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Juvenile Welfare Board Meeting : 1978 : 05 : 11 : Minutes

Juvenile Welfare Board of Pinellas County.

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Present: Mrs. Stephen D. Mullins, Vice Chairman; Mrs. James D. Eckert, Secretary; Judge Robert F. Michael; Judge Jack A. Page; and Mr. Joseph R. Ponds, Jr. Also present: Dr. Raymond L. Edwards, Executive Director; Mrs. Mary L. Broadwater, Administrative Secretary; Mr. William M. Markman, Business Administrator, and Mr. Frank P. Glackin, Attorney at Law.

In the absence of Dr. Coleman, Mrs. Mullins opened the meeting by requesting each person to take a moment to bow his head in silence.

Mr. Glackin and Dr. Edwards explained to the Board the content and implications of a number of Senate bills being considered in the present legislative session.

MOTION Approval of Mrs. Eckert moved, and Mr. Ponds seconded a motion which carried to follow the recommendation of the Executive Director in a resolution opposing the passage of Senate Bill 1001 on the basis that there is question as to the legality of furnishing funds for the council from Juvenile Welfare Board monies under the Juvenile Welfare Board enabling legislation; and that there is question as to the need for a Pinellas Social Services Council as set out in the bill.

MOTION Approval of Judge Michael moved, and Judge Page seconded a motion which carried to approve the minutes of April 13, 1978.

Mr. Carl Meisner, Mr. Bob Cintia, and Ms. Betty Smith were present from the Planning and Funding Unit; Mr. Will Michaels, from the Research and Evaluation Unit, Community Services component of the Juvenile Welfare Board; and Ms. Wanda Beck, Program Fiscal Monitor, Administration, Juvenile Welfare Board.

Mr. Meisner explained donor contracts with the Department of Health and Rehabilitative Services which involved Latchkey and Project Playpen.

MOTION Approval to Judge Michael moved, and Mrs. Eckert seconded a motion which carried to approve donor agreements with the Department of Health and Rehabilitative Services, one involving Project Playpen which reduced payments to be made by the Juvenile Welfare Board by $1,506.25; and one involving Latchkey Services for School Age Children in Pinellas County, Inc. which will require an amount of $3,887.50 and will utilize the recaptured $1,506.25, with the difference of $2,381.25 to be met from outside sources, if possible, otherwise to come from Program Development funds. The Latchkey agreement will run from May 15, 1978 - September 1, 1978. This motion authorized the Vice Chairman to sign both agreements.

MOTION Approval of Judge Page moved, and Mr. Ponds seconded a motion which carried to accept as part of the Juvenile Welfare Board personnel policy the guidelines for counseling in-house staff as follow:

I. Follow the Marriage and Family Unit Intake procedure.
   a. Meet eligibility requirements.
   b. Call for an appointment.
   c. Fill out Intake Form.
   d. Sign copy of Guides.
II. Use leave time for appointments.

III. Never discuss the counseling centered problems with the counselor outside the Marriage & Family Counseling office during normal working hours.

IV. Never discuss the counseling centered problems with other JWB staff during office hours. Discretion must be used at all times by the employee to protect the confidentiality of the counseling sessions.

V. Marriage and Family Unit will protect confidentiality. As an added protection, dictation will be transcribed by the Administrative Executive Secretary and the case file will be kept by the counselor, while the case is open, and by the co-ordinator or Executive Director once the case has been closed.

VI. Upon termination of counseling, the record will be sealed. If the employee reapplies for counseling, the record may be re-opened by the co-ordinator or the Executive Director only. The sealed record will not be opened for any other reason.

Counselor ___________________________ Employee ___________________________

Date ___________________________

MOTION Approval to Grant CYS Request

Mr. Ponds moved, and Judge Michael seconded a motion which carried to include in the draft 78-79 Juvenile Welfare Board program budget the two one-half time program workers requested by Community Youth Services, in addition to Juvenile Welfare Board staff recommendations for that agency.

While reviewing the Marriage and Family Counseling request, the Board expressed interest in how many counseling requests might originate from court referrals. Dr. Edwards plans to meet with Mrs. Nenabelle Dame, Coordinator of the Marriage and Family Counseling Unit, and with Judge Michael to consider the process involved, length of counseling time needed, etc. in cases referred by the court.

Two options for funding by the Juvenile Welfare Board had been recommended for the Upper Pinellas Association for Retarded Children. The Board requested staff to obtain feedback on which of the two options UPARC would prefer.

Mr. Michaels furnished information re the income of Pinellas Youth Homes families and the activities of Consumer Credit Counseling Service which the Board had requested at the last meeting.

Mr. Michaels explained a new proposed program efficiency criterion for rating applications for Juvenile Welfare Board funding. The Board decided to postpone action on this criterion, but, instead, to schedule a review of Juvenile Welfare Board criteria in the fall well before the next planning and funding cycle.

MOTION Approval of Reclassification of Position

Judge Michael moved, and Mrs. Eckert seconded a motion which carried to reclassify the Clerk Typist I position held by Mrs. Christine L. Grondin (Community Services) to that of Clerk Typist II (Grade 27 step 1 to Grade 28 step 1 - $7,578.48), effective April 1, 1978. The Board authorized Dr. Edwards to reevaluate this position in six months for reclassification to Secretary I and to take action as appropriate.
The employee recognition plan was deferred for further consideration by Administration.

The staff is working on a proposal for reducing and/or eliminating out-of-county travel for funded agencies in lieu of the introduction of local conferences which could be attended by many more people at equal or less cost.

Computer printouts of the budgetary program and financial report through March 1978 and Dr. Edwards' quarterly activities report from January 1, 1978 through March 31, 1978 were distributed.

The conference room daily usage for April 1978 was 56.

Mrs. Mullins declared the meeting adjourned.

The next meetings of the Juvenile Welfare Board will be at 9:30 a.m. as follow:

June 8, 1978 - Final 78-79 budget.
June 9, 1978 - Final 78-79 budget (if needed).

Mrs. James D. Eckert, Secretary