

Board Meeting September 6, 2012

Our Mission

The Children's Board of Hillsborough County promotes the well-being of children and families by **uniting community partners, investing in innovative opportunities, and leading the county in best practices** so the whole community can realize its full potential.



SEPTEMBER 6, 2012 4:30 p.m. – 6:00 p.m. CBHC CONTINUATION OF THE AUGUST 23, 2012 REGULAR BOARD MEETING AGENDA

MISSION: The Children’s Board of Hillsborough County promotes the well-being of children and families by uniting community partners, investing in innovative opportunities, and leading the county in best practices so the whole community can realize its full potential.

CALL TO ORDER

| | |
|-------------------------------------|------------|
| Quorum Verification | C. Brown |
| Invocation and Pledge of Allegiance | V. Goddard |

ACTION ITEMS

- | | |
|--|-------------|
| 1. Final Approval of the Millage Rate and FY2013 Budget | T. Williams |
| 2. Exercising the Termination Clause of the Interlocal Agreement With Hillsborough County | P. Iorio |

PUBLIC COMMENT

The Children’s Board of Hillsborough County welcomes comments from the public. Those who wish to address the Board may do so at this time, the Open Agenda portion of the meeting. Those addressing the Board should clearly state their full name and affiliation for the official record.

C. Brown

BOARD/COMMITTEE MEETINGS

SEPTEMBER 2012

| | |
|-----------------------------------|--|
| Community Education and Awareness | September 13, 2012 2:00 p.m. – 3:00 p.m. |
| Executive Committee | September 13, 2012 3:30 p.m. – 5:00 p.m. |
| Preliminary TRIM Hearing | September 13, 2012 5:01 p.m. |
| Advocacy Committee | September 13, 2012 4:00 p.m. – 5:00 p.m. |
| Regular Board Meeting | September 27, 2012 3:00 p.m. – 5:00 p.m. |
| Final TRIM Hearing | September 27, 2012 5:01 p.m. |
| Finance Committee | TBD |

ACTION ITEM #1

Item: Final Approval of Millage Rate and FY 2013 Budget

Initiator: Tonia Williams, Chief Financial Officer

Date: Thursday, September 6, 2013, Continuation of the Thursday, August 23, 2012 Regular Board Meeting

Provide final approval of a millage rate of .5000 and FY 2013 Budget of \$32,833,578.

Background:

- The Board approved the preliminary FY 2013 Budget and millage rate at the June 28, 2012 Board Meeting.
- The budget has been updated to include follow up information and other changes based on Board decisions since the June 28th Board Meeting.
- This Budget requires a spend-down of \$1,097,925 from the Fund Balance in FY 2013.
- Attachments to this Action Item include the following:
 - A. Changes in FY 2013 Budget Since the August 23, 2012 Meeting
 - B. Annual Budget Report
 - C. Board Fund Balance Policy
 - D. Program Funding Recommendations

Changes in FY 2013 Budget Since the August 23, 2012 Meeting

Revenue Changes (detail on next page)

- Revenue has been reduced by \$1,023,554.
 - Early Learning Coalition (ELC) non-profit lease agreement of employees revenue in the amount of \$931,175 has been eliminated from the budget because CBHC will not be leasing employees in FY 2013.
 - Other reductions totaling \$92,379 include ELC fiscal agent fees, CEO Roundtable income and reimbursement from Hillsborough County Children's Services.

Expenditure Changes (detail on next page)

- Some of the categories of expenditures have been changed in order to simplify the budget presentation.
 - The "special CBHC programming" expenditure line has been eliminated from the program expenditure category. These expenditures have been moved to the appropriate operating expenditure line item (from page 6 to pages 8 & 10 of budget document).
 - The only expenditures remaining in the program expenditure category are provider contracts and the associated flexible dollars for families served by the provider agencies that are managed by the CBHC ASO (page 6).
 - The professional development line item has been combined with other operating expenditures (page 10).
- Expenditures have been reduced by \$2,481,456 in the following categories (see page 2 for detail):
 - The Early Learning Coalition (ELC) non-profit lease agreement of employees expenditures in the amount of \$931,175 have been eliminated from the budget because CBHC will not be leasing employees in FY 2013.
 - Salary and employee benefit expenditures have been reduced by \$1,289,136 (14.8 positions) as a result of the reorganization.
 - Operating expenditures were reduced by \$261,145.
 - Areas that were reduced include media buys, professional services and other operating line items.
- CBHC unallocated program funding has been increased by \$1.4 million.
 - A suggested process for allocating these dollars will be discussed at the September 27th Board meeting.
- Additional items totaling \$90,000 have been added to the budget to include funds for Hillsborough County Television, the CEO search, modular furniture and new signage for the front lobby of CBHC.

Detail of Changes in Budget

| | Aug 23 Budget | Change | Sept 6 Budget | Budget Category | Page # |
|--|------------------|-------------|------------------|---------------------------|--------|
| <u>Revenue Changes</u> | | | | | |
| ELC Non-Profit Lease Agreement of Employees Revenue | 931,175 | (931,175) | - | Revenue | 4 |
| ELC Fiscal Agent Fees | 100,000 | (20,097) | 79,903 | Revenue | 4 |
| CEO Roundtable Income | 40,000 | (40,000) | - | Revenue | 4 |
| Hillsborough County Children's Services Reimbursement | 56,968 | (32,282) | 24,686 | Revenue | 4 |
| <u>Expenditure Changes</u> | | | | | |
| ELC Non-Profit Lease Agreement of Employees Expenditures | 931,175 | (931,175) | - | Other Expenditures | 10 |
| Salary and Benefit Expenditures | 5,053,657 | (1,289,136) | 3,764,521 | Salaries & Benefits | 8 |
| Total Positions | 55.3 | (14.8) | 40.5 | Positions | 8 |
| KidzCreate Gallery Operating Expenditures | 48,300 | (48,300) | - | Operating (several lines) | 10 |
| CEO Roundtable Professional Services | 50,000 | (45,000) | 5,000 | Professional Services | 10 |
| Promotional Activities | 60,000 | (35,000) | 25,000 | Supplies & Equipment | 10 |
| Community Education & Awareness Media Buys | 200,000 | (125,000) | 75,000 | Professional Services | 10 |
| Memberships | 13,000 | (3,000) | 10,000 | Dues | 10 |
| Workers Compensation Adjustment | 16,445 | (2,445) | 14,000 | Insurance | 10 |
| Bank Services Charges | 9,600 | (2,400) | 7,200 | Other | 10 |
| Hillsborough County Cable TV - Professional Services | - | 10,000 | 10,000 | Professional Services | 10 |
| New CEO Search - Professional Services | - | 40,000 | 40,000 | Professional Services | 10 |
| Modular Furniture | - | 30,000 | 30,000 | Supplies & Equipment | 10 |
| Signage for Front Lobby of CBHC | - | 10,000 | 10,000 | Supplies & Equipment | 10 |



Children's Board
HILLSBOROUGH COUNTY

Dreams Worth Growing

Annual Budget Report

October 1, 2012 – September 30, 2013

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Children's Board Of Hillsborough County
Fiscal Year 2013 Budget
October 1, 2012 - September 30, 2013



SUMMARY

| | FY 2012 Original Budget | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget |
|--|-------------------------------|------------------------------|--------------------------------|---------------------------------------|
| Revenue | | | | |
| Ad-Valorem Taxes | 29,936,574 | 29,936,574 | 29,936,574 | 29,206,687 |
| Investment Income | 96,500 | 96,495 | 131,060 | 133,000 |
| Revenue Maximization Funding | 830,000 | 830,000 | 590,000 | 285,000 |
| Grants | 693,900 | 693,900 | 708,500 | 555,120 |
| Administrative Services Organization Funding | 1,882,000 | 1,882,000 | 1,299,544 | 1,056,500 |
| Other Community Partner Funding | 239,500 | 239,500 | 234,500 | 210,000 |
| Miscellaneous Income | 314,061 | 330,635 | 394,558 | 289,346 |
| ELC Non-Profit Lease Agreement of Emp. Rev. | 1,000,688 | 1,000,688 | 931,175 | - |
| Total Revenue | 34,993,223 | 35,009,792 | 34,225,911 | 31,735,653 |
| Expenditures | | | | |
| Program Expenditures | | | | |
| Program Funding | 24,901,167 | 25,397,175 | 24,387,631 | 24,579,448 |
| CBHC Unallocated Program Funding | 400,000 | 400,000 | 400,000 | 1,800,000 |
| Total Program Expenditures | 25,301,167 | 25,797,175 | 24,787,631 | 26,379,448 |
| Operating | | | | |
| Employee Salaries and Benefits | 5,582,699 | 5,251,690 | 4,859,091 | 3,764,521 |
| Contracted Professional Services | 943,665 | 970,563 | 821,744 | 640,391 |
| Facility Expenditures | 433,730 | 465,849 | 425,025 | 330,023 |
| Other Operating | 375,437 | 429,001 | 308,580 | 385,702 |
| Total Operating Expenditures | 7,335,531 | 7,117,103 | 6,414,440 | 5,120,637 |
| Capital Expenditures | 6,000 | 14,375 | 8,375 | - |
| Mandatory Government Fees | 1,349,837 | 1,349,837 | 1,353,187 | 1,333,493 |
| ELC Non-Profit Lease Agreement of Empl. Exp. | 1,000,688 | 1,000,688 | 931,175 | - |
| Total Expenditures | 34,993,223 | 35,279,180 | 33,494,808 | 32,833,578 |
| Net Spend Down of Fund Balance | - | (269,388) | 731,103 | (1,097,925) |

Budget Category Definitions

- **Revenue**

- **Ad-valorem Taxes** includes current and delinquent ad-valorem tax revenue and excess fees returned to the Children's Board originally paid to the county based on the tax revenue.
- **Investment Income** includes revenue from the various interest-bearing accounts as well as any unrealized gain or loss recognized from the Local Government Investment Pool Fund B investments.
- **Revenue Maximization Funding** are earnings generated when the CBHC matches revenue from federal and state funding sources.
- **Grants** are funds generated from foundations or other government organizations for which the Children's Board is the lead agent.
- **Administrative Services Organization Funding** represents contributions from other funders specifically designated for use by providers in the community managed by the CBHC ASO staff. These dollars are also included in the other community partner program expenditure line. Examples include DCF and Eckerd.
- **Other Community Partner Funding** represents funds contributed from community partners that are added to our provider contract amounts and included in the other community partner program expenditure line; for example the School District of Hillsborough County.
- **Miscellaneous Income** consists of facility rental income, fiscal agent fees, contributions, reimbursed expenditures by Hillsborough County and any other miscellaneous revenue received during the year.
- **ELC Non-Profit Lease Agreement of Employees Revenue** represents the lease agreement CBHC has with the Early Learning Coalition (ELC). These employees are paid directly by CBHC and CBHC is subsequently reimbursed for both the salary and employee benefit expenditures. There is also a corresponding expenditure which results in zero budgetary impact. This line item is not included in the FY 2013 Budget.

- **Expenditures**

- **Program Funding** represents provider contracts funded by CBHC property tax revenue and funds contributed from our community partners. This amount includes the dollars managed through the ASO.
- **CBHC Unallocated Program Funding** includes dollars budgeted for new program contracts, one time technical assistance grants and leveraged investments (e.g. match).
- **Employee Salaries and Benefits** includes wages paid to all non-contractor employees. Benefits represents benefits provided for salaried and hourly wage employees such as FICA, health insurance, and retirement.
- **Contracted Professional Services** represents amounts budgeted for professional services including legal, media buys, auditing, Civil Service fees and other professional services. Also included are support activities with provider agencies and community organizations including e-learning and event registration activities, capacity building activities, social enterprise activities, and other training events.
- **Facility Expenditures** includes those expenditures necessary to operate the Children's Board offices and conference center including utilities, IT, and maintenance and repairs.
- **Other Operating** contains staff training, conference and meeting travel, postage, insurance, promotional activities, printing, supplies, advertising for TRIM and other public notices, membership dues & subscriptions.
- **Capital Expenditures** are permanent items over \$5,000.
- **Mandatory Government Fees** include tax collector's and property appraiser's fees as well as the city storm water fee and the community redevelopment assessment fee.
- **ELC Non-Profit Lease Agreement of Employees Expenditures** includes salary and benefit expenditures reimbursed by the Early Learning Coalition. This line item is not included in the FY 2013 Budget.

