



Program Services and Childhood Health Committee Meeting

Thursday, January 11, 2018
3250 S.W. 3rd Avenue (Coral Way)
United Way - Ryder Room
3:30 p.m. – 5:30 p.m.

AGENDA

Board of Directors

Laurie Weiss Nuell
Chair

Lily de Moya
Vice Chair

Kenneth C. Hoffman
Treasurer

Claudia Grillo
Secretary

Magaly Abrahante, Ph.D.

Daniel Bagner, Ph.D.

Miguel Balsera, Ph.D.

Rodester Brandon

Rep. Nicholas Duran

Dr. Antonia Eyssallenne

Gilda Ferradaz

Alvin Gainey

Mindy Grimes-Festge

Nelson Hincapie

Pamela Hollingsworth

Steve Hope

Esther Jacobo

Tiombe Bisa Kendrick-Dunn

Inson Kim

Marissa Leichter

Frank Manning

Susan Neimand, Ph.D.

Marta Pérez, Ph.D.

Judge Orlando Prescott

Hon. Isaac Salver

Com. Xavier L. Suarez

Mark Trowbridge

David Turino

Karen Weller

David Lawrence Jr.

Founding Chair

James R. Haj

President & CEO

County Attorney's Office

Legal Counsel

3:30 p.m.	Welcome and opening remarks	Pamela Hollingsworth <i>Chair</i>
3:40 p.m.	Public Comments	Pamela Hollingsworth <i>Chair</i>
3:45 p.m.	Approval of November 2, 2017 Program Services & Childhood Health Committee minutes summary <i>(Additional items packet, Pgs. 3-4)</i>	Pamela Hollingsworth <i>Chair</i>
3:50 p.m.	Resolutions	Pamela Hollingsworth <i>Chair</i>

Resolution 2018-A: Authorization to negotiate and execute third and final contract renewals with eight providers to deliver summer camp programs for elementary and middle school children in Miami-Dade County, each for a term of six months commencing March 1, 2018 and ending August 31, 2018, for a total annual amount not to exceed \$1,851,599.00. *(Pgs. 5-6)*

Resolution 2018-B: Authorization to negotiate and execute a third and final contract renewal with Florida International University Board of Trustees, Center for Children and Families and to increase funding by \$200,000.00 for reading enhancement services within summer and after-school programs for a term of 12 months commencing May 1, 2018 and ending April 30, 2019, for a new total amount not to exceed \$882,168.00. *(Pgs. 7-8)*

Resolution 2018-C: Authorization to negotiate and execute a contract and memorandum of understanding for the second year of the truancy reduction component of Together for Children with Miami-Dade County, Miami-Dade County Public Schools, and the Foundation for New Education Initiatives, Inc., for a term of 18 months commencing February 1, 2018 and ending July 31, 2019, in an amount not to exceed \$1,320,000.00 to support the program. *(Pgs. 9-11)*

Resolution 2018-D: Authorization to fund the University of Miami for a maximum amount of \$150,000.00 to support one third of the costs of the pediatric mobile clinic. *(Pgs. 12-13)*

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.

Resolution 2018-E: Authorization to negotiate and execute contracts with the Early Learning Coalition of Miami-Dade/Monroe and the United Way of Miami-Dade for match funding for the federal Early Head Start-Child Care Partnership (EHS-CCP) grant in a total amount not to exceed \$1,333,334.00, for a term of up to 16 months commencing April 1, 2018 and ending July 31, 2019. *(Pgs. 14-15)*

Resolution 2018-F: Authorization to execute a no-cost contract extension with the University of Miami for external evaluation services related to Quality Counts, for a term of 12 months, commencing January 1, 2018 and ending December 31, 2018. *(Pgs. 16-17)*

Resolution 2018-G: Authorization to expend up to \$35,000.00 in addition to the \$24,999.00 paid to Gina Austin Stuart, for IT test management services to support The Children's Trust in various technological efforts, over a term of seven months, commencing October 11, 2017 and ending May 31, 2018. *(Pgs. 18-21)*

5:15 p.m. **CEO Report**

James R. Haj
President/CEO

5:30 p.m. **Adjourn**

Reminder:

Next Committee Meeting: Thursday, February 1, 2018

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.



