



**Minutes**  
**Children and Families Advisory Board**  
**Monday, March 4, 2024, at 1:00 p.m.**  
**Ormond Beach Regional Library Auditorium**  
**30 S. Beach St, Ormond Beach, FL 32763**

**BOARD MEMBERS**

Dr. Mary Bruno, Chair  
Joseph Hearn, Vice-Chair  
Charles Moskowitz  
Sara Howeller  
Amber Marshall  
Derrick Collins

**STAFF**

Carmen Hall, Community Assistance Director  
Laura Coleman, Assistant County Attorney  
Brittany Louis, Housing and Grants  
Administration Manager  
Eva Colee, Grants Planner  
William Mollentze, Grants Coordinator

**CALL TO ORDER**

Dr. Mary Bruno, Chair, called the meeting to order at 1:06 p.m.

**ROLL CALL**

William Mollentze, Grants Coordinator, called the roll. Derrick Collins was not present but there was a quorum.

**PUBLIC PARTICIPATION**

There was no public comment during the meeting.

**APPROVAL OF NOVEMBER 1, 2023, MINUTES**

Joseph Hearn made a **MOTION** to approve minutes from the November 1, 2023, meeting. Charles Moskowitz seconded the motion. The motion was carried unanimously 5-0.

**NEW BUSINESS**

**FY 23/24 Summer Camp Updates**

William Mollentze, Grants Coordinator, provided updates on items discussed at the November 1, 2023, meeting which included information about 4C funding within Volusia County and updates to the summer camp scholarship application. Mr. Mollentze also advised that summer camp scholarship applications would be released on April 8, 2024, and be completed online.

**2024 Summer Camp Provider Applications**

Dr. Mary Bruno gave an overview of the summer camp provider applications and the application process. The board reviewed all submitted applications by each provider. During the review, the board members asked Community Assistance staff and the summer camp providers in attendance about missing documents, schedules, emergency plans, food services plans, and

staff to child ratios at specific camp sites.

The board pulled applications submitted by New Horizon's Youth Academy, Salvation Army of West Volusia, and S.T.E.A.M Station Preschool for further discussion.

Joseph Hearn made a **MOTION** to approve the the 2024 summer camp provider applications to be recommended to the County Council for Allen Chapel AME Church, Atlas Academy, Blue Jay Academy, Boys and Girls Club of Volusia/Flagler Counties, The Chase Academy, City of Daytona Beach, City of New Smyrna Beach, City of Ormond Beach, Covenant United Methodist Church, Florida United Methodist Children's Home, Mt. Calvary Academy, Reign Homeschooling Academy, Sunrise Academy, Temple of God Church of Deland, Victory Global Academy, Volusia County Schools, Volusia/Flagler Family YMCA, and ZamZam Knowledge Academy. Charles Moskowitz seconded the motion. The motion was carried unanimously 5-0.

The board discussed and approved the three remaining provider applications contingent upon submittal of the requested information or revisions to the provider's application submitted to staff by Monday, March 11<sup>th</sup>.

Sara Howeller made a **MOTION** to approve the application for recommendation to the County Council for New Horizon's Youth Academy contingent upon receiving a full day schedule and a more detailed emergency response plan. Charles Moskowitz seconded the motion. The motion was carried unanimously 5-0.

Joseph Hearn made a **MOTION** to approve the application for recommendation to the County Council for The Salvation Army of West Volusia contingent upon the provider extending operating hours to 8:00 a.m. – 5:00 p.m. Charles Moskowitz seconded the motion. The motion was carried unanimously 5-0.

Joseph Hearn amended the previous **MOTION** to include a seven-day deadline to provide requested information. Charles Moskowitz seconded the motion. The motion carried unanimously 5-0.

Sara Howeller made a **MOTION** to approve the application for recommendation to the County Council for S.T.E.A.M Station Preschool contingent upon receiving a more detailed emergency response plan and a more detailed food service delivery plan. The motion carried unanimously 5-0.

#### Community Health Improvement Plan Presentation

Carrie Baird, Chief Executive Officer of One Voice for Volusia, gave a presentation on the Flagler & Volusia Community Health Assessment & Community Health Improvement Plan.