Children's Board Of Hillsborough County
Fiscal Year 2013 Budget
October 1, 2012 - September 30, 2013
REVENUE SCHEDULE



| | FY 2012 Original Budget | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget |
|--|--|---------------------------------------|---|---|
| Ad-Valorem Taxes | | | | |
| Current Ad-Valorem | 29,610,066 | 29,610,066 | 29,610,066 | 28,885,712 |
| Delinquent Ad-Valorem | 75,000 | 75,000 | 75,000 | 75,000 |
| Excess Fees Returned | 251,508 | 251,508 | 251,508 | 245,975 |
| Total | 29,936,574 | 29,936,574 | 29,936,574 | 29,206,687 |
| Investment Income | | | | |
| Interest | 109,500 | 109,496 | 71,060 | 73,000 |
| Gain/Loss on Investments | (13,000) | (13,001) | 60,000 | 60,000 |
| Total | 96,500 | 96,495 | 131,060 | 133,000 |
| Revenue Maximization Funding | | | | |
| DCF Adoption Support | 130,000 | 130,000 | 140,000 | 125,000 |
| Targeted Case Management | 700,000 | 700,000 | 450,000 | 160,000 |
| Total | 830,000 | 830,000 | 590,000 | 285,000 |
| Grants | | | | |
| 21st Century | 693,900 | 693,900 | 688,991 | 555,120 |
| DOS KidzCreate Gallery | - | - | 19,509 | - |
| Total | 693,900 | 693,900 | 708,500 | 555,120 |
| Administrative Services Organization Funding | | | | |
| DCF | 250,000 | 250,000 | 135,000 | 150,000 |
| BNET | 200,000 | 200,000 | 125,000 | 150,000 |
| Hillsborough County | 25,000 | 25,000 | 8,099 | - |
| United Way | 50,000 | 50,000 | 25,000 | 22,500 |
| United Way-EFSP | 200,000 | 200,000 | 66,445 | - |
| Healthy Start | 57,000 | 57,000 | 35,000 | 84,000 |
| HKI | 1,100,000 | 1,100,000 | 775,000 | - |
| Eckerd | - | - | 120,000 | 630,000 |
| Lazydays | - | - | 10,000 | 20,000 |
| Total | 1,882,000 | 1,882,000 | 1,299,544 | 1,056,500 |
| Other Community Partner Funding | | | | |
| School District | 160,000 | 160,000 | 160,000 | 160,000 |
| Hillsborough Kids Inc. - for Heart Gallery | 55,000 | 55,000 | 50,000 | - |
| United Way | 24,500 | 24,500 | 24,500 | - |
| Eckerd for Heart Gallery | - | - | - | 50,000 |
| Total | 239,500 | 239,500 | 234,500 | 210,000 |
| Miscellaneous Income | | | | |
| ELC Rental Income | 60,444 | 60,444 | 60,444 | 60,444 |
| ELC Fiscal Agent Fees | 52,000 | 52,000 | 63,997 | 79,903 |
| ASO Fiscal Agent Fees | 50,000 | 65,000 | 65,000 | 110,900 |
| Special Events Revenue | 3,500 | 3,500 | - | - |
| Miscellaneous Revenue | - | 1,574 | 57,000 | 13,413 |
| Hillsborough County | 148,117 | 148,117 | 148,117 | 24,686 |
| Total | 314,061 | 330,635 | 394,558 | 289,346 |
| ELC Non-Profit Lease Agreement of Employees Revenue | 1,000,688 | 1,000,688 | 931,175 | - |
| Total Revenues | 34,993,223 | 35,009,792 | 34,225,911 | 31,735,653 |

Narrative/Assumptions

Revenue

- **Ad-Valorem Taxes**
 - The budgeted ad-valorem tax revenue is based on a .500 millage rate.
 - .500 millage rate is the maximum allowable millage under the CBHC statute.
 - This is not an increase in millage.
 - The CBHC millage rate has been at .500 since FY 2009.
 - Ad-valorem revenue is budgeted at 95% to account for the early payment of taxes including discounts.
 - The current Hillsborough County estimated tax base is \$60,170,934,846, a decrease of 2.45% from FY 2012 resulting in a \$724,354 decrease of CBHC ad-valorem tax revenue.
 - Excess Fees Distribution includes the net overpayment of the 2% Hillsborough County Tax Collection fees returned to CBHC. These fees are budgeted in mandatory government fees.
- **Investment Income**
 - The current interest rate fluctuates around .30%.
 - The FY 2013 interest is budgeted to remain at .30%.
 - Gain/Loss on Investments includes the estimated unrealized loss recognized each year as the investments from LGIP Fund B fluctuate in value. Total of \$321,700 remains in Fund B as of June 30, 2012. The net unrealized loss balance on September 30, 2011 was \$89,884.
- **Revenue Maximization Funding**
 - DCF Adoption Support revenue is budgeted at a lower amount for FY 2013 because some of the eligible services for reimbursement are not recommended for funding in FY 2013.
 - Targeted Case Management is budgeted at a lower amount because fewer case management services which qualify for TCM at risk are recommended for funding in FY 2013.
- **Grants**
 - CBHC has one grant with the Department of Education. The five year 21st Century grant ends in FY 2015.
 - The FY 2013 budget for this grant has been reduced by 20% as outlined in the grant agreement.
- **Administrative Services Organization (ASO) Funding**
 - Amount includes all funding that is received from sources listed in the revenue schedule.
 - Funds are administered and managed by CBHC staff.
 - The expenditures for these dollars are included in the other community partner program expenditures line.
 - The FY 2013 budget has been adjusted based on estimated commitments from other funders for FY 2013.
- **Other Community Partner Funding**
 - Amount includes all funding that is received from the various sources listed in the revenue schedule for provider services.
 - This category has decreased by 12.3% because CBHC will not receive United Way funding in FY 2013.
- **Miscellaneous Income**
 - Amount includes all funding that is received from sources listed in the supplemental revenue schedule.
 - The Early Learning Coalition fiscal agent fees are fees that have been reimbursed by the ELC for the services that CBHC staff provides for the ELC at an estimated cost of \$79,903.
 - ASO fiscal agent fees are budgeted at 10% of the dollars managed for each funder.
 - Hillsborough County revenue is for the reimbursement of Don Dixon's salary through November 2012.
- **ELC Non-Profit Lease Agreement of Employees Income**
 - This line item is not included in the FY 2013 Budget.

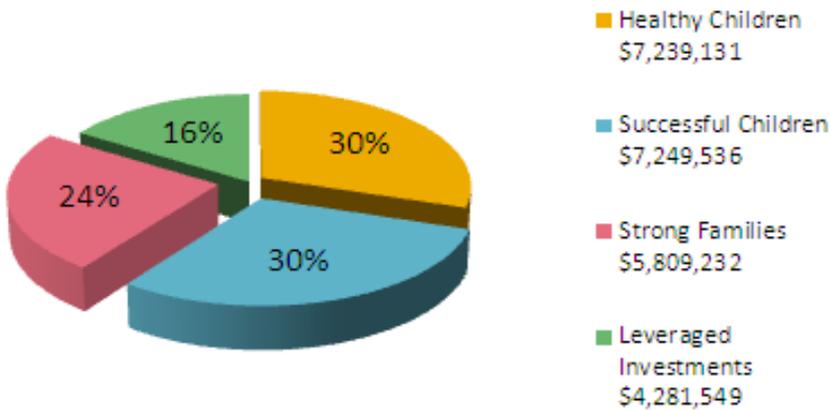
**Children's Board Of Hillsborough County
Fiscal Year 2013 Budget
October 1, 2012 - September 30, 2013**

PROGRAM EXPENDITURES SCHEDULE



| | FY 2012 Original Budget | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget |
|--|-------------------------------|------------------------------|--------------------------------|---------------------------------------|
| Program Funding | | | | |
| Healthy Children | - | - | - | 7,239,131 |
| Successful Children | - | - | - | 7,249,536 |
| Strong Families | - | - | - | 5,809,232 |
| Leveraged Investments | - | - | - | 4,281,549 |
| Total Recommended Program Funding | 24,901,167 | 25,397,175 | 24,387,631 | 24,579,448 |
| CBHC Unallocated Program Funding | 400,000 | 400,000 | 400,000 | 400,000 |
| Add'l Unallocated Program Funding from Reorganization | - | - | - | 1,400,000 |
| Total Program Expenditures | <u>25,301,167</u> | <u>25,797,175</u> | <u>24,787,631</u> | <u>26,379,448</u> |

FY2013 Recommended Funding by Results



Narrative/Assumptions

Program Expenditures

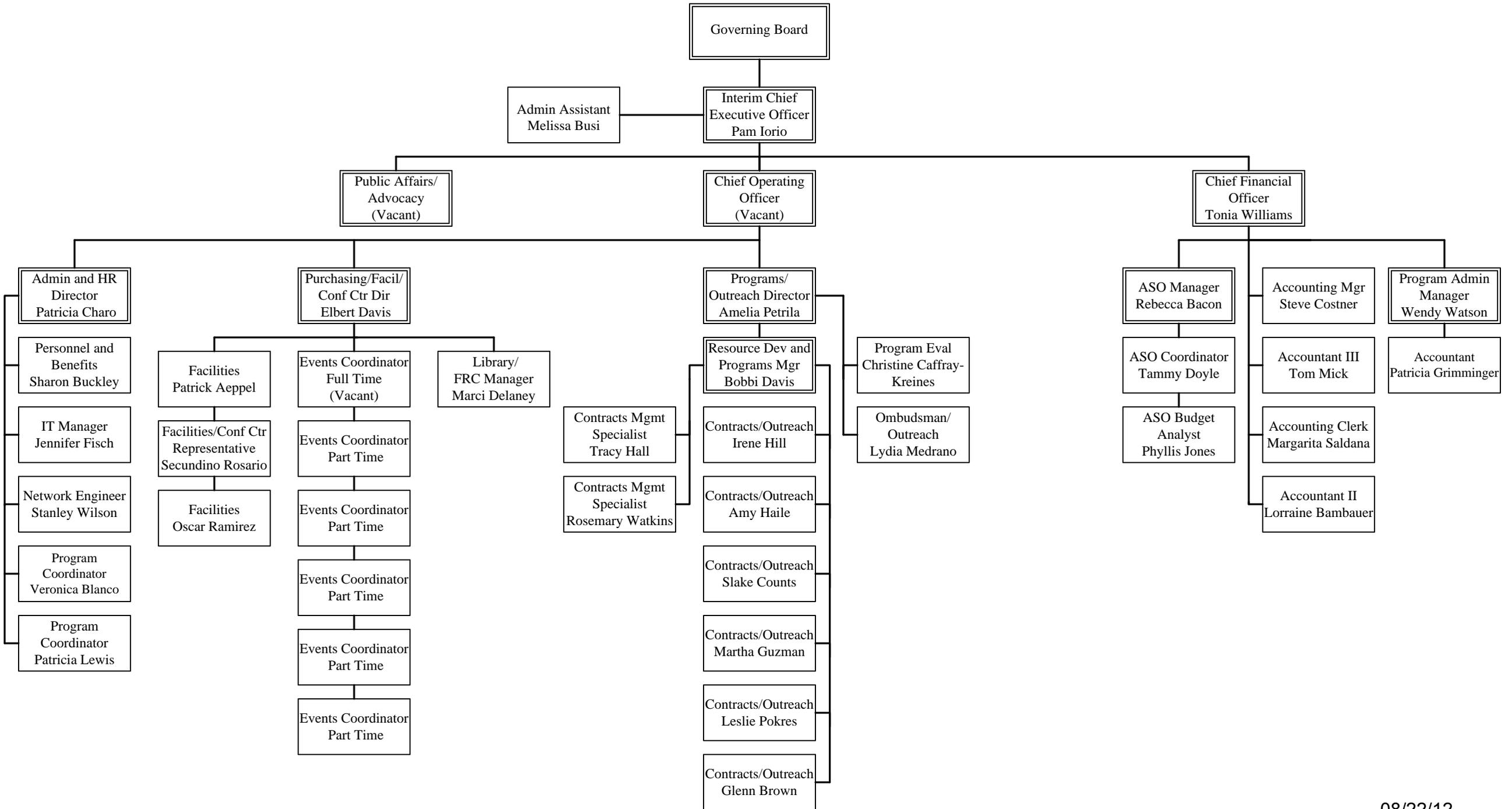
- **Program Funding**
 - A total of \$24.6 million is recommended in FY 2013 for program funding including both Children's Board funding and other community partner funding.
 - This includes both provider contracts and Administrative Services Organization (ASO) funding to support the families served by provider agencies.
 - \$23 million is being recommended in Children's Board funding in this category.
 - \$20.3 million from proposals funded through the RFP process.
 - \$2.7 million in leveraged investments.
 - \$1.6 million of the program funding includes other partners dollars.
 - The detailed recommendations per contract are provided as an attachment to this budget.
- **CBHC Unallocated Program Funding**
 - This amount includes \$400,000 in program funding that will be available for technical assistance and emerging needs.
- **Additional Unallocated Program Funding from Reorganization**
 - Because of additional reductions in the operating budget, an additional \$1.4 million is now available for expansion of services.
 - A process for allocating these dollars will be discussed at the September 27, 2012 Board meeting.
- Total program expenditures have increased by 4.3% from FY 2012 to FY 2013.
 - Total program funding through Children's Board dollars has increased from \$22.7 million in FY 2012 to \$24.8 million in FY 2013.
 - This is a 9.4% increase.
 - Other partner funding has decreased by 40.2% primarily in the ASO funding area.

Children's Board Of Hillsborough County
Fiscal Year 2013 Budget
October 1, 2012 - September 30, 2013
EMPLOYEE SALARIES AND BENEFITS SCHEDULE

| | FY 2012 Original Budget | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget |
|-----------------|-------------------------------|------------------------------|--------------------------------|---------------------------------------|
| Salaries | 4,123,608 | 3,858,167 | 3,557,199 | 2,784,799 |
| Benefits | 1,459,091 | 1,393,523 | 1,301,892 | 979,722 |
| Total | <u>5,582,699</u> | <u>5,251,690</u> | <u>4,859,091</u> | <u>3,764,521</u> |

| <u>Positions Summary</u> | FY 2012 Revised Budget | FY 2013 Revised Final Budget | <u>Change</u> |
|---|------------------------------|---------------------------------------|---------------|
| Full-Time FTE's (Permanent) | 55.80 | 38.00 | (17.80) |
| Part-Time (Temp) Positions | 2.50 | 2.50 | 0.00 |
| Full-Time Temporary (1 year) Positions | 2.00 | 0.00 | (2.00) |

- The FY 2013 salary budget decreased by \$1,338,809 (32.5%) from the original FY 2012 budget.
- The FY 2013 employee benefit budget decreased by \$479,369 (32.9%) from the original FY 2012 budget due to the decrease in salaries / positions.
- A net total of 19.8 positions were eliminated from the budget.
- No merit increase or market equity adjustments are included in FY 2013 Budget.
- The CBHC FRS contribution rate for regular class employees increased from 4.91% to 5.18%.