**Programs & Childhood Health Committee
Committee Meeting Summary
November 2, 2017
3:30 –3:40 p.m.**

These actions were taken by the Program & Childhood Health Committee on November 2, 2017:

Motion to approve the October 5, 2017 Program Services and Childhood Health Committee meeting minutes was made by Claudia Grillo and seconded by Dr. Marta Perez. Motion passed unanimously, 8-0.

Resolution 2018-A: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Rodester Brandon and seconded by Claudia Grillo. Authorization to negotiate and execute contract renewals with eight early childhood providers, for high quality full day summer programs for children, from birth to age five, who receive academic school year services through the Individuals with Disabilities Education Act (IDEA) Part B or Part C in Miami-Dade County. Three providers are recommended for an increase in their funding amounts, each for a term of six months commencing March 1, 2018 and ending August 31, 2018, in a total contract amount not to exceed \$1,610,643.00. **Motion passed, 7-0. Recusal by Dr. Daniel Bagner.**

Resolution 2018-B: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Dr. Daniel Bagner and seconded by Rodester Brandon. Authorization to negotiate and execute a contract amendment with University of Miami Miller School of Medicine to increase funding in an amount not to exceed \$85,000.00 to provide additional early intervention services for 50 children, commencing November 1, 2017 and ending July 31, 2018, in a new total contractual amount not to exceed \$1,111,000.00. **Motion passed unanimously, 8-0.**

Resolution 2018-C: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Dr. Daniel Bagner and seconded by Claudia Grillo. Authorization to negotiate and execute contract amendments with Miami Dade College and Miami Dade Family Learning Partnership, Read to Learn parenting providers to increase funding in an amount not to exceed \$107,000.00 to provide additional early literacy services, commencing December 1, 2017 and ending July 31, 2018, in a new total amount not to exceed \$624,664.00. **Motion passed unanimously, 8-0.**

Resolution 2018-D: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Lily de Moya and seconded by Dr. Marta Perez. Authorization to execute a no-cost contract extension with the University of Miami, Linda Ray Intervention Center for local funding (match) to a federal grant for child-parent clinical intervention services for families in the dependency system, for a term of six months, commencing January 1, 2018 and ending June 30, 2018. **Motion passed unanimously, 8-0.**

Resolution 2018-E: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Rodester Brandon and seconded by Claudia Grillo. Authorization to execute no-cost extensions with four providers to continue their innovation projects for a term of three to six months in a total amount of \$274,000.00 commencing December 1, 2017 and ending no later than May 31, 2018. **Motion passed unanimously, 8-0.**

Resolution 2018-F: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Rodester Brandon and seconded by Dr. Daniel Bagner. Authorization to negotiate and execute a contract amendment with University of Miami – Department of Psychology to execute a subcontract with the Miami Children’s Initiative (MCI) in an amount not to exceed \$11,000.00, to fund two staff that will work as part of the Early Childhood Research project, commencing October 1, 2017 and ending July 31, 2018. The total contract amount would not be affected.

Resolution 2018-G: Motion to recommend the resolution to the Board of Directors on November 14, 2017 was made by Claudia Grillo and seconded by Dr. Marta Perez. Authorization to negotiate and execute a contract with Third Sector New England in an amount not to exceed \$78,750.00 for the continued implementation of an early care and education Shared Services Alliance in Liberty City, commencing November 1, 2017 and ending July 31, 2018. **Motion passed unanimously, 8-0.**

Meeting adjourned at 3:53 p.m.