#### Edward Burne Memorial Justice Assistance Grant (JAG) Applications FY 2023/24

Dr. Mary Bruno called SMA Healthcare to give a presentation on their proposed project. Jennifer Stephenson, Senior Vice President, provided the board with an overview of the agency's peer recovery program within Volusia County.

Amber Marshall asked Jennifer Stephenson how many people would be served during the program. Ms. Stephenson advised that about 50 people would be served by each Peer Recovery Specialist .

Dr. Mary Bruno called The House Next Door to give a presentation on their proposed project. Gail Hallmon, Chief Operating Officer, provided the board with an overview of the Success by Design program. The board members did not have questions for Ms. Hallmon.

Dr. Mary Bruno called The New Smyrna Beach Police Department to give a presentation on their

proposed project. Captain Jason Reve of the New Smyrna Beach Police Department explained that funding would be used to purchase a new traffic control sign for the police department.

Dr. Mary Bruno asked Captain Reve about the application and all the questions that were not answered. Captain Reve answered questions about the application but was unable to clarify why the application was not complete.

CFAB recessed after JAG presentations to allow board members time to complete their score sheets and for staff to compile scores.

The scores for all three agencies were computed by the average score of all board members' score sheets that were present at the time of the meeting. The total scores were displayed for the board members and attendees to see. The board scored the applications as follows.

- SMA Healthcare: 179 out of 185 possible points
- The House Next Door: 170 out of 185 possible points
- New Smyrna Beach Police Department: 90 out of 185 possible points

Charles Moskowitz made a **MOTION** to set a minimum score of 130 for the Edward Memorial Justice Assistance Grant applications. Sara Howeller seconded the Motion. The motion was carried unanimously 5-0.

Dr. Bruno noted that the New Smyrna Beach Police Department's application did not meet the minimum score established for funding and that there was additional funding available. Carmen Hall provided a recommendation for funding split between two organizations based on what the board has elected to do in the past.

Sara Howeller made a **MOTION** to fund SMA Healthcare and The House Next Door, Inc. at the amount requested and if there are any reduction or an increase in the funding available, the balance will be divided proportional between the two organizations as funding amounts have not been released by FDLE. Joseph Hearn seconded the motion. The motion was carried unanimously 5-0.

#### Reallocation of Funds within the CFAB FY 23/24 Budget

Brittany Louis, Housing and Grants Manager, advised that \$73,409 in CFAB funding was available for FY 2023/24. She stated that \$15,000 is from the sickle cell program that did not move forward and the remaining \$58,409 was budgeted after Volusia County Community Assistance released the Notification of Funding Availability and application for Contingency, and contract negotiations for RSQ programs. Mrs. Louis provided the board with options to allocate the funding for swim lessons, purchase of pool alarms, or to increase the Contingency or RSQ program budgets.

Sara Howeller asked about the current swim programs in Volusia County. Three agency representatives who were present at the meeting provided additional information about current swim programs throughout Volusia County.

The board discussed swim safety programs, pool alarms, and the different funding options available.

Joseph Hearn made a **MOTION** to allocate \$73,409 towards swim safety activities and give Community Assistance staff the ability to make awards with the understanding that the program will be equitable and a resource for the entire county. Charles Moskowitz seconded the motion. The motion was carried unanimously 5-0.

#### Review of RSQ process

Eva Colee, Grants Planner, provided an overview of the RSQ process. Dr. Bruno summarized the RSQ cycle and previous steps that were taken to establish the current service categories.

Joseph Hearn made a **MOTION** to establish a subcommittee for the upcoming RSQ cycle. Sara Howeller seconded the motion. The motion carried unanimously 5-0.

Joseph Hearn, Sara Howeller and Dr. Bruno volunteered to serve on the RSQ subcommittee.

#### Updates to the 2023/24 meeting schedule

The board discussed the meeting schedule and decided to move April's meeting to Tuesday April 23, 2024, at 1:00 p.m. and to move July's meeting to Tuesday, July 9, 2024, at 1:30 p.m.

#### **Discussion by board members of matters not on the agenda**

There were no items for board member discussion.

#### **Items for staff discussion**

There were no items for staff discussion.

#### **Adjournment**

Dr. Mary Bruno adjourned the meeting at 4:06 p.m.