Children's Board Of Hillsborough County
Fiscal Year 2013 Budget
October 1, 2012 - September 30, 2013
OPERATING AND OTHER EXPENDITURES SCHEDULE



| | FY 2012 Original Budget | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget |
|---|-------------------------------|------------------------------|--------------------------------|---------------------------------------|
| Operating Expenditures | | | | |
| Contracted Professional Services | | | | |
| Board Support Consulting Fees | 5,000 | 5,000 | 5,000 | 5,000 |
| Legal and Auditing Services | 74,000 | 94,000 | 83,680 | 74,000 |
| Civil Service Fees | 17,029 | 17,029 | 12,870 | 17,115 |
| Professional Services | 775,859 | 854,534 | 720,194 | 544,276 |
| Total Contracted Professional Services | 871,888 | 970,563 | 821,744 | 640,391 |
| Facility Expenditures | | | | |
| Facilities Maintenance | 111,511 | 110,311 | 97,668 | 80,051 |
| Utilities | 169,964 | 134,964 | 123,805 | 120,270 |
| IT Maintenance | 107,298 | 166,887 | 162,541 | 95,773 |
| Equipment Lease and Maintenance | 44,957 | 53,687 | 41,011 | 33,929 |
| Total Facility Expenditures | 433,730 | 465,849 | 425,025 | 330,023 |
| Other Operating Expenditures | | | | |
| Staff Meeting Travel | 24,325 | 21,725 | 12,757 | 20,225 |
| Staff Conference Registration Fees and Travel | 25,000 | 24,700 | 10,000 | 28,381 |
| Staff Training and Tuition Reimbursement | 3,000 | 3,000 | 1,084 | 10,000 |
| Postage & Delivery | 10,475 | 10,475 | 10,133 | 10,000 |
| Insurance-Property and Liability | 53,559 | 53,559 | 53,559 | 70,059 |
| Promotional Activities | 67,000 | 67,000 | 32,000 | 32,000 |
| Supplies and Equipment | 99,112 | 85,212 | 61,158 | 90,000 |
| Printing | 34,900 | 37,000 | 17,500 | 24,500 |
| Position and Public Notice Advertising | 5,460 | 9,460 | 5,460 | 5,460 |
| Dues | 89,270 | 84,771 | 84,927 | 71,777 |
| Subscriptions | 6,013 | 6,202 | 6,202 | 5,300 |
| Other | 19,100 | 15,897 | 8,800 | 8,000 |
| Provider Training and Events | 10,000 | 10,000 | 5,000 | 10,000 |
| Total Other Operating Expenditures | 447,214 | 429,001 | 308,580 | 385,702 |
| Total Operating Expenditures | 1,752,832 | 1,865,413 | 1,555,349 | 1,356,116 |
| Capital Expenditures | 6,000 | 14,375 | 8,375 | - |
| Mandatory Government Fees | 1,349,837 | 1,349,837 | 1,353,187 | 1,333,493 |
| ELC Non-Profit Lease Agreement of Empl. Exp. | 1,000,688 | 1,000,688 | 931,175 | - |

Narrative/Assumptions

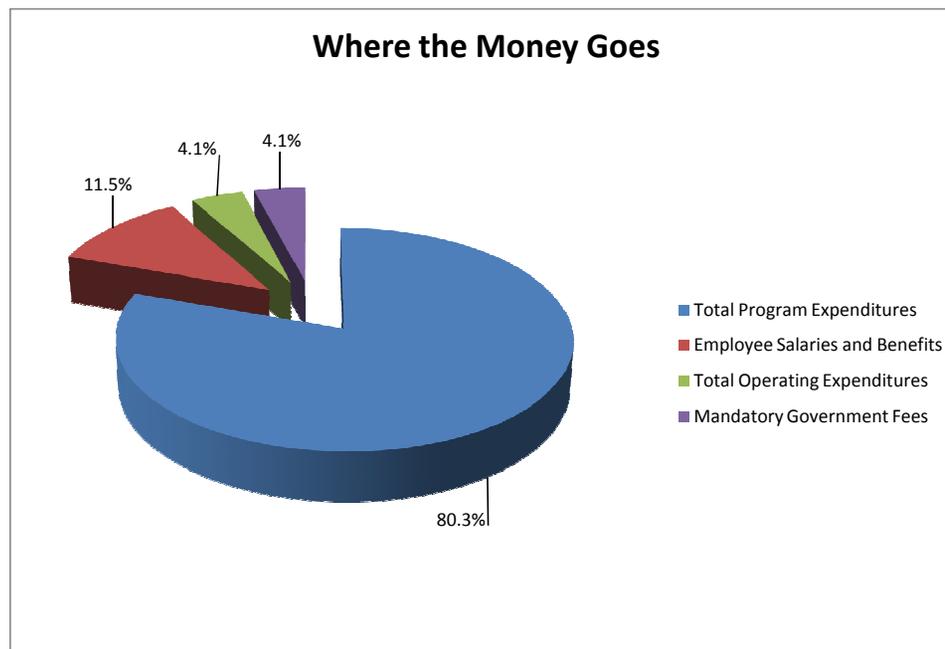
Operating and Other Expenditures

- **Contracted Professional Services**
 - Overall, Contracted Professional Services has decreased by \$231,497 (26.6%).
 - CBHC has reduced the use of contracted services including IT and services in the revenue maximization area.
 - Media purchases have been reduced by \$125,000.
 - Civil Service fees have increased slightly.
 - The cost for the interim CEO contract is included in this line item for four months of FY 2013.
- **Facility Expenditures**
 - Overall facilities expenditures have decreased by \$103,707 (23.9%).
 - Facilities maintenance and cleaning was reduced by \$31,460 (28.2%).
 - Some building maintenance will be performed by CBHC staff instead of outside vendors.
 - Utilities expenditures were reduced by \$49,694 (29.2%).
 - Electric service was reduced as a result of the decreased usage due to the IT virtualization project.
 - IT and equipment maintenance has been reduced by \$22,553 (14.8%).
- **Other Operating Expenditures**
 - Amount has decreased by 61,512 (12.8%).
 - Staff meeting travel has been reduced by \$4,100 (17.3%).
 - Staff training and tuition reimbursement has increased by \$10,381 (37%).
 - This amount includes required travel reimbursed by the funder for the 21st Century grant and the Help Me Grow project.
 - Reductions were made in the supply, equipment and membership lines.
 - Liability insurance has increased because workers compensation was moved from benefits to this line.
 - Other operating expenditures were reduced because the KidzCreate Gallery expenditures have been eliminated.
- **Capital Expenditures**
 - There are no Capital Expenditures budgeted for FY 2013.
- **Mandatory Government Fees**
 - This line has decreased by \$16,344 (1.2%) in FY 2013 for a total of \$1,333,493.
 - Tax collector's fees are based on 2% of ad valorem tax revenue. This line is expected to decrease by \$9,328 for FY 2013 for a total of \$582,873.
 - Property appraiser's fees are approximately .85% of ad valorem tax revenue. This line is expected to decrease by \$5,538 for FY 2013 for a total of \$246,148.
 - The community redevelopment assessment (CRA) fees are based on taxable property values within these CRA zones of the City of Tampa. This is expected to decrease by \$1,478 for FY 2013 for a total of \$503,472.
 - The city storm water fees budget did not change in FY 2013. This line is budgeted at \$1,000.
- **ELC Non – Profit Lease Agreement of Employees Expenditures**
 - This line item is not included in the FY 2013 Budget.

CBHC Budget Comparison



| | FY 2009 | | FY 2010 | | FY 2011 | | FY 2012 | | FY 2013 | |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|----------------------|-------------------|
| | Budget | % of Total Budget | Revised Final Budget | % of Total Budget |
| Total Budget | | | | | | | | | | |
| Total Ad-Valorem Tax Revenue | 39,930,944 | | 35,243,661 | | 31,270,743 | | 29,936,574 | | 29,206,687 | |
| Total Program Expenditures | 33,444,999 | 76.1% | 32,622,498 | 76.0% | 32,083,043 | 76.3% | 25,301,167 | 72.3% | 26,379,448 | 80.3% |
| Operating | | | | | | | | | | |
| Employee Salaries and Benefits | 6,034,198 | 13.7% | 6,137,669 | 14.3% | 6,166,452 | 14.7% | 5,582,699 | 16.0% | 3,764,521 | 11.5% |
| Other Operating | 1,938,781 | 4.4% | 1,397,643 | 3.2% | 1,436,249 | 3.4% | 1,752,832 | 5.0% | 1,356,116 | 4.1% |
| Capital Expenditures | 161,500 | 0.4% | 121,650 | 0.3% | 100,000 | 0.2% | 6,000 | 0.02% | - | 0.0% |
| Mandatory Government Fees | 1,679,543 | 3.8% | 1,646,385 | 3.8% | 1,410,447 | 3.4% | 1,349,837 | 3.8% | 1,333,493 | 4.1% |
| ELC Non-Profit Lease Agreement of Empl. Exp. | 716,161 | 1.6% | 1,015,650 | 2.4% | 847,096 | 2.0% | 1,000,688 | 2.9% | - | 0.0% |
| Total Expenditures | 43,975,182 | | 42,941,495 | | 42,043,287 | | 34,993,223 | | 32,833,578 | |



**Children's Board Of Hillsborough County
Estimated Lapse**

| | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2012 Projected Lapse |
|--|---------------------------------------|---|--|
| Revenue | | | |
| Ad-Valorem Taxes | 29,936,574 | 29,936,574 | - |
| Investment Income | 96,495 | 131,060 | 34,565 |
| Revenue Maximization Funding | 830,000 | 590,000 | (240,000) |
| Grants | 693,900 | 708,500 | 14,600 |
| Administrative Services Organization Funding | 1,882,000 | 1,299,544 | (582,456) |
| Other Community Partner Funding | 239,500 | 234,500 | (5,000) |
| Miscellaneous Income | 330,635 | 394,558 | 63,923 |
| ELC Non-Profit Lease Agreement of Employees Revenue | 1,000,688 | 931,175 | (69,513) |
| Total Revenue | 35,009,792 | 34,225,911 | (783,881) |
| Expenditures | | | |
| Program: | | | |
| CBHC Funded Program Expenditures | 22,776,403 | 22,349,315 | 427,088 |
| Other Community Partner Program Expenditures | 2,620,772 | 2,038,316 | 582,456 |
| CBHC New Program Expenditures | 400,000 | 400,000 | - |
| Special CBHC Programming Expenditures | 1,421,090 | 1,304,390 | 116,700 |
| Total Program Expenditures: | 27,218,265 | 26,092,021 | 1,126,244 |
| Operating | | | |
| Salaries | 3,377,481 | 3,130,545 | 246,937 |
| Employee Benefits | 1,234,926 | 1,125,408 | 109,519 |
| Contracted Professional Services | 243,677 | 136,066 | 107,611 |
| Facility Expenditures | 460,825 | 422,083 | 38,742 |
| Professional Development | 49,325 | 28,809 | 20,516 |
| Other Operating | 329,779 | 267,139 | 62,640 |
| Total Operating | 5,696,013 | 5,110,050 | 585,965 |
| Capital Expenditures | 14,375 | 8,375 | 6,000 |
| Mandatory Government Fees | 1,349,837 | 1,353,187 | (3,350) |
| ELC Non-Profit Lease Agreement of Employees Expenditures | 1,000,688 | 931,175 | 69,513 |
| Total Expenditures | 35,279,179 | 33,494,808 | 1,784,372 |
| Total Projected Lapse | | | 1,000,491 |

Narrative/Assumptions

FY 2012 Estimated Lapse

- **Revenues**

- Investment Income is projected higher than budget due to unrealized gain on the LGIP Fund B investment account. This line item budget includes an unrealized loss in this account.
- Revenue Maximization Funding
 - TCM revenue is projected to be \$250,000 under budget due to budget reductions in case management services in FY 2012 and reduced billing by providers.
 - DCF adoption support is projected to be over budget by \$10,000 because the eligibility rate is higher than expected.
- Grants revenue is expected to be over budget \$14,600.
 - The KidzCreate Gallery received a grant from the state of Florida in late FY 2011 which was not budgeted in FY 2012.
- Administrative Services Organization revenue and associated expenditures are currently projected to be under budget because of reductions and the transition from HKI to Eckerd.
 - EFSP ASO dollars are under budget.
- Other Community Partner Program revenues are expected to be under budget.
- Miscellaneous income is over budget due to unexpected refund from Hillsborough County for Other Post Employment Benefits expenditures.
 - CBHC also received an unbudgeted donation of \$10,000.

- **Expenditures**

- **Program**

- Continuation and New Funding is expected to be under budget by \$427,088.
- Other Community Partner Program Expenditures are expected to be under budget due to decreased revenue from our community partners, mostly related to ASO.
- CBHC Special Programming Expenditures is expected to be under budget due to mid year cuts in expenditures related to program support.