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-A

Strategic Plan Priority Investment Area: Youth Development

Strategic Plan Headline Community Result(s): Students are succeeding academically; children meet recommended levels of physical activity and children behave appropriately in schools, homes and communities.

Recommended Action: Authorization to negotiate and execute third and final contract renewals with eight providers to deliver summer camp programs for elementary and middle school children in Miami-Dade County, each for a term of six months commencing March 1, 2018 and ending August 31, 2018, for a total annual amount not to exceed \$1,851,599.00.

Budget Impact: Funding in the amount of \$1,851,599.00 for this resolution is allocated for FY 2017-18.

Description of services to be provided: Summer camp programming is available for elementary and middle school children in inclusive and specialty disability programs. Inclusive programs are contracted to serve at least ten percent of children with disabilities.

Summer programs that include academic and other activities have the potential to close the achievement gap and improve academic and social outcomes for children who might not have access to educational, social, and cultural resources. All Trust-funded summer programs follow a structured design and offer comprehensive programming adapted to meet the needs of participants to maximize their potential. Each program provides literacy, physical fitness, life/social skills development, nutritious food and beverage, and family engagement. For the literacy component, differentiated instruction is provided using certified teachers to offer additional supports for frustrational readers. Enrichment activities vary across programs and may include STEM (science, technology, engineering and math), cultural arts, project-based learning and service learning.

These programs offer essential support services to working families by providing children with a safe, enriching place where learning opportunities occur during out-of-school time. The programs also support parents by providing another venue for participants to receive reinforcement of positive behaviors. Research has shown that summer learning is important to academic achievement. In particular, low-income youth suffer from loss of academic skills over the summertime. The losses accumulate over the years, contributing to an achievement gap that can make the difference between whether students set out on a path for college, post high school vocational education, or decide to drop out of high school. Summer programs that include an academic focus help children maintain and even improve their reading skills.

The summer programs operate during summer break five days a week (Monday–Friday), for a minimum of nine hours each day, for program duration of six to ten consecutive weeks.

Background: This resolution seeks to renew eight summer-only contracts for a total of \$1,851,599.00.

Agency	Contract Amount
Breakthrough Miami, Inc.	\$336,891.00
Florida International University Board of Trustees – A Summer Program for Elementary Age Children at Risk for Serious Behavior Problems	\$601,005.00
Greater Miami Youth Symphony of Dade County, Florida, Inc.	\$129,769.00
Miami Bethany Community Services, Inc.	\$ 74,981.00
Michael-Ann Russell Jewish Community Center, Inc.	\$217,000.00
Shake A Leg Miami	\$212,704.00
The Miami Lighthouse for the Blind and Visually Impaired, Inc.	\$157,027.00
University of Miami/Nova Southeastern University – Center for Autism and Related Disabilities	\$122,222.00
	\$1,851,599.00

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 16th day of January, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-B

Strategic Plan Priority Investment Area: Youth Development - children are ready for kindergarten and students are succeeding academically

Strategic Plan Headline Community Result(s): Students are succeeding academically; children meet recommended levels of physical activity and children behave appropriately in schools, homes, and communities.

Recommended Action: Authorization to negotiate and execute third and final contract renewal with Florida International University Board of Trustees, Center for Children and Families and to increase funding by \$200,000.00 for reading enhancement services within summer and after-school programs for a term of 12 months commencing May 1, 2018 and ending April 30, 2019, for a new total amount not to exceed \$882,168.00.

Budget Impact: Funding in the amount of \$882,168.00 for this resolution is allocated for FY 2018-19.

Description of services to be provided: The Reading Explorers Program, operated through the Center for Children and Families at Florida International University (FIU), in partnership with Nova Southeastern University, provides reading enhancement services within 70 after-school and summer community-based programs across Miami-Dade County.

