development: Program Evaluation & Community Research

Strategic Plan Headline Community Result(s): This investment supports all community results.

Recommended Action: Authorization to negotiate and execute a second one-year contract with the University of Miami for operation of the Miami-Dade Early Learning Partnership, in a total amount not to exceed \$150,000.00, previously approved through resolution #2018-80, commencing October 1, 2018 and ending September 30, 2019.

Budget Impact: Funding in the amount of \$150,000.00 for this resolution was previously approved through resolution #2018-80. There is no additional budget impact.

Description of Services: Funding has been allocated for an early childhood-focused integrated data partnership in Miami-Dade County. The project goal is to build a research-practice partnership to improve coordinated early childhood research, practice and policy, to support school readiness and early school success for all students, but especially students from low-income and at-risk backgrounds. Formal partners include the University of Miami, Miami-Dade County Public Schools (M-DCPS), The Children's Trust, Early Learning Coalition of Miami-Dade/Monroe (ELC), and the Miami-Dade County Community Action and Human Services Department Head Start/Early Head Start program (MDC-CAHSD).

The University of Miami provides the following services for the partnership:

1. **Manage partnership development and governance:** Manage cross-system collaboration, identifying and communicating with key stakeholders across relevant organizations in the early childhood-related sectors including those associated with social determinants of health. Ensure responsibilities of steering committee are executed. Develop and implement shared governance documents and collective investment in the partnership.
2. **Facilitate partners' participation in a learning community:** Serve as a key point of contact for major tasks related to the ongoing Actionable Intelligence for Social Policy (AISP) learning community program, most importantly to support communications to develop and advance a strategic plan for an integrated data system based on collective partnership.
3. **Cultivate Partnership sustainability opportunities:** Work with partnership organizations to identify targeted opportunities for support, applying for and receiving competitive grants, developing partnerships to increase in-kind capacity, and recognizing options to structure or institutionalize collective initiatives.
4. **Update and expand data-sharing agreement:** Work with administrators and legal counsel for the relevant partners to extend data sharing agreements.
5. **Develop external and internal communications:** Provide content for a partnership website, and work with partner organizations' researchers and administrators to develop and disseminate products based on findings from analyses, e.g., data briefs and posters.
6. **Provide a secure hardware environment for managing the IDS:** Maintain integrated data system in a secure environment to ensure confidentiality and privacy of individual-level data.

7. **Coordinate cross-organizational data linkage work:** Provide technical consultation and software services for ongoing acquisition and processing of data for the integrated data system across partner organizations. Ensure ongoing data linkage work across partner organizations is conducted in accordance with best practices and well-documented as to process.
8. **Conduct data analyses:** Support ongoing data analysis needs, including but not limited to summarizing descriptive data, creating and maintaining up-to-date data dictionaries accessible by partner organizations, and investigating original research questions using linked data in the integrated data system.

Background: The Children’s Trust initially entered into a data sharing agreement with UM, M-DCPS and ELC in August 2016, in connection with a federal Institute for Education Sciences grant awarded to the University of Miami, with co-investigators at M-DCPS, ELC and The Children’s Trust. In October 2017, the data sharing agreement was amended to add MDC-CAHSD, and to extend the agreement another year. In August 2018, the agreement was amended a third time to extend the agreement for an additional year, through August 2019.

Initial funding from The Children’s Trust in support of this integrated data system work started in FY 2017-18 with resolution #2018-41, which provided \$150,000.00, in support of planning and preparation to become a Thirty Million Words partner community. Despite The Children’s Trust not being selected through the Thirty Million Words competitive process, it was determined that the continued integrated data system development is critical to our cross-system policy and research coordination efforts in support of early childhood development. Thus, for FY 2018-19, resolution #2018-80 included authorization for \$150,000.00 for the continued work with the University of Miami and community partners as part of The Children’s Trust’s annual Information Technology resolution. This resolution for software services stated that the UM solution allows us to integrate community data in a manner that allows for both community and individual level analysis of the impact our investment is having in the community. However, in the process of executing a contract agreement, it was determined that not enough details were included in the prior board authorization. The work has commenced as of October 1, 2018, based on the board approval of resolution #2018-80. The current resolution seeks to clarify the details of the work being supported by this investment. No additional funding is being sought in this resolution.

Geographic Area: Countywide.

The foregoing recommendation was offered by _____ who moved its approval. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

The Chairperson thereupon declared the resolution duly passed and adopted **this 22nd day of January, 2019.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____