- **Operational**

- Salaries and benefits are under budget because of five unfilled vacant positions.
- Contracted Professional Services are under budget due to mid year cuts in planned expenditures.
- Facility Expenditures are under budget due to lower than budgeted utilities, cleaning expenses and IT maintenance and repair costs.
- Professional Development expenditures are under budget due to greater use of online and county trainings and planned reduced travel to Tallahassee.
- Other Operating is under budget due to lower than budgeted promotional expenditures.
- Capital Outlay is projected to be under budget by \$5,925. Replacement of the gate scanner was cancelled in order to cut costs.
- Mandatory Government Fees will be over budget by \$3,350 due to property appraiser allocation of TRIM notice mailing expense.

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY
PROJECTIONS at .500 Millage
FISCAL YEARS 2012-2017



| | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget | FY 2014 | FY 2015 | FY 2016 | FY 2017 |
|--|---------------------------------------|---|---|--------------------|--------------------|--------------------|-------------------|
| MILLAGE RATE | .5000 | .5000 | .5000 | .5000 | .5000 | .5000 | .5000 |
| Projected Tax Revenue (mill. @ .5000 w/ 2.5% dec in tax base in FY 2013, 1% inc FY 2014, 3.7% inc FY 2015, 4.3% inc FY 2016, 5.3% inc FY 2017) | 29,936,574 | 29,936,574 | 29,206,687 | 29,477,351 | 30,564,989 | 31,876,573 | 33,562,055 |
| Investment Income | 96,495 | 131,060 | 133,000 | 111,676 | 111,460 | 106,425 | 100,245 |
| Revenue Maximization Funding | 830,000 | 590,000 | 285,000 | 285,000 | 285,000 | 285,000 | 285,000 |
| Grants, Administrative Services Organization and Other Community Partner Funding | 2,815,400 | 2,242,544 | 1,821,620 | 1,821,620 | 1,821,620 | 1,821,620 | 1,821,620 |
| Miscellaneous Income | 148,117 | 148,117 | 24,686 | 0 | 0 | 0 | 0 |
| ELC Non-Profit Lease Agreement of Employees Revenue | 314,061 | 394,558 | 289,346 | 289,346 | 289,346 | 289,346 | 289,346 |
| Total Revenue Available | 34,140,647 | 33,442,853 | 31,760,339 | 31,984,992 | 33,072,416 | 34,378,964 | 36,058,266 |
| Operating Expenditures | 7,117,104 | 6,414,440 | 5,120,637 | 5,120,637 | 5,120,637 | 5,120,637 | 5,120,637 |
| Mandatory Government Fees | 1,349,837 | 1,353,187 | 1,333,493 | 1,339,920 | 1,351,982 | 1,415,596 | 1,496,085 |
| ELC Non-Profit Lease Agreement of Employees Expenditures | 1,000,688 | 931,175 | 0 | 0 | 0 | 0 | 0 |
| Capital Expenditures | 14,375 | 8,375 | 0 | 68,444 | 0 | 239,266 | 0 |
| Program Expenditures | 25,397,175 | 24,387,631 | 24,579,448 | 26,290,265 | 26,290,265 | 26,290,265 | 26,290,265 |
| Unallocated Program Funding Continued in Future Years | 0 | 0 | 0 | 1,400,000 | 1,900,000 | 2,500,000 | 3,000,000 |
| Unallocated Program Funding | 400,000 | 400,000 | 1,800,000 | 900,000 | 1,000,000 | 900,000 | 900,000 |
| Total Expenditures | 35,279,179 | 33,494,808 | 32,833,578 | 35,119,266 | 35,662,884 | 36,465,764 | 36,806,987 |
| Net Income (Spend Down) | (1,138,532) | (51,955) | (1,073,239) | (3,134,274) | (2,590,468) | (2,086,800) | (748,721) |

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY
PROJECTIONS at .500 Millage
FISCAL YEARS 2012-2017



| | FY 2012 Revised Budget | FY 2012 Estimated Actual | FY 2013 Revised Final Budget | FY 2014 | FY 2015 | FY 2016 | FY 2017 |
|---|---------------------------------------|---|---|------------------|------------------|------------------|------------------|
| <u>Fund Balance</u> | | | | | | | |
| Total Fund Balance Beginning of Year | 13,109,809 | 13,109,809 | 13,057,854 | 11,984,615 | 8,850,342 | 6,259,873 | 4,173,073 |
| Net Income (Spend Down of Fund Balance) | (1,138,532) | (51,955) | (1,073,239) | (3,134,274) | (2,590,468) | (2,086,800) | (748,721) |
| Total Fund Balance End of Year after Spend Down | 11,971,277 | 13,057,854 | 11,984,615 | 8,850,342 | 6,259,873 | 4,173,073 | 3,424,352 |
| Less Non-Spendable Fund Balance Reserve | (7,335) | (7,335) | (7,335) | (7,335) | (7,335) | (7,335) | (7,335) |
| Less Committed Fund Balance Reserve | (2,063,959) | (1,994,856) | (2,061,795) | (2,207,635) | (2,334,816) | (2,235,694) | (2,352,755) |
| Less Assigned Fund Balance Reserve | (6,054,614) | (9,633,502) | (8,560,263) | (5,425,989) | (2,835,521) | (748,721) | |
| Unassigned Fund Balance | 3,845,369 | 1,422,161 | 1,355,222 | 1,209,382 | 1,082,201 | 1,181,323 | 1,064,262 |

Definitions:

Non-Spendable Fund Balance Reserve includes vacation and sick time accruals

Committed Fund Balance Reserve includes the building/capital reserve and an operational reserve of 5% of the budgeted expenditures for the year.

Assigned Fund Balance Reserve consists of the future commitments included in the five year projections that spend down from the fund balance.

Unassigned Fund Balance represents the difference between the total fund balance and all reserves above.

The reserve amounts above are determined and approved by the board each year during the budgeting process.

Assumptions Underlying Five Year Projections

- **Revenue:**
 - The budgeted revenue for all five years is based on a .500 millage rate.
 - This is not an increase in millage rate.
 - The current estimated reduction in the property tax base for FY 2013 is 2.45% resulting in a \$724,354 reduction in revenue for FY 2013.
 - The future property tax base value estimates from The Florida Office of Economic and Demographic Research are:
 - FY 2014 is estimated to increase by 1.0%
 - FY 2015 is estimated to increase by 3.7%
 - FY 2016 is estimated to increase by 4.3%
 - FY 2017 is estimated to increase by 5.3%
- **CBHC Funded Program Contracts:**
 - FY 2014 is budgeted at an additional 1 M to account for the fact that some of the FY 2013 contracts included planning and start up time.
 - The projections include additional new program expenditures in future years.
 - These amounts may be adjusted in the future if other assumptions change throughout the years.
- **Fund Balance:**
 - The budgets for fiscal years 2013 thru 2017 include a reduction in the fund balance.
 - The board has asked that there be a minimum balance of \$1 million in the unassigned fund balance for unanticipated activities.
 - The fund balance includes reserves listed on the second page of the document.
 - An additional \$100,000 is added to the committed fund balance reserve for projected capital projects each year through FY 2017.
 - The detailed estimated spending in the capital reserve area is provided below. These projects include the resurfacing of the parking lot, network/telephone system replacement, and air conditioning replacement.

**Children's Board of Hillsborough County
Capital Reserve Summary**



| | FY '13 Budget | FY '14 Budget | FY '15 Budget | FY '16 Budget | FY '17 Budget |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Capital Reserve Balance Budgeted | 320,116 | 420,116 | 451,672 | 551,672 | 412,406 |
| Budgeted Reductions: | - | (68,444) | - | (239,266) | |
| Budgeted Additions: | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Projected Capital Reserve Balance | 420,116 | 451,672 | 551,672 | 412,406 | 512,406 |

Children's Board of Hillsborough County

Board Fund Balance Policy

I. PURPOSE

- To establish and maintain reservations of Fund Balance, as defined herein, in accordance with Governmental Accounting Standards Board Statement No. 54 (GASB 54), Fund Balance Reporting and Governmental Fund Type Definitions.
 - The categories of Fund Balance, as defined by GASB 54, shall be composed of:
 - Non-spendable
 - Restricted
 - Committed
 - Assigned
 - Unassigned
 - The Children's Board of Hillsborough County's (CBHC) accounting procedures will determine the classifications for year-end fund balance categories.

II. CATEGORY DEFINITIONS PER GASB 54

- **Fund Balance** – The difference between assets and liabilities in a governmental fund.
 - **Non-Spendable Fund Balance**
 - The portion of fund balance that cannot be spent because of form or because it must be maintained intact.
 - Examples include:
 - Inventory
 - Long-term Receivables
 - Pre-paid Expenses
 - Compensatory Absences
 - **Restricted Fund Balance**
 - The portion of fund balance with limitations imposed by creditors, grantors, laws, regulations, or enabling legislation.
 - **Committed Fund Balance**
 - The portion of fund balance that can be used only for the specific purposes determined by a formal action (resolution) of the organization's highest decision making authority.
 - Commitments may be changed or lifted only by the organization taking the same formal action (resolution) that imposed the original constraint.
 - **Assigned Fund Balance**
 - The portion of fund balance that includes spendable amounts established by the board and functions as a declaration of the board's intent.
 - Funds in this category are neither considered restricted nor committed.
 - Intent can be expressed by the governing body or by an official or committee which the governing body delegated the authority.

- **Unassigned Fund Balance**
 - The residual portion of fund balance that has not been restricted, committed, or assigned and is available for general purposes.

III. CHILDREN'S BOARD RESERVATIONS OF FUND BALANCE

- **Non-Spendable Fund Balance**
 - This category will consist predominantly of:
 - Pre-Paid Expenditures
 - Long Term Receivables
 - Reserve for Compensatory Absences
 - The items and amounts in this category are determined during year end processes.
- **Committed Fund Balance**
 - Building and Capital Reserve
 - This amount is to be determined each year as part of the budgetary process.
 - This reserve is designated for use on projects of a capital nature such as building or building systems improvements and information technology infrastructure.
 - Minimal Operational Expenditures
 - CBHC will maintain a minimum committed fund balance of 5.01% of budgeted operating expenditures based on best practices as outlined by the Government Finance Officers Association.
 - This minimum amount will allow CBHC to maintain operations at times when cash outflow exceeds cash inflow, typically during the first two months of the fiscal year.
- **Assigned Fund Balance**
 - Amounts in this category to be determined each year as part of the budgetary process.
 - This category consists of future commitments included in the five year projections that spend down dollars from the fund balance.
- **Unassigned Fund Balance**
 - Represents the difference between the total fund balance and all other categories.

IV. ANNUAL REVIEW AND DETERMINATION OF FUND BALANCE POLICY

- Compliance with the provisions of this policy shall be reviewed annually.