The summer services, use a response to intervention framework to support young children in need of reading and pre-literacy supports prior to entering kindergarten, first grade, and/or second grade. Trust-funded summer camps and other early childhood education programs receive the following summer reading enhancements:

- 1) Reading assessments for all children in the specified age range, with parent feedback about results, to identify children in need of targeted reading intervention beyond that typically provided by the community sites;
- 2) Small-group tutoring services (with no more than five children, four days/week for 30-45 minutes per session) for struggling readers and pre-readers using an age-appropriate evidence-based curriculum; and
- 3) Parent involvement activities at all sites to engage families in supporting literacy skills at home, including book giveaways.

School-year services include on-site collaborative consultation, coaching and technical assistance supports for at least 30 Trust-funded after-school program sites in need of supports for high quality, evidence-based differentiated reading instruction.

Background: In Summer 2017, the Summer Reading Explorers program assessed 1,727 rising kindergarten, first and second grade students at 53 sites. Of those assessed, 836 children received small group tutoring services, with more than 62% receiving 20 or more sessions of intervention over the summer. The results are consistent with previous years of programming and is in line with the services that are contracted.

This resolution seeks to renew and increase this contract by \$200,000.00 to serve the additional struggling readers identified from 1,251 additional summer slots funded to expand the capacity during summer 2018 within Trust funded summer camps.

Agency	Current contract amount	Recommended additional award amount	New contract amount
Florida International University Board of Board of Trustees, Center for Children and Families	\$682,168.00	\$200,000.00	\$882,168.00

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 16th day of January, 2018.**

THE CHILDREN’S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-C

Strategic Plan Priority Investment Area: Family and Neighborhood Supports. Cross-Funder Collaboration

Strategic Plan Headline Community Result(s): Children behave appropriately in schools, homes, and communities; Youth successfully transition to adulthood; Children are supported by nurturing and involved parents; Students are succeeding academically; and Children regularly access medical, dental and behavioral health care services.

Recommended Action: Authorization to negotiate and execute a contract and memorandum of understanding for the second year of the truancy reduction component of Together for Children with Miami-Dade County, Miami-Dade County Public Schools, and the Foundation for New Education Initiatives, Inc., for a term of 18 months commencing February 1, 2018 and ending July 31, 2019, in an amount not to exceed \$1,320,000.00 to support the program.

Budget Impact: Funding in the amount requested for this resolution is allocated for FY 2017-18 and is projected to be available in FY 2018-19.

Background: The Together for Children initiative is a countywide collaborative and systematic approach to serve children and youth who are at risk of being perpetrators and victims of violence. Together for Children engages government organizations, educational institutions, law enforcement, the justice system, the business community and funding entities to reduce youth violence by identifying children and youth most at risk and providing them with necessary prevention and intervention services. Together for Children seeks to serve three geographic regions in Miami-Dade County (north, central and south) spanning 20 zip codes.

On September 13, 2016, through resolution 2016-92, the board approved a formal partnership between The Children's Trust, Miami-Dade County, Miami-Dade County Public Schools (MDCPS) and the Foundation for New Education Initiatives, Inc. (The Foundation), to implement the truancy reduction component of Together for Children. This component of the Together for Children initiative supports over 12,000 elementary school children with chronic unexcused absences across 33 schools. A no-cost contract extension was approved on October 16, 2017, through resolution 2018-18, to account for delays in contract execution.

The initial 12-month contract with Miami-Dade County in the amount of \$800,000.00, has served a total of 5,320 elementary school children through the response to intervention model described below. A total of 542 home visits have been conducted and 117 Truancy Child Study Team meetings have been held. Additionally, 165 referrals have been made to Children's Trust Family and Neighborhood Support Partnership and Family Strengthening providers. All services took place across the 33 schools in the identified Together for Children zip codes where youth are most at-risk of being perpetrators or victims of violence.