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|---|---|--------------------------|---|----------------------|------------------|---------------------|-----------------|-----------------------|--|--------------------------------------|
| Alpha House of Tampa, Inc. | Homeless Pregnant/ Parenting Women & Teens expanded | C'Wide | \$ 371,966 | | \$ 371,966 | | | | Homeless pregnant and parenting adult women and foster care teens under 18 years old and their children | Parents as Teachers, Case management |
| Bay Area Legal Services | Children's Education Project (sub with Children's Home - SEEDS contract) new Successful Appeal | C'Wide | \$ 77,000 | | | | \$ 77,000 | | Dedicated attorney for civic legal services identified by case managers. | Legal services |
| Big Brothers Big Sisters of Tampa Bay, Inc. | East Tampa Mentoring Program new | N'Hood - East Tampa | \$ 65,000 | | | \$ 65,000 | | | East Tampa children in kindergarten through age 8 and siblings; children in high-need neighborhoods and low performing schools; children of incarcerated parents; children of military families; children affected by DV | Big Brothers Big Sisters of America |
| Big Brothers Big Sisters of Tampa Bay, Inc. | Sulphur Springs Mentoring Program new | N'Hood - Sulphur Springs | \$ 60,000 | | | \$ 60,000 | | | Sulphur Springs elementary children in kindergarten through age 8 and siblings; children in high-need neighborhoods and low performing schools; children of incarcerated parents; children of military families; children affected by DV | Big Brothers Big Sisters of America |
| Big Brothers Big Sisters of Tampa Bay, Inc. | West Tampa Mentoring Program new | N'Hood - West Tampa | \$ 75,000 | | | \$ 75,000 | | | West Tampa elementary children in kindergarten through age 8 and siblings; children in high-need neighborhood and low performing schools; children of incarcerated parents; children of military families; children affected by DV. | Big Brothers Big Sisters of America |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--|--|--------------------------|---|----------------------|------------------|---------------------|-----------------|-----------------------|---|---|
| Child Abuse Council, Inc. | Promoting Attachment and Family Education same as FY 12 | C'Wide | \$ 746,753 | \$ - | \$ 560,065 | | \$ 186,688 | | Families with children aged 0-5; Fathers, Couples/Parents, Single Parents and their children ages 0-8 who are at risk of abuse or neglect; non-English speaking families; Teenage parents and their children. | 1. Brazelton's Touchpoints Approach 2. Parents as Teachers 3. Boot Camps for New Dads 4. Nurturing Parenting Program 5. Nurturing Fathers Program |
| Child Abuse Council, Inc. | Layla's House new | N'Hood - Sulphur Springs | \$ 290,000 | | \$ 145,000 | | \$ 145,000 | | Parents and children in Sulphur Springs | 1. Brazelton Touchpoints Approach 3. Nurturing Parents Program 4. Baby Bungalow 5. FRANCO |
| Devereux Florida | Devereux Neighborhood new | N'Hood - Sulphur Springs | \$ 607,811 | | \$ 121,562 | | \$ 486,249 | | 1. Families with kids under age 8 living in Sulphur Springs 2. Community Residents 3. Youth | PCAT (Kindergarteners and their families in SS) YMCA READS! (1st & 2nd graders and their families in SS) Family Team Conferencing Youth Spring into Action (YSIA) Leadership Council (youth 13-18 in SS) Community Development |
| Drug Abuse Comprehensive Coordinating Office | Early Family Stabilization Service new | N'Hood - East Tampa | \$ 372,565 | \$ 18,000 | \$ 93,736 | | \$ 296,829 | | Families and children aged 0-8 in East Tampa whose parents are experiencing substance abuse - Potter and Oak Park Elementary Schools | Parenting Wisely, Strengthening Families, Nurturing Parents, Parents as Teachers, Substance Use Intervention, Medication Assisted treatment |
| Drug Abuse Comprehensive Coordinating Office | Saving Women & Children in the Prescription Epidemic Successful Appeal new | N'Hood - PBI | \$ 182,693 | \$ 5,148 | \$ 107,070 | | \$ 80,772 | | Pregnant women and women with children who have prescription drug addiction and their children. | Parents As Teachers; Case management; Developmental Screening |
| Early Childhood Council of Hillsborough County | Early Childhood Council same as FY12 | C'Wide | \$ 528,470 | \$ 5,000 | \$ 373,429 | | \$ 160,041 | | Young children birth to 5 who are at risk of developmental delays, disabilities or learning disorders. | Modified Help Me Grow Connecticut adaptation of Critical Time Intervention |
| Family Justice Center | Coordinated Community Response 33612 new Successful Appeal | N'Hood - Other (33612) | \$ 283,564 | \$ 4,125 | | | \$ 287,689 | | Children and families living in 33612 who are victims or at risk of domestic violence | Family Justice Center |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--|--|-------------------------------|---|----------------------|------------------|---------------------|-----------------|-----------------------|---|--|
| Federation of Families, CMH, Hillsborough County | Faith & Family Uplift Initiative for East Tampa (33610) new Successful Appeal | N'Hood - East Tampa | \$ 168,333 | \$ 6,000 | \$ 43,583 | | \$ 130,750 | | Children and families living in 33610 | Healthy Families, Faith-Based Outreach |
| Florida Institute for Community Studies - FICS | South Shores CARES new | N'Hood - Other (South Shores) | \$ 232,279 | \$ 5,000 | | \$ 130,503 | \$ 106,776 | | Families with children aged 4-8 living in South Hillsborough County (including zip codes 33598,33570,33572,and 33573) | Community Planning and Mentoring |
| Greater Palm River Point | Family Resource Center (sub with Healthy Start FRC Contract) expanded Successful Appeal | N'Hood - Other (Palm River) | \$ 173,307 | | | | \$ 173,307 | | Families with children living in Palm River | Family Support Center |
| Gulf Coast Jewish Families & Community Services, Inc. | Woman to Woman expanded | C'Wide | \$ 275,965 | | \$ 275,965 | | | | Pregnant teens or teen mothers and their infants | Modeled after Youth At Risk Nurturing Parent Program |
| Healthy Start Coalition of Hillsborough County | Safe Baby Plus Program new | C'Wide | \$ 360,663 | \$ 17,500 | \$ 302,530 | | \$ 75,633 | | all parents of newborns countywide | Structured on Mark Dias Program in PA |
| Healthy Start Coalition of Hillsborough County | Children's Board Family Resource Centers same as FY12 | C'Wide | \$ 2,099,924 | | \$ 1,469,947 | | \$ 629,977 | | Pregnant and parenting families with young children birth to age 8 and anyone in Hillsborough County | Evidenced informed practices of family support principles defined by Family Support America Strengthening Families approach |
| Healthy Start Coalition of Hillsborough County | Healthy Families of Hillsborough expanded | C'Wide | \$ 1,831,545 | \$ 30,000 | \$ 744,618 | \$ 744,618 | \$ 372,309 | | Any pregnant woman residing in Hillsborough County who is at risk for poor birth outcomes or any newborn at risk of abuse and neglect | Healthy Families America |
| Hillsborough County School Readiness Coalition, Inc. d/b/a Early Learning Coalition of Hillsborough County | Quality Counts for Kids expanded | C'Wide | \$ 2,000,000 | \$ 100,000 | | \$ 2,100,000 | | | Legally operating child care programs | Curriculum developed by ELCHC; based on best practices from other parts of the country. Some research to support different pieces of the program. ASO allocation is for Network of Inclusive Childcare provider payments |
| Hispanic Services Council, Inc. | La Red de Padres Activos new | C'Wide | \$ 413,191 | | | | \$ 413,191 | | Limited English-speaking parents of children ages 3-8 | (Parent Education and Support) Ninos Bien Educados Information and Referral |

Children's Board of Hillsborough County
FY 2013 Funding Recommendations

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--|---|---------------------|---|----------------------|------------------|---------------------|-----------------|-----------------------|--|--|
| Housing Authority of the City of Tampa | BRIDGES, a JUST Neighborhood Collaborative new | N'Hood - West Tampa | \$ 475,298 | \$ 50,000 | \$ 110,313 | \$ 136,577 | \$ 278,408 | | West Tampa families--focus on Just Elementary School | 1. BRIDGES 2. 24/7 Dad Program 3. Parent Leadership Training Institute (PLTI) 4. Triple P 5. Project Appleseed 6. Trauma Informed Care |
| Infant & Young Children of WCF, Inc. | Positive Development: A Healthy Steps Model new | C'Wide | \$ 927,571 | \$ 25,000 | \$ 666,800 | | \$ 285,771 | | Children birth through 5 and their families in targeted geographic areas | Healthy Steps for Young Children Parents as Teachers |
| Metropolitan Ministries, Inc. | Homeless Family Early Intervention Program new | C'Wide | \$ 1,287,160 | \$ 72,280 | \$ 435,021 | \$ 394,238 | \$ 530,182 | | Homeless families and families at risk of homelessness | Coordination / Case Management ~ Trauma Informed Care ~ Faith-based Partnerships ~Parent Mentor Program ~ Parent/Teacher Training ~ Child Social Skills Training ~Developmental Screenings ~ Outreach and Engagement ~ Home Visitation Model |
| Neighborhood Planning - East | Neighborhood Planning - East Successful Appeal new | N'Hood - East Tampa | \$ 150,000 | | \$ 49,500 | \$ 49,500 | \$ 51,000 | | Families with children in East Tampa | |
| Neighborhood Planning - West | Neighborhood Planning - West Successful Appeal new | N'Hood - West Tampa | \$ 150,000 | | \$ 49,500 | \$ 49,500 | \$ 51,000 | | Families with children in West Tampa | |
| Positive SPiN | E.A.C.H. One Initiative (33610) new Successful Appeal | N'Hood - East Tampa | \$ 245,863 | \$ 7,500 | | \$ 110,213 | \$ 143,150 | | Families with children in 33610 zip code | Family Team Conference; Strengthening Families; Tutoring |
| REACHUP, Inc. | Special Delivery Selected Prevention Services/ Doula expanded Successful Appeal | C'Wide | \$ 598,386 | | \$ 598,386 | | | | Pregnant and Post-Partum Women and their children | DOULA |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--|--|-----------------------------|---|----------------------|------------------|---------------------|-----------------|-----------------------|---|---|
| REACHUP, Inc. | BIHPI Get Smart new | N'Hood - East Tampa | \$ 140,790 | | \$ 25,342 | \$ 9,855 | \$ 105,593 | | Parents and family members of young children and other community stakeholders grassroots neighborhood organizations professionals who directly assist individuals/families | Positive Parenting Program (Triple P) America Family Violence training TtT curriculum Cultural Competency training Prime Time Sister Circles 24/7 Dad WorkWell NC Safe baby campaign Baby FAQs Health Literacy Consumer Financial Education Physical Fitness/Nutrition Activity groups for men |
| Seniors in Service of Tampa Bay, Inc. | Lowry Park Neighborhood new Successful Appeal | N'Hood - Other (Lowry Park) | \$ 226,201 | \$ - | \$ 54,514 | \$ 171,687 | | | Children aged 3-5 attending school at Egypt Lake and Cleveland Elementary schools in Head Start, ESE, ELP programs | Parents As Teachers; Multi-generational mentoring and tutoring |
| Tampa Metro Area YMCA (Contracted with CHI, MHC, FEC, REACHUP, BALS) | Partners of Hillsborough (Kinship Services Only) expanded Successful Appeal | C'Wide | \$ 610,896 | \$ 20,000 | \$ 189,269 | | \$ 441,627 | | Kinship families in Hillsborough County | Family Support and Case Management |
| Tampa Metropolitan Area YMCA | Sulphur Springs Initiative new | N'Hood - Sulphur Springs | \$ 275,000 | \$ - | | \$ 275,000 | | | Sulphur Springs neighborhood k-3rd grade SSES students and families | Positive Behavior Support - replicated in OST settings FAST |
| The Children's Home | SEEDS Program expanded - similar to FASST | C'Wide | \$ 1,914,219 | \$ 100,000 | | \$ 2,014,219 | | | Families with children aged 3-8 including Non-English-speaking, children born to teen and single parents, children of incarcerated parents, children of military families, homeless children, children affected by natural disasters, pregnant women at risk for poor birth outcomes. | 1. Case management 2. Family Group Conferencing |
| The Crisis Center of Tampa Bay, Inc. | Help Me Grow new Successful Appeal | C'Wide | \$ 451,016 | \$ - | \$ 451,016 | | | | Families with children aged 0-8 | Help Me Grow |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--|---|--------|---|---|------------------|---------------------|-----------------|---|---|--|
| University of South Florida / College of Behavioral and Community Sciences | Hillsborough HIPPY Parent Involvement Project expanded | C'Wide | \$ 1,141,417 | \$ 22,500 | | \$ 863,626 | \$ 300,291 | | Preschool children from low income non-English speaking, migrant and other minority families | HIPPY USA |
| CHILDREN'S BOARD OF HILLSBOROUGH COUNTY - CBHC ASO Flexible Funds (Funding levels are presented with above proposals) | Flexible funds identified in Preliminary Recommended Proposals | | | Funding requests are presented with above proposals | X | X | X | Funding requests are presented with above proposals | Families with children aged 0-8 and their siblings in Hillsborough County who are served by case managers | Flexible funds provide services and supports for children and families with qualified community vendors and providers. Funds are used by families with case managers as a "last resort" when no other funding source is available and support outcome achievement. |
| CHILDREN'S BOARD OF HILLSBOROUGH COUNTY - CBHC ASO Flexible Funds | Flexible funds for ASO reserve to support funded programs or neighborhood and innovative new programs (Original \$200,000 amount reduced to transfer \$28,125 to Bridge Funding 3 month contract.) | C'Wide | | \$ 171,875 | X | X | X | \$ 171,875 | Families with children aged 0-8 and their siblings in Hillsborough County who are served by case managers | Flexible funds provide services and supports for children and families with qualified community vendors and providers. Funds are used by families with case managers, including school social workers, as a "last resort" when no other funding source is available support outcome achievement. |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--|---|--------|---|----------------------|------------------|---------------------|-----------------|-----------------------|--|--|
| Other Funders Dollars Managed Through The ASO | Flexible funds county wide | | | \$ 1,056,500 | X | X | X | \$ 1,056,500 | Families involved in or at risk of entering the child welfare system, children identified with or at risk of mental health issues and their families, pregnant women and women with young children, families in financial crisis, and homeless youth | Flexible funds provide services and supports for children and families with qualified community vendors and providers. Funds are used by families with case managers, as a "last resort" when no other funding source is available. Funders include: Eckerd - \$630,000, DCF (through Success 4 Kids) - \$150,000, DCF BNET (through Success 4 Kids) - \$150,000, Healthy Start (through Success 4 Kids) - \$84,000, United Way - \$22,500 & Lazydays Foundation - \$20,000. Other funders are charged 10% administrative fee. |
| Hillsborough County School Readiness Coalition, Inc. d/b/a Early Learning Coalition of Hillsborough County | Match for federal School Readiness funding (incl. afterschool, licensing, special pops) | C'wide | \$ 1,763,239 | | | X | | \$ 1,763,239 | Children aged 0-8 in Hillsborough County who are eligible for subsidized child care, including afterschool care. | This amount is the required local match for federal school readiness funding. CBHC funds draw down additional revenue for every \$1 invested (\$1: \$16 for \$711,339 and \$1:\$1 for 898,000.) These funds provided child care for approximately 18,000 children this year. 100% of the CBHC funds are utilized for child care, including afterschool care, for families that are "working poor." An additional \$153,900 is allocated to serve homeless families with young children via the Metropolitan Ministries contract. More than 900 community childcare Providers participate in School Readiness |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|---|---|--------|---|----------------------|------------------|---------------------|-----------------|-----------------------|--|---|
| HOMELESS COALITION OF HILLSBOROUGH COUNTY, INC. | Match funding for Unity Information Network | C'wide | \$ 50,000 | | | | X | \$ 50,000 | Families who are homeless or at risk of homelessness | The Children's Board provides the required match for a grant from the federal Department of Housing and Urban Development (HUD). The CBHC funds leverage \$5.2 M in other HUD funds for our County. |
| CAMELOT COMMUNITY CARE, INC. | Children's Board Heart Gallery of Tampa Bay - community outreach and co-funding | C'wide | \$ 241,407 | | | | X | \$ 241,407 | Children in Hillsborough County who are eligible for adoption. | The Children's Board Heart Gallery is a leveraged investment with the child welfare system that raises awareness and educates the public about the Children's Board and children who need adoptive homes. |
| CHILDREN'S BOARD OF HILLSBOROUGH COUNTY - Social Enterprise | Business Plan Competition Awards | C'wide | \$ 40,000 | | X | X | X | \$ 40,000 | Nonprofit organizations in Hillsborough County | Sponsored by CBHC, the Innovative Business Plan Competition encourages and supports social enterprise business ventures by Hillsborough County non-profit organizations. The competition assists nonprofits in developing successful revenue generating streams for leverage. |
| CHILDREN'S MUSEUM OF TAMPA, INC. | Community outreach and family education | C'wide | \$ 96,575 | | | X | | \$ 96,575 | Children and families from throughout Hillsborough County | Children's Board sponsorship is visible throughout the museum through a "Children's Board Corner" in its printed newsletter, its website with more than 13,000 hits a month and a dedicated e-newsletter describing CBHC services to over 18,000 individuals. Child development & parent education signage with CBHC logos are integrated within exhibits that were seen by more than 250,000 visitors in its first year (50% are Hillsborough County residents). |