Description of services: This resolution seeks \$1,320,000.00 in funding for an 18-month contract, commencing February 1, 2018 and ending July 31, 2019, to support the second year of the truancy reduction component of Together for Children. This collaboration will again be with Miami-Dade County, MDCPS, and The Foundation. The increased funding will allow expansion to an additional six schools and serve 2,500 more children. The extended contract period will allow for alignment with the school-year calendar. Services provided with this funding will support over 14,500 elementary school children with chronic unexcused absences across 39 schools. Recognizing that inconsistent school attendance is typically a symptom of more serious challenges, the program uses MDCPS' student attendance data to identify at-risk children in an effort to tackle root causes that affect their healthy development and success.

Through licensed social workers, hired through the program, any child identified as at-risk of missing school is provided with interventions tailored to the specific needs of the child and family, with the goal of addressing any identified challenges before the child becomes chronically absent. The program will implement a Response to Intervention strategy and timeline as follows:

- Beginning of School Year: Identify students with a prior school history of excessive absences; contact parents/guardians; provide mentoring.
- Students accruing 1-4 unexcused absences: Contact parent/guardian; provide in-school mentor; implement interventions based on need.
- Students accruing 5 or more unexcused absences – Services escalate based on need and continuous absences, as follows:
 - Truancy Child Study Team Level 1 Meeting: Conduct assessment to identify root causes of truancy; prescribe meaningful and comprehensive interventions based on the assessment and specific to the needs of the student and family.
 - Truancy Child Study Team Level 2 Meeting: Review assessment conducted in Level 1 meeting to identify additional root causes of truancy; coordinate with agencies working with the family and invite them to attend; prescribe meaningful and comprehensive interventions based on the assessment and specific to the needs of the student and family.
 - Truancy Child Study Team Level 3 Meeting: Truancy case is referred to the District Truancy Court Multi-Agency Case Review Committee; school administrator and counselor participate in the meeting; team prescribes and/or modifies prior interventions to meet the needs of the student and family.
 - Truancy Court: File a Truancy Court petition with the Clerk of Courts; hold initial hearing.
 - Family Decision-Making Conference: Hold pre-conference; coordinate with agencies working with the family to attend; coordinate wrap-around services for student and family; collaboratively create an Achievement Plan establishing the framework upon which the family will achieve their goals.
 - Second Hearing: Judge orders the Achievement Plan.
 - Monitoring: Judge continues to monitor student's progress on the Achievement Plan.
 - Successful Truancy Court Case: Case is closed successfully.

- o Unsuccessful Truancy Court Case: Case is closed unsuccessfully; Child in Need of Services/Family in Need of Services (CINS/FINS) is filed with the Department of Juvenile Justice for the student.

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 16th day of January, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-D

Strategic Plan Priority Investment Area: Health and Wellness-Comprehensive School-based Health.

Strategic Plan Headline Community Result(s): Children regularly access medical, comprehensive vision, dental and behavioral health care services.

Recommended Action: Authorization to fund the University of Miami for a maximum amount of \$150,000.00 to support one-third of the costs of the pediatric mobile clinic.

Budget Impact: Funding in the amount of \$150,000.00 is available for FY 2017-18.

Description of services to be provided: The pediatric mobile clinic provides comprehensive medical, mental health care, social service assistance and case management services to underserved children, regardless of their parent's ability to pay. The medical services provided include: wellness visits, sick visits, sports physicals, developmental screenings, oral health screenings, immunizations, nutrition education, management of chronic conditions, urgent care and referrals to specialty care. Additionally, mental health services are provided on-site by a child clinical psychologist once a week and a licensed mental health counselor four times per week. The mental health counselor also functions as a social worker and provides insurance enrollment assistance.

The current mobile clinic is now fully depreciated and any repairs are cost prohibitive. As a result, the University of Miami successfully secured \$300,000.00 to replace the mobile clinic. The \$300,000.00 represents two-thirds of the cost of a fully equipped mobile clinic with examination rooms, waiting areas, a nurse's station and a room for medical procedures. Funding from The Children's Trust would cover the remaining one-third cost of the mobile clinic. This is a great opportunity for The Children's Trust to increase its community impact by supporting this project. The bus will be branded with The Children's Trust logo for the lifetime of the vehicle.