Children's Board of Hillsborough County
 FY 2013 Funding Recommendations

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|---------------------------------------|--|--------|---|----------------------|------------------|---------------------|-----------------|-----------------------|---|--|
| Capstone myOn Reader | Co-funding; early literacy | C'wide | \$ 100,000 | | | X | | \$ 100,000 | The on-line library is now available for all children in Hillsborough County from birth through Grade 8. | The Capstone myOn reader is an on-line library with real time assessment of individual and aggregate reading progress. The funding partners include Hillsborough County Public Schools (\$923,000), the Hillsborough County Library System, the United Way of Tampa Bay, the Tampa Housing Authority, the Early Learning Coalition, and BOCC Head Start. |
| TAMPA METROPOLITAN AREA YMCA, INC. | Partners of Hillsborough "Bridge" funding for child welfare diversion to end on 12/31/12 (Includes \$222,360 for contract award plus \$23,125 for ASO Allocation.) | C'Wide | \$ 222,360 | \$ 28,125 | | | X | \$ 250,485 | Children who are at risk for out of home placement in the child welfare system. | This program is a leveraged investment with Eckerd Community Alternatives and provides intensive prevention and early intervention services to children and families to keep them safe and out of foster care. |
| BOYS & GIRLS CLUBS OF TAMPA BAY, INC. | 21st Century Community Learning Centers Federal Grant Contract - Learning Centers | N'Hood | \$ 455,368 | | | X | | \$ 455,368 | 180 Elementary School-age children attending seven Title 1 schools (Potter, Lockhart, Edison, Just, West Tampa, Dunbar, and B.T. Washington) and St. Peter Claver Catholic School, including East and West Tampa PBI neighborhoods. | This federal grant from the Department of Education provides year-round out-of-school time programs and parent education. Uses federal funds from the only dedicated source for afterschool funds. |
| INSTRUMENTS OF CHANGE, INC. | 21st Century Community Learning Centers Federal Grant Contract - Music Program | N'Hood | \$ 26,100 | | | X | | \$ 26,100 | 180 Elementary School-age children attending seven Title 1 schools (Potter, Lockhart, Edison, Just, West Tampa, Dunbar, and B.T. Washington) and St. Peter Claver Catholic School, including East and West Tampa PBI neighborhoods. | Federal grant provides year-round out-of-school time programs and music education. Uses federal funds from the only dedicated source for afterschool funds. |

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|---|--|--------|---|----------------------|------------------|---------------------|-----------------|-----------------------|---|--|
| BIG BROTHERS BIG SISTERS OF TAMPA BAY, INC. | 21st Century Community Learning Centers Federal Grant Contract - Mentoring | N'Hood | \$ 30,000 | | | X | | \$ 30,000 | 180 Elementary School-age children attending seven Title 1 schools (Potter, Lockhart, Edison, Just, West Tampa, Dunbar, and B.T. Washington) and St. Peter Claver Catholic School, including East and West Tampa PBI neighborhoods. | Federal grant provides year-round out-of-school time programs and one-on-one mentoring. Uses federal funds from the only dedicated source for afterschool funds. |

TOTAL \$ 22,834,895 \$ 1,744,553 \$ 7,239,131 \$ 7,249,536 \$ 5,809,232 \$ 4,281,549

Total FY 2013 Contract + ASO \$ 24,579,448

% of FY 2013 Funding by Result Area 30% 30% 24% 16%

Total FY13 Provider Contracts from RFP Proposals \$ 19,809,846

Total FY13 CBHC ASO Allocations From RFP Proposals \$ 488,053

Total FY13 other ASO Allocations \$ 1,256,500

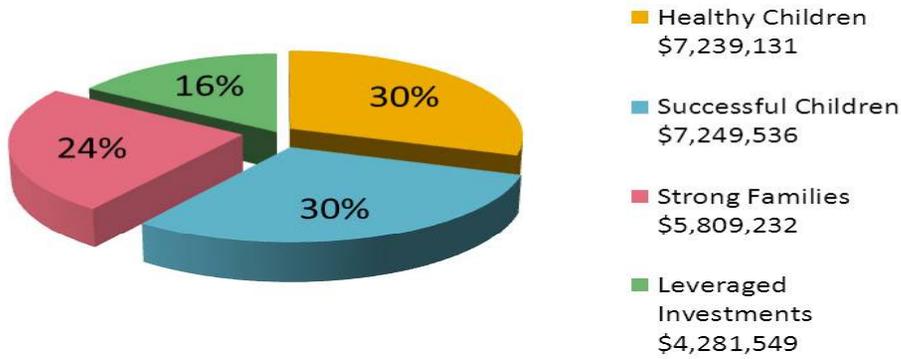
Total FY13 Contracts in Leveraged Investments \$ 4,281,549

Total FY 13 Program Funding \$ 24,579,448

**Children's Board of Hillsborough County
FY 2013 Funding Recommendations**

| Agency | Proposal | Type | Preliminary Recommended FY 13 Contract Amounts (excludes ASO) | FY 13 ASO Allocation | Healthy Children | Successful Children | Strong Families | Leveraged Investments | Target Population | Program model |
|--------|----------|------|---|----------------------|------------------|---------------------|-----------------|-----------------------|-------------------|---------------|
|--------|----------|------|---|----------------------|------------------|---------------------|-----------------|-----------------------|-------------------|---------------|

| | | | | | | | | | | |
|-------------------------------------|--|--|---------------|--------------|--------------|--------------|--------------|--------------|--|--|
| TOTAL | | | \$ 22,834,895 | \$ 1,744,553 | \$ 7,239,131 | \$ 7,249,536 | \$ 5,809,232 | \$ 4,281,549 | | |
| Total FY 2013 Contract + ASO | | | \$ 24,579,448 | | | | | | | |
| % of FY 2013 Funding by Result Area | | | | | 30% | 30% | 24% | 16% | | |



ACTION ITEM #2

Item: **Approve termination of Interlocal Agreement with Hillsborough County regarding Don Dixon's services**

Initiator: Pam Iorio, Interim Chief Executive

Date: Thursday, September 6, 2012, Regular Board Meeting

Approve recommendation to give 90 days' written notice to Hillsborough County to terminate the "First Amendment to the Interlocal Agreement between Hillsborough County and Children's Board" by which Children's Board employee Donald L. Dixon provides services to Hillsborough County.

Background:

- The Children's Board and Hillsborough County entered into an Interlocal Agreement dated February 16, 2011 which was amended in February 2012 by the First Amendment to extend Don Dixon's services with Hillsborough County to February 16, 2013.
- Termination of the Interlocal Agreement with Hillsborough County is part of the reorganization of the Children's Board staff.
- The Interlocal Agreement may be terminated by the Children's Board by giving 90 days' written notice to Hillsborough County.
 - A. Interlocal Agreement dated February 26, 2012
 - B. First Amendment to the Interlocal Agreement dated February 8, 2012

INTERLOCAL AGREEMENT
BETWEEN
HILLSBOROUGH COUNTY
AND
CHILDREN'S BOARD

This Interlocal Agreement ("Agreement") is made and entered into this 16th day of February, 2011, by and between Hillsborough County, Florida ("County"), a political subdivision of the State of Florida and the Children's Board of Hillsborough County, an independent special taxing district ("Children's Board").

WITNESSETH

WHEREAS, pursuant to Chapter 163, FLORIDA STATUTES, local governmental units are authorized to enter into Interlocal Agreements among and between themselves in order to make the most efficient use of their power by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, reduced resources, including lower sales tax revenue, property tax revenue and private sector funding, associated with the economic downturn have resulted in the need for providers of child and family services to create new ways of doing business through innovative funding and delivery of services and supports across service sectors and funding jurisdictions; and

WHEREAS, the County, Children's Board and multiple other stakeholder organizations in the delivery of services to children in Hillsborough County have collaboratively set short and long term goals in light of the above-referenced circumstances; and

WHEREAS, the County and Children's Board desire to enter into an Interlocal Agreement to advance those short and long term goals and simultaneously enhance the Children's Board's partnership with the County's delivery of services through its Family and Aging Services Department; and

WHEREAS, the County and Children's Board desire a seamless integration of the services the County provides to children into the comprehensive community based system of care for the County's children; and

WHEREAS, the County and Children's Board seek to maximize revenues, increase efficiencies, integrate and share data, and assess currently funded services and supports to children and their families; and

WHEREAS, the Children's Board currently employs Donald L. Dixon ("Mr. Dixon") as its Chief Operations Officer; and

WHEREAS, Mr. Dixon's knowledge base and experience uniquely equips him to assist the COUNTY in participating with the Children's Board and other stakeholder organizations in

developing and implementing new ways of doing business to better serve children and families;
and

WHEREAS, the Children's Board agrees to contract with the County for Mr. Dixon's services in the capacity of Director of the County's Children's Services Division of the Family and Aging Services Department; and

WHEREAS, the County and the Children's Board deem this Interlocal Agreement to be in the best interests of our community.

NOW, THEREFORE,

in consideration of the mutual terms, covenants and conditions set forth herein, the County and Children's Board hereto agree as follows:

FUNDING AND PROVISION OF SERVICES

The County agrees to pay the Children's Board the cost of the salary the Children's Board currently pays Mr. Dixon, based on his current annual salary of \$148,116.80, beginning February 17, 2011 and ending February 16, 2012. The County will pay this amount in monthly installments upon invoice from the Children's Board.

In consideration of the County's payments, the Children's Board shall loan Mr. Dixon's services to the County and the County may assign him as its Director of the Children's Services Division and other related assignments of the County's Family and Aging Services Department.

Mr. Dixon's services as Division Director may include, but are not limited to:

1. Oversight of all operations and staff of the Children's Services Division of the County's Family and Aging Services Department;
2. Lead responsibility for the County's role in implementing the short term action plan for the System of Care for Children and Families in Hillsborough County: To assess Board of County Commissioners-funded children's services in order to provide budget recommendations to the County Administrator for the next two-year funding cycle;
3. Lead responsibility for the County's role in implementing the long term action plan for the System of Care for Children and Families in Hillsborough County: To create a county-wide, cross-sector outcome-based planning and governance process that provides on-going oversight regarding the development and funding of effective services and supports for children, youth, and families in Hillsborough County;
4. Input to the County Administrator through the Director of the County's Family and Aging Services Department regarding the budget for fiscal years 2012 and 2013, including recommendations from the Children's Services Roundtable;
5. Implement Children's Services Roundtable recommendations as approved by the Director of the County's Family and Aging Services Department; and

6. Input and advice to the Director of the County's Family and Aging Services Department regarding all aspects of the County's provision of services to Hillsborough County's children and families.

The County will provide an office for Mr. Dixon at the Lake Magdalene campus of the Children's Services Division, as well as reasonably necessary resources to perform as Director.

Mr. Dixon shall remain the employee of the Children's Board at all times. Mr. Dixon's employment status (such as hire, transfer, fire, promote, demote or otherwise discipline) is solely determined by the Children's Board. The Children's Board shall maintain its responsibility for reviewing and evaluating Mr. Dixon's work performance. The County and Mr. Dixon agree that his County Supervisor, while he serves as Division Director, is the Director of the County's Family and Aging Services Department. The Director shall meet with Mr. Dixon on a quarterly basis to evaluate the goals and priorities of the Director of Children's Services Division. The County shall provide input to the Children's Board, within the timeframe and format requested, regarding Mr. Dixon's work performance based on the services provided to the County.

DIVISION DIRECTOR'S RESPONSIBILITIES TO THE COUNTY

Mr. Dixon agrees he will conform to all regulations and standards of professional conduct applicable to unclassified, management-level employees of the County. Mr. Dixon further agrees he will abide by all of the County's policies and procedures, including but not limited to Human Resources and Procurement policies. Mr. Dixon further agrees to abide by the Civil Service Law and Rules as they apply to any County employee under Mr. Dixon's supervision and/or direction.

Mr. Dixon shall submit to a security background investigation as outlined in Section 435.04, FLORIDA STATUTES, and complete an Affidavit of Good Moral Character prior to assuming duties as Division Director. Mr. Dixon's assumption of duties as Division Director is contingent on his successful completion of the aforementioned Affidavit. Mr. Dixon's assumption of duties as Division Director is also contingent on the result of the aforementioned investigation meeting the standards outlined in Section 435.04, FLORIDA STATUTES.