Background: Since 1992, as a response to hurricane Andrew, the University of Miami Pediatric Mobile Clinic has been providing medical and mental health services to children in need. This project is a unique, essential community health service that travels to the most medically-underserved communities in Miami-Dade County to provide comprehensive primary care to children who would otherwise not have access. The communities served include Hialeah, Doral, Little Havana, West Kendall, Sweetwater, Homestead, Florida City, Little Haiti and North Miami.

During the summer of 2017, the University of Miami collaborated with The Children's Trust to provide comprehensive services to children enrolled in summer programs. From June 1, 2017 to August 31, 2017, the mobile clinic served a total of 604 unduplicated patients ranging from birth to 21 years of age, including 247 new patients.

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 16th day of January, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-E

Strategic Plan Priority Investment Area: Early Childhood Development: Early care and education slots.

Strategic Plan Headline Community Result(s): Children attend quality child care; children regularly access medical, dental and behavioral health care; and children are ready for kindergarten

Recommended Action: Authorization to negotiate and execute contracts with the Early Learning Coalition of Miami-Dade/Monroe and the United Way of Miami-Dade for match funding for the federal Early Head Start-Child Care Partnership (EHS-CCP) grant in a total amount not to exceed \$1,333,334.00, for a term of up to 16 months commencing April 1, 2018 and ending July 31, 2019.

Budget Impact: Funding in the amount of \$1,333,334.00 for this resolution is allocated for FY 2017-18 and is projected to be available in FY 2018-19.

Description of services to be provided: This resolution will allow The Children's Trust to award the Early Learning Coalition of Miami-Dade/Monroe (ELC) \$866,667.00 and the United Way of Miami-Dade (UW) \$466,667.00, in match funds.

This local match from The Children's Trust will be used to leverage federal funding for high quality early care and education learning slots for infants and toddlers through the Early Head Start - Child Care Partnership (EHS-CCP) Grant. Children served shall be Miami-Dade County residents and should meet the eligibility requirement of the EHS-CCP grant.

Background: Since 1965, the federal Head Start program has provided comprehensive early education and support services to low-income three and four-year olds and their families. In 1994, the Early Head Start (EHS) program was established to serve children from birth to three years of age and pregnant women, in recognition of the mounting evidence that the earliest years matter a great deal to children's growth and development.

In 2014, the federal government made \$650 million available to expand EHS services nationally. These funds were awarded competitively to grantees throughout the country to expand access to high-quality, comprehensive services for low-income infants and toddlers and their families. All children receive comprehensive services, to include health, mental health, nutrition and family support services; family advocates work closely with families to address each family's unique challenges and help them work toward self-sufficiency; and at least ten percent of children served must have diagnosed disabilities (regardless of income).

The initial match funding from The Children's Trust began and was approved through resolution 2014-16 on September 8, 2014, when the federal government awarded the ELC \$8,877,841.00 for 750 slots and the United Way \$4,428,000.00 for 320 slots for this EHS expansion in Miami-Dade County. The Children's Trust's local match contributed to the ability of these agencies to obtain these funds.

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 16th day of January, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-F

Strategic Plan Priority Investment Areas:	Program & Professional Development: Program Evaluation; Early Childhood Development: Quality Counts child care quality improvement.
Strategic Plan Headline Community Results:	Children attend quality child care; Children are ready for Kindergarten; Children behave appropriately in schools, homes and communities.
Recommended Action:	Authorization to execute a no-cost contract extension with the University of Miami for external evaluation services related to Quality Counts, for a term of 12 months, commencing January 1, 2018 and ending December 31, 2018.
Budget Impact:	Funding in the amount of \$300,000.00 is allocated for FY 2017-18 and is projected to be available in FY 2018-19.