Mr. Dixon agrees to seek and obtain prior approval from the Director of the County's Family and Aging Services Department for preplanned absences from work.

EXECUTION, RECORDATION, DELIVERY AND FILING WITH THE CLERK

The County and Children's Board, each to the other, warrant and represent that the execution, recordation, and delivery of this Agreement has been duly authorized by all appropriate actions of their respective governments, and that this Agreement has been otherwise executed, recorded, and delivered by an authorized officer, as applicable.

The County and Children's Board agree that upon full execution of this Agreement, each will promptly execute and deliver such documents and instruments, and take such other actions as

may be reasonably required, including compliance with applicable law, to carry out the purpose and intent of this Agreement.

The County shall file and record this Agreement and any subsequent amendments with the Hillsborough County Clerk of the Hillsborough County Circuit Court, as provided by Section 163.01(11), FLORIDA STATUTES.

This Agreement may be executed separately by the County and Children's Board in two or more execution or "joinder" pages, all of which, together, shall constitute but one and the same instrument.

AGREEMENT PERIOD

This Interlocal Agreement shall be effective as of February 17, 2011 and shall expire on February 16, 2012, unless renewed and amended by the County and Children's Board prior to the expiration of this Interlocal Agreement or unless terminated pursuant to the Termination section of this agreement.

TERMINATION

The County may immediately remove Mr. Dixon from the performance of his duties without consultation or approval of the Children's Board and terminate this Interlocal Agreement.

The County will provide the Children's Board with written notice of the decision to terminate the Interlocal Agreement, along with an effective date of such action. The County will be responsible for Mr. Dixon's salary through the effective termination date.

If this Agreement is terminated before the Agreement period, the Children's Board will return any prepaid amounts under this Agreement to the County on a pro-rata basis.

This Interlocal Agreement may be terminated by the Children's Board by giving written notice of such termination to the County a minimum of ninety (90) days prior to the effective date of the termination.

NOTICES

Any notices, or other documents required to be delivered under this Agreement shall be delivered to the following addresses, unless or until the County and Children's Board provide written notice of a change of the identity or address of persons to whom notice shall be given:

Dave Rogoff
601 E. Kennedy Blvd.
25th Floor
Tampa, Florida 33602

Children's Board
Luanne J. Panacek
1002 East Palm Ave.
Tampa, Florida 33605

MUTUAL INDEMNIFICATION

The County, to the extent authorized by Section 768.28, FLORIDA STATUTES, shall indemnify, defend and hold the Children's Board harmless from all liabilities, claims, demands or actions at law and in equity that may hereafter at any time be made or brought by any one for the purpose of enforcing a claim on account of any injury or damage caused, in whole or in part, by any negligent or intentional wrongful act or omission of the county, its agents or employees during the performance of this Agreement. The Children's Board, to the extent authorized by Section 768.28, FLORIDA STATUTES, shall indemnify, defend and hold County harmless from all liabilities, claims, demands or actions at law and in equity that may hereafter at any time be made or brought by any one for the purpose of enforcing a claim on account of any injury or damage caused, in whole or part, by any negligence or intentional wrongful act or omission of the Children's Board, its agents or employees during the performance under this Agreement.

LAW COMPLIANCE

The County and the Children's Board shall comply with all applicable federal, state and local laws, rules, regulations and guidelines, relative to the performance of this Agreement.

MISCELLANEOUS PROVISIONS

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. This Agreement shall be construed equally against the County and Children's Board in recognition of the fact that each has had the opportunity of review and participation, by their respective counsel, in the preparation of this Agreement.

If, for any reason, any portion of this Agreement is held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Both parties acknowledge this Agreement is for the personal services of Mr. Dixon and no rights or obligations under this Agreement may be assigned, except upon written consent of the County and Children's Board.

The County and Children's Board agree that the failure of either the County or Children's Board to enforce the provisions of this Agreement does not constitute a waiver of the right to otherwise enforce such provision.

ENTIRITIES

This Agreement constitutes the entire Agreement between the County and Children's Board with respect to the matters herein contained and may be amended only by a written instrument duly authorized and executed by the County and the Children's Board.

IN WITNESS WHEREOF,

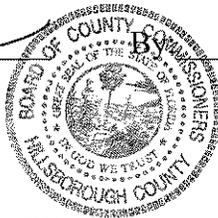
the parties hereto have caused these presents to be executed by their duly authorized officers.

ATTEST:

PAT FRANK
CLERK OF CIRCUIT COURT

COUNTY OF HILLSBOROUGH, FLORIDA
BOARD OF COUNTY COMMISSIONERS

By: Beverly Anne Miller
Deputy Clerk



Al Higginbotham
Chairman

Approved As To Form and
Legal Sufficiency

BOARD OF COUNTY COMMISSIONERS
HILLSBOROUGH COUNTY FLORIDA
DOCUMENT NO. 11-0188

By: Jennie Graham Langley
Renée Francis Lee, County Attorney

ATTEST:
CLERK OF THE
CHILDREN'S BOARD

CHILDREN'S BOARD OF HILLSBOROUGH
COUNTY

By: Yolanda Cotroneo
Yolanda Cotroneo, Clerk

By: Luanne Panacek
Luanne Panacek, Chief Executive Officer

By: Donald L. Dixon
Donald L. Dixon

Approved As To Form and
Legal Sufficiency

By: John W. Bakas, Jr.
John W. Bakas, Jr.
Board Attorney, Children's Board of Hillsborough County

**FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT
BETWEEN
HILLSBOROUGH COUNTY
AND
CHILDREN'S BOARD**

This First Amendment to the Interlocal Agreement ("Agreement") is made and entered into this 8th day of February, 2012, by and between Hillsborough County, Florida ("County"), a political subdivision of the State of Florida and the Children's Board of Hillsborough County, an independent special taxing district ("Children's Board").

WITNESSETH

WHEREAS, pursuant to Chapter 163, Florida Statutes, local governmental units are authorized to enter into Agreements among and between themselves in order to make the most efficient use of their power by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, the parties hereto entered into an Interlocal Agreement dated February 16, 2011 in order to contract for the services of Donald L. Dixon ("Mr. Dixon") in the capacity of Director of the County's Children's Services Division of the Family and Aging Services Department; and

WHEREAS, that Interlocal Agreement shall expire on February 16, 2012 unless renewed and amended by the County and the Children's Board prior to that expiration date; and

WHEREAS, the County and the Children's Board deem this Interlocal Agreement to be in the best interests of our community; and

WHEREAS, the County and Children's Board desire to extend and amend this Agreement.

NOW, THEREFORE, in consideration of the mutual terms, covenants and conditions set forth herein, the County and Children's Board hereto agree as follows:

1. FUNDING

The County agrees to pay the Children's Board the cost of the salary the Children's Board currently pays Mr. Dixon, based on his current annual salary of \$148,116.80, beginning February 17, 2012 and ending February 16, 2013. The County will pay this amount in monthly installments upon invoice from the Children's Board.

The County has the right to review invoices and determine whether the reasonableness of amounts invoiced as well as the services associated with the invoice are in compliance with this Agreement. The County is the sole determiner of these matters.

The County is not obligated to pay any portion of any invoice which is not in compliance with this Agreement.

2. Provision of Services

In consideration of the County's payments, the Children's Board shall provide Mr. Dixon's services to the County and the County may assign him as its Director of the Children's Services Division and other related assignments of the County's Family and Aging Services Department.

Mr. Dixon's services as Division Director may include, but are not limited to:

- A. Oversight of all operations and staff of the Children's Services Division of the County's Family and Aging Services Department;
- B. Lead responsibility for the County's role in implementing the short term action plan for the System of Care for Children and Families in Hillsborough County: To assess Board of County Commissioners-funded children's services in order to provide budget recommendations to the County Administrator for the next two-year funding cycle;
- C. Lead responsibility for the County's role in implementing the long term action plan for the System of Care for Children and Families in Hillsborough County: To create a county-wide, cross-sector outcome-based planning and governance process that provides on-going oversight regarding the development and funding of effective services and supports for children, youth, and families in Hillsborough County;
- D. Input to the County Administrator through the Director of the County's Family and Aging Services Department regarding the budget for fiscal years 2012 and 2013, including recommendations from the Children's Services Roundtable;
- E. Implement Children's Services Roundtable recommendations as approved by the Director of the County's Family and Aging Services Department; and
- F. Input and advice to the Director of the County's Family and Aging Services Department regarding all aspects of the County's provision of services to Hillsborough County's children and families.

The County will provide an office for Mr. Dixon at the Lake Magdalene campus of the Children's Services Division, as well as reasonably necessary resources to perform as Director.

Mr. Dixon shall remain the employee of the Children's Board at all times. Mr. Dixon's employment status (such as hire, transfer, fire, promote, demote or otherwise discipline) is solely determined by the Children's Board. The Children's Board shall maintain its responsibility for reviewing and evaluating Mr. Dixon's work performance. The County and Mr. Dixon agree that his County Supervisor, while he serves as Division Director, is the Director of the County's Family and Aging Services Department. The Director shall meet with Mr. Dixon on a quarterly basis to evaluate the goals and priorities of the Director of Children's Services Division. The County shall provide input to the Children's Board, within the timeframe and format requested, regarding Mr. Dixon's work performance based on the services provided to the County.

3. OBLIGATIONS OF CHILDREN'S BOARD AND MR. DIXON

The Children's Board agrees that while it is under Agreement with the County for Mr. Dixon's services that Mr. Dixon will be required to follow County policies and procedures; specifically:

- A. Conform to all regulations and standards of professional conduct applicable to unclassified, management-level employees of the County.
- B. Abide by all of the County's policies and procedures, including but not limited to Human Resources and Procurement policies.
- C. Abide by the Civil Service Law and Rules as they apply to any County employee under Mr. Dixon's supervision and/or direction.
- D. Execute all documents necessary to allow for a security background investigation as outlined in Section 435.04, Florida Statutes, and complete an Affidavit of Good Moral Character prior to assuming duties as Division Director. Mr. Dixon's assumption of duties as Division Director is contingent on his successful completion of the aforementioned Affidavit. Mr. Dixon's assumption of duties as Division Director is also contingent on the result of the aforementioned investigation meeting the standards outlined in Section 435.04, Florida Statutes.
- E. Obtain prior approval from the Director of the County's Family and Aging Services Department for preplanned absences from work.

4. **TERMINATION**

- A. This Agreement is subject to funding availability. In the event sufficient County funds to fund this Agreement become reduced or unavailable, the County may terminate this Agreement, without penalty or expense to the County, upon no less than twenty-four (24) hours written notice to the Children's Board. The County shall be the final authority as to the availability of County funds and how available funds will be allotted.
- B. Termination for breach: Unless the breach is waived by the County, in writing, the County may, by written notice to the Children's Board, terminate this contract upon no less than twenty-four (24) hours notice. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt. Waiver by the County of a breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement, and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement.
- C. In addition to the exercise of any other remedies available to it at law or in equity, the County may terminate this Agreement for the Children's Board's non-performance, as determined by the County, upon no less than twenty-four (24) hours written notice to the Children's Board.
- D. The County may immediately remove Mr. Dixon from the performance of his duties without consultation or approval of the Children's Board and terminate this Agreement.
- E. The County will provide the Children's Board with written notice of the decision to terminate the Agreement, along with an effective date of such action. The

County will be responsible for Mr. Dixon's salary through the effective termination date.

- F. If this Agreement is terminated before the Agreement period, the Children's Board will return any prepaid amounts under this Agreement to the County on a pro-rata basis.
- G. The Agreement may also be terminated by the Children's Board by giving written notice of such termination to the County a minimum of ninety (90) days prior to the effective date of the termination.

5. MAINTENANCE AND REVIEW OF RECORDS

The Children's Board shall maintain adequate records and accounts, including but not limited to property, personnel and financial records, and supporting documentation to assure a proper accounting for all County funds received under this Agreement for a period of six years from the date of final payment to the Children's Board under this Agreement or the termination of this Agreement, whichever occurs later. (Such six-year period is hereinafter referred to as the "Audit Period."). The County and its authorized agents shall have the right, and the Children's Board and its subcontractors, as applicable, will permit the County and its authorized agents, to examine all such records, accounts and documentation and to make copies thereof, and excerpts or transcriptions therefrom, and to audit all contracts, invoices, materials, accounts and records relating to all matters covered by this Agreement, including but not limited to personnel and employment records for the Audit Period. All such records, accounts and documentation shall be made available to the County and its authorized agents for audit, examination or copying purposes at any time during normal business hours and as often as the County may deem necessary during the Audit Period. The County's right to examine, copy and audit shall pertain likewise to any audits made by any other agency, whether local, state or federal. The Children's Board shall ensure that any subcontractor providing any services the County is required to provide under this Agreement shall recognize the County's right to examine, inspect and audit its records, accounts and documentation in connection with its provision of services required to be provided by the Children's Board under this Agreement. If an audit is begun by the County or other agency, whether local, state or federal, during the Audit Period, but is not completed by the end of the Audit Period, the Audit Period shall be extended until audit findings are issued. This Article shall survive the expiration or earlier termination of this Agreement.

6. GOVERNING LAWS

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and venue shall be in Hillsborough County, Florida.