Background: During the summer of 2016, The Children's Trust's Board of Directors' Work Group on Early Childhood Investments participated in four meetings. The group was chaired by Dr. Daniel Bagner and included board members Claudia Grillo, Pamela Hollingsworth, Dr. Susan Neimand, and Dr. Marta Pérez. Several early childhood experts and system partners participated in the work group. The work group concluded with the recommendation to implement a more robust early childhood research and evaluation agenda. Specifically, the work group wanted to better assess the extent to which The Children's Trust's investments, starting with Quality Counts, are delivering their intended results through appropriately-designed, formal external program evaluation.

On November 14, 2016, Resolution #2017-31 authorized The Children's Trust to contract with the University of Miami to conduct external evaluation services related to the Quality Counts initiative. The evaluation work did not begin until March 2017. A no-cost extension will allow the work to continue throughout the end of the current contract year and into the new funding cycle if there remains a fund balance.

Description of Services: The University of Miami evaluation tasks completed to date include:

- Review and Summary of national models and research;
- Case Study implementation and report;
- Analysis of preliminary CLASS data and coaching logs;
- Development and completion of Managers and Field staff interviews and report;
- Development and dissemination of Director/Owner and practitioner online survey;
- American Evaluation Association presentation;
- Led conversations with Office of Early Learning for Performance Funding Project CLASS cut scores; and
- Identification of data collection limitations and recommendations for future data collection.

The continuing external evaluation services and supports will include further development of a detailed theory of change (logic model) for Quality Counts, in collaboration with community stakeholders and partners. This work will help shape the upcoming request for proposals for the continued investment in early care and education quality improvement services. It is expected that this refinement will lead to further shifts that will target families and neighborhoods most in need (based on poverty), which will result in some redesigning of the Quality Counts system.

External evaluation in the coming year will also continue to focus on an implementation or process study to establish that program components are occurring as expected (fidelity) and ensure all inputs and activities contribute to the long-term goal. Evaluators will also continue to more thoroughly analyze the extensive data currently available through ongoing program implementation. These formative, implementation efforts will build toward the ultimate goal of evaluating teacher and child outcomes in the coming years.

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 16th day of January, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____
SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: January 16, 2018

Resolution: 2018-G

Strategic Plan Priority Investment Area: Administrative/Operations

Recommended Action: Authorization to expend up to \$35,000.00, in addition to the \$24,999.00 paid to Gina Austin Stuart, for IT test management services to support The Children's Trust in various technological efforts, over a term of seven months, commencing October 11, 2017 and ending May 31, 2018.

Budget Impact: Funding in the amount of \$35,000.00 for this resolution and the \$24,999.00 previously expended is allocated for FY 2017-18.

Description of Services: Professional services from Gina Stuart includes test management, testing support, and recommendations for process re-engineering to support the Technology Way Forward efforts. Ms. Stuart troubleshoots and tests various software solutions utilized by staff to ensure they work as intended. Ms. Stuart's work is ongoing, and her expertise helps to ensure that any identified issues by the testers are resolved quickly so that The Children's Trust has a well-functioning system. Ms. Stuart is involved with testing of the following software: the Youth Development solicitation module, the amendment module, the automated invoicing, the Parenting solicitation module, the Early Childhood solicitation module, the one-off solicitation module, the Integrated Data Repository, Infrastructure as a Service and enhancements to the website. These solutions are all part of The Children's Trust's Technology Way Forward framework that will help make the organization function more efficiently and effectively.

Background: On October 11, 2017, Ms. Stuart started was engaged by The Children's Trust to provide the above-mentioned services. After evaluating The Trust's Technology Way Forward efforts, staff estimates that Ms. Stuart's services will be necessary through May 31, 2018. Thereafter, staff will be trained to take over the above-mentioned services.

As part of the bid process, four resumes and concomitant quotes were reviewed before Ms. Stuart was hired. Ms. Stuart's 20-year work history, in various capacities including test management, project management and risk management, with American Express in the Information Technology Department attributed to her engagement by The Children's Trust. Attached please see her resume.

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 16th day of January, 2018.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

Gina Austin- Stuart

Hollywood, Florida

Phone (786 390-7170) Email (gmstuart21@gmail.com)

BUSINESS SYSTEMS ADMINSTRATOR / COMPLIANCE PROFESSIONAL

Accomplished Systems Administrator and Project Manager with proven experience in supporting the full systems development life cycle. Strong technical background managing the test cycle including developing test scripts and plans, test execution, issue tracking and problem resolution, and post install processes. Collaborative colleague, effectively working throughout the organization to drive project completion and success.

Leadership	Business Liaison	Technology Liaison
Change Agent	Communication	Data Gathering
Collaboration	Project Management	Analytical skills

PROFESSIONAL EXPERIENCE

American Express Ft Lauderdale, Florida

Compliance Manager/System Administrator (Global Risk and Compliance) 2014 – 2017

Managed developmental projects of various sizes from initiation through implementation including the building of project plans, test scripts creation, test execution, issue tracking and resolution.

- Served as Administrator for internal Compliance solutions tool to ensure continuity in service delivery for user community
- Produced project strategy documentation to assure that project scope was defined, documented, and alignment received from all impacted stakeholders
- Collaborated with Business and Technology resources in the development of new technological solutions and/or system enhancements resulting in reduced time to market, cost efficiencies and improved performance
- Led cross functional team to ensure appropriate interpretation of business requirements to technological solutions, resulting in improved team dynamics and operational efficiencies
- Developed system user training/reference guides for Business User community, resulting in better understanding of internal tools and documented reference material for future use
- Successfully executed internal audit of POA Compliance solutions tool with 100% accuracy rating, no findings

Senior Business Systems Analyst (Global New Accounts) and Project Manager (Card Range Administration)

2005 – 2014

Worked with medium to large scale project teams to gather, document and align to detailed business needs requirements as appropriate. This was done by approved system development lifecycle and tools while ensuring the proposed design will also meet those needs.

- Worked as Lead analyst for India Migration project resulting in successful implementation and 331K in documented cost savings
- Facilitated end-to-end walkthroughs (35+ impacted technology teams) of documented requirements as written to confirm alignment of business needs, reduce rework and duplication of errors
- Researched an enterprise wide initiative and created supporting documentation which resulted in my department applying for and receiving 125K in IRS based credits
- Handled multiple projects and workstreams simultaneously in order to realize synergies for cost savings among international projects
- Served as the liaison to American Bankers Association for matters regarding proprietary Card Range process ensuring American Express' adherence to regulatory laws governing the credit card industry

Senior Business Systems Analyst /Tester-Systems Assurance

1997- 2005

Led end-user test execution on medium to large scale projects in support of the development of new products/services and/or system enhancements.

- Collaborated with both Business and Technology partners to understand business requirements, and to create and execute test scenarios which fully captured the functionality of the technology design
- Drove results by managing the building of test plans, test scripts, test execution, issue resolution logs and post install validation results
- Maintained on-going communication with project team to ensure stakeholders were kept up-to-date

Additional Relevant Experience

American Express - Credit Analyst

Interpreted credit information to make sound credit decisions to minimize losses to the company

AmeriFirst Bank (Currently CHASE) – Customer Service Supervisor/Assistant Manager

Maintained a thorough understanding of all bank operations (Sales and Operations), responsible for the day-to-day operations of customer serving floor, training of all new hires, and execution of departmental audits in accordance with bank regulations

Education

Master of Business Administration (MBA) - Nova University- Davie, Florida

Bachelor of Science (BS) – Business Management, Florida Memorial College- Miami, Florida