7. EQUAL OPPORTUNITY CLAUSE

The Children's Board agrees to comply with the requirements of all applicable state, federal, and local laws, rules, regulations, ordinances and Executive Orders prohibiting and/or relating to discrimination, including but not limited to, Executive Order 11246, as amended and supplemented and 41 CFR § 60-1.4, and Hillsborough County Ordinance No. 00-37. All such

applicable state, federal and local laws, rules, regulations, ordinances and Executive Orders, including but not limited to Executive Order 11246, as amended and supplemented, 41 CFR § 60-1.4, and Hillsborough County Ordinance No. 00-37, are incorporated by reference herein.

At the time of execution of this Agreement by the Children's Board, the Children's Board shall submit the information required by Hillsborough County's Equal Employment Opportunity Affirmative Action Requirements, which are attached hereto as Exhibit A and made a part hereof.

8. INSURANCE

The Children's Board assumes any and all risks of personal injury and property damage attributable to the negligent acts or omissions of the Children's Board and the officers, employees, servants and agents thereof while acting within the scope of their employment by the Children's Board. The County assumes any and all risks of personal injury and property damage attributable to the negligent acts or omissions of the County and the officers, employees, servants and agents thereof while acting within the scope of their employment by the County. The Children's Board as a state agency, warrants and represents that it is self-funded for liability insurance, both public and property, with said protection being applicable to officers, employees, servants and agents while acting within the scope of their employment by the Children's Board. The County warrants and represents that it is self-funded for liability insurance, both public and property, with such protection being applicable to officers, employees, servants and agents while acting within the scope of their employment by the County. The Children's Board and the County further agree that nothing contained herein shall be construed or interpreted as (1) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (2) the consent of the State of Florida or its agents, agencies, and subdivisions, to be sued; or (3) a waiver of sovereign immunity of the State of Florida or its agents, agencies, and subdivisions, beyond the waiver provided in Section 768.28, Florida Statutes. Liability shall be subject to and limited by Florida Statute 768.28.

9. CONFLICT OF INTEREST

The Children's Board represents that neither it nor Mr. Dixon presently have any interest, and shall not acquire any such interest, financial or otherwise, direct or indirect, nor engage in any business transaction or professional activity; or incur any obligation of any nature which would impede or conflict in any manner with the performance of the scope of service required hereunder.

The Children's Board warrants to the County that no gifts or gratuities have been or will be given to any County employee or agent, either directly or indirectly, to obtain this Agreement.

10. DRUG FREE WORKPLACE

The Children's Board shall assure the County that it will administer, in good faith, a policy designed to ensure that the Children's Board is free from the illegal use, possession, or distribution of drugs or alcohol.

11. THIRD PARTY BENEFICIARIES/INDEPENDENT CONTRACTOR

This Agreement is for the benefit of Hillsborough County and the Children's Board. No third party is an intended beneficiary so as to entitle that person to sue for an alleged breach of this Agreement. The Children's Board acknowledges and agrees that it is acting as an independent contractor in performing its obligations hereunder and not as an agent, officer or employee of the County.

12. ACCESS TO RECORDS

The Children's Board shall comply with the requirements of Chapter 119, Florida Statutes, as applicable, with respect to any documents, papers, and records made or received by the Children's Board in connection with this Agreement.

13. POLITICAL ENDORSEMENT PROHIBITION

Pursuant to BOCC Policy No. 02.12.00.00, the Children's Board shall not engage in political activities that promote or oppose a specific candidate.

14. EXECUTION, RECORDATION, DELIVERY AND FILING WITH THE CLERK

The County and the Children's Board, each to the other, warrant and represent that the execution, recordation, and delivery of this Agreement has been duly authorized by all appropriate actions of their respective governments, and that this Agreement has been otherwise executed, recorded, and delivered by an authorized officer, as applicable.

The County and the Children's Board agree that upon full execution of this Agreement, each will promptly execute and deliver such documents and instruments, and take such other actions as may be reasonably required, including compliance with applicable law, to carry out the purpose and intent of this Agreement.

The County shall file and record this Agreement and any subsequent amendments with the Hillsborough County Clerk of the Hillsborough County Circuit Court, as provided by Section 163.01(11), Florida Statutes.

This Agreement may be executed separately by the County and the Children's Board in two or more execution or "joinder" pages, all of which, together, shall constitute but one and the same instrument.

15. AGREEMENT PERIOD

This Agreement shall be effective as of February 17, 2012 and shall expire on February 16, 2013, unless renewed and amended by the County and the Children's Board prior to the expiration of this Agreement or unless terminated pursuant to the Termination section of this agreement.

16. NOTICES

Any notices, or other documents required to be delivered under this Agreement shall be delivered to the following addresses, unless or until the County and the Children's Board provide written notice of a change of the identity or address of persons to whom notice shall be given:

Bart Banks
601 E. Kennedy Blvd.
25th Floor
Tampa, Florida 33602

Children's Board
Luanne J. Panacek
1002 East Palm Ave.
Tampa, Florida 33605

17. MUTUAL INDEMNIFICATION

The County, to the extent authorized by Section 768.28, Florida Statutes, shall indemnify, defend and hold the Children's Board harmless from all liabilities, claims, demands or actions at law and in equity that may hereafter at any time be made or brought by any one for the purpose of enforcing a claim on account of any injury or damage caused, in whole or in part, by any negligent or intentional wrongful act or omission of the county, its agents or employees during the performance of this Agreement. The Children's Board, to the extent authorized by Section 768.28, Florida Statutes, shall indemnify, defend and hold County harmless from all liabilities, claims, demands or actions at law and in equity that may hereafter at any time be made or brought by any one for the purpose of enforcing a claim on account of any injury or damage caused, in whole or part, by any negligence or intentional wrongful act or omission of the Children's Board, its agents or employees during the performance under this Agreement.

18. LAW COMPLIANCE

The County and the Children's Board shall comply with all applicable federal, state and local laws, rules, regulations and guidelines, relative to the performance of this Agreement.

19. MISCELLANEOUS PROVISIONS

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. This Agreement shall be construed equally against the County and the Children's Board in recognition of the fact that each has had the opportunity of review and participation, by their respective counsel, in the preparation of this Agreement.

If, for any reason, any portion of this Agreement is held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Both parties acknowledge this Agreement is for the personal services of Mr. Dixon and no rights or obligations under this Agreement may be assigned, except upon written consent of the County and the Children's Board.

The County and the Children's Board agree that the failure of either the County or the Children's Board to enforce the provisions of this Agreement does not constitute a waiver of the right to otherwise enforce such provision.

20. ENTIRETIES

This Agreement constitutes the entire Agreement between the County and the Children's Board with respect to the matters herein contained and may be amended only by a written instrument duly authorized and executed by the County and the Children's Board.

21. SURVIVABILITY

Any term, condition, covenant or obligation which requires performance by either party subsequent to termination of this Agreement shall remain enforceable against such party subsequent to such termination.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers.

ATTEST:



PAT FRANK
CLERK OF CIRCUIT COURT

COUNTY OF HILLSBOROUGH, FLORIDA
BOARD OF COUNTY COMMISSIONERS

By: Micah K. Ditt
Deputy Clerk

By: Ken Hagan
Ken Hagan, Chairman

Approved As To Form and
Legal Sufficiency

BOARD OF COUNTY COMMISSIONERS
HILLSBOROUGH COUNTY FLORIDA
DOCUMENT NO. 12-0132

By: Jennie Ganachant
Don Odom, Interim County Attorney

ATTEST:
CLERK OF THE
CHILDREN'S BOARD

CHILDREN'S BOARD OF HILLSBOROUGH
COUNTY

By: Yolanda Cotroneo
Yolanda Cotroneo, Clerk

By: Luanne Panacek
Luanne Panacek, Chief Executive Officer

Approved As To Form and
Legal Sufficiency

By: John W. Bakas, Jr.
John W. Bakas, Jr.
Board Attorney, Children's Board of Hillsborough County

EXHIBIT A

HILLSBOROUGH COUNTY EQUAL EMPLOYMENT OPPORTUNITY
AFFIRMATIVE ACTION REQUIREMENTS

ORGANIZATION NAME: _____

PROGRAM NAME: _____

ORGANIZATION CIVIL RIGHTS STATUS

All responding ORGANIZATIONS are requested to carefully review the following questions and provide responses as it relates to the ORGANIZATION'S own affirmative action and equal opportunity practices.

Please respond to the following:

1. *Provide a copy of the ORGANIZATION'S Affirmative Action Plan or Program. (If not submitted within the past twelve (12) months.)
2. Workforce Analysis by race/sex and EEO category.
3. If the ORGANIZATION receives federal/state/local funding, please list source and dollar amount.
4. Name of person designated as EEO representative.
5. Does the ORGANIZATION have a procedure for resolving discrimination complaints?
6. Has the ORGANIZATION been charged with discrimination within the past eighteen (18) months? If yes, how many charges, nature of charge; when; and where?
7. Does the ORGANIZATION anticipate hiring additional staff to perform this contract? If yes, please provide the number of positions and type of positions.
8. Please provide a copy of the ORGANIZATION'S Affirmative Action/Equal Employment Opportunity Policy Statement, signed and dated by the Chief Executive Officer. (If not submitted within the past twelve (12) months.)

*A written Affirmative Action Plan or Program is required if the ORGANIZATION has fifteen (15) or more employees.

**EXHIBIT A (continued)
EQUAL EMPLOYMENT OPPORTUNITY WORKFORCE ANALYSIS**

ORGANIZATION NAME: _____

| JOB CATEGORY* | TOTAL EMPLOYEES | | MALES | | | | | FEMALES | | | | |
|---------------------------|-----------------|-----|-------|-----|------|-----|----|---------|-----|------|-----|----|
| | MALE | FEM | WHT | BLK | HISP | API | AJ | WHT | BLK | HISP | API | AJ |
| OFFICIALS and MANAGERS | | | | | | | | | | | | |
| PROFESSIONALS | | | | | | | | | | | | |
| TECHNICIANS | | | | | | | | | | | | |
| SALES WORKERS | | | | | | | | | | | | |
| OFFICE and CLERICAL | | | | | | | | | | | | |
| CRAFTSMAN (SKILLED) | | | | | | | | | | | | |
| OPERATIVES (SEMI-SKILLED) | | | | | | | | | | | | |
| LABORERS (UNSKILLED) | | | | | | | | | | | | |
| SERVICE WORKERS | | | | | | | | | | | | |
| TOTAL | | | | | | | | | | | | |
| | | | | | | | | | | | | |

*JOB CATEGORIES AS PROVIDED HEREIN, ARE THOSE CATEGORIES IDENTIFIED AND USED IN EEO (1-6) REPORTING REQUIREMENTS REQUIRED FROM EMPLOYERS BY THE FEDERAL GOVERNMENT.

(DO NOT LEAVE THIS PAGE BLANK)

HISP: HISPANIC
API: ASIAN/PACIFIC ISLANDER
AI: AMERICAN INDIAN

EXHIBIT A (continued)

THE PROPOSER'S FAILURE TO COMPLETE THE REQUIREMENTS OF THESE
PAGES MAY RESULT IN THE REJECTION FROM PROJECT

EQUAL EMPLOYMENT OPPORTUNITY QUESTIONNAIRE

THE UNDERSIGNED ORGANIZATION, BY THE SIGNATURE OF ITS CORPORATE OFFICER BELOW REPRESENTS THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT. THE UNDERSIGNED ORGANIZATION BY THE SIGNATURE OF ITS CORPORATE OFFICER BELOW PROVIDES ASSURANCE TO HILLSBOROUGH COUNTY OF ITS COMPLIANCE WITH FEDERAL, STATE AND COUNTY AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. THE UNDERSIGNED ORGANIZATION FURTHER ASSURES THAT IT AND ITS SUBCONTRACTORS' AND SUBRECIPIENTS' FACILITIES ARE ACCESSIBLE TO THE HANDICAPPED (IF APPLICABLE).

IN WITNESS WHEREOF, this Equal Employment Opportunity Questionnaire is hereby signed as of the date indicated below.

ATTEST:

WITNESS

PRINTED NAME OF ORGANIZATION

WITNESS

BY:

SIGNATURE OF AUTHORIZED
CORPORATE OFFICER

DATE SIGNED

(DO NOT LEAVE THIS PAGE BLANK)

(REV 5/91) BID/EEOG

Don Dixon, Director, Division of Children Services

Children's Services Accomplishments from 2/17/11 - 9/30/11:

- Served 131 youths in Residential Group Care
- Served 230 youths in CINS/FINS Residential
- Served 447 youths in CINS/FINS Non-Residential
- Accomplished a 91% success rate 6 months after discharge for CINS/FINS youth served in our residential program.
- Downsized staff by 33 positions since January 1, 2011 while maintaining same level and quality of services
- Developed and disseminated a program description with a theory of change
- Successfully negotiated a daily rate increase with Hillsborough Kids, Inc.
- Received \$20,000 bonus increase from The Florida network for outstanding performance
- Developed contract with the Department of Juvenile Justice for 3 additional diversion beds
- Earned \$229,000 in Behavioral Overlay Services (BHOS)
- Successfully reduced Ad Valorem budget from \$8.4 million to \$6.9 million without a reduction in service levels or quality
- Successfully developed an innovative business plan with 3 options to be presented to the BOCC in January 2012.
- Held frequent town hall meetings with staff, thereby reducing employee complaints by 90%
- Eliminated routine searches and drug screens of youth
- Reduced calls to law enforcement calls by 60%
- Reduced "take-downs" of youth in the last 7 months to zero
- Held frequent town hall meetings with youth, thereby reducing complaints by 70%
- Established accelerated process for COA accreditation
- Improved relationship with HKI, The Volunteer league and Children's Services Advisory Board