5-6-1976

Juvenile Welfare Board Meeting: 1976 : 05 : 06 : Minutes

Juvenile Welfare Board of Pinellas County.

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PRESENT: Dr. Robert E. Coleman, Jr., Chairman; Mrs. Stephen D. Mullins, Vice Chairman; Mrs. James D. Eckert, Secretary; Commissioner G. Patrick Iley; Judge Robert F. Michael; and Judge Jack A. Page. 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.

Dr. Coleman opened the meeting with prayer.

Miss Muriel McCord, who is retiring at the end of May, spoke to the Board about her work as Training Consultant for the Juvenile Welfare Board during the last three years and of her desire to have the Board place heavy emphasis upon the training component in the future.

Mr. Carl Meisner, assisted by Ms. Georgette Dabroski, discussed staff recommendations for the 1976-77 program request with the Board members.

MOTION Mrs. Mullins moved, and Commissioner Iley seconded a motion which carried to consider funding a percentage of the Girls Club of Pinellas County proposal during fiscal year 1976-77 in view of the preventive funding possibilities to be returned to the Board for further discussion of Pinellas County Request.

Dr. Edwards recommended against funding the Girls Club of Pinellas County.

The Board instructed Dr. Edwards to inform Mr. Muller of the Pinellas Association for Retarded Children that that agency should not give additional salary increases to PARC employees funded by the Juvenile Welfare Board and then expect the Juvenile Welfare Board to pick up the amount of salary increment the following fiscal year.

MOTION Judge Page moved, and Mrs. Mullins seconded a motion which carried to reininsert the three positions (2 Volunteer Friend and 1 Clerk/Typist) in the Volunteer Friend Program request, at least until the Board could look at the overall agency budget requests for 1976-77.

Dr. Edwards recommended against expanding the Volunteer Friend program in the Department of Health & Rehabilitative Services.

MOTION Judge Page moved, and Judge Michael seconded a motion which carried to add an amount of $25 per month per group home to the 1976-77 budget request from the Social & Economic Services Program for an Activity Fund.

Dr. Edwards recommended against including the Activity Fund allocation for the Group Home Program in the Department of Health & Rehabilitative Services.
Mr. Meisner recommended that the unallocated appropriations in the general areas (and amounts) be included in the 1976-77 program budget as follow: Day Care - $20,000; Specialized Foster Care - $25,000; Delinquency Prevention - $45,000; and Developmental Disabilities - $15,000; a total of $105,000.

MOTION Approval of Items Without Exception
Mrs. Eckert moved, and Judge Michael seconded a motion which carried to approve the items without exception as follow:

A. Minutes: of April 1, 1976, including authorization for Dr. Edwards to sign as secretary in Mrs. Eckert's absence.

B. Removal of Mrs. Dolores Rose (Playpen) from extended leave status.

C. Authorization for Mr. Glackin to explore tax shelter plan for Juvenile Welfare Board salaried staff.

MOTION Approval of Resolution re: Annuity
Judge Page moved, and Mrs. Mullins seconded a motion which carried to approve the following resolution: The Board approves in principle sponsoring a tax sheltered deferred annuity plan to be utilized by such of its employees as desire to participate and authorizes Mr. Glackin to take all necessary action as needed to develop this plan, and to qualify the plan with the Internal Revenue Service.

MOTION Approval of Lease for Clearwater Office
Judge Page moved, and Judge Michael seconded a motion which carried to have the Board sign a three year lease, with an option to renew for two years with the rent amount to be renegotiated, with the owner of the Clearwater office space.

MOTION Approval of Outstanding Merit Increment
Mrs. Mullins moved, and Mrs. Eckert seconded a motion which carried to approve an outstanding merit increment for Ms. Eva Barrett ($10,940.80 to $12,064), effective May 1, 1976.

MOTION Authorization to Advertise - Offset Printer
Commissioner Iley moved, and Judge Page seconded a motion which carried to authorize advertising for bids on an offset printer.

MOTION Authorization to Advertise - Bookkeeping Equipment
Judge Page moved, and Judge Michael seconded a motion which carried to authorize advertising for bids on bookkeeping equipment.

MOTION Authorization to Request Use of Excess Municipal Funds
Judge Page moved, and Commissioner Iley seconded a motion which carried to authorize Dr. Edwards to write to the Pinellas Board of County Commissioners requesting the use of any excess municipal funds in this year's budget for the upgrading of the streets surrounding the new Juvenile Welfare Board building, pointing out the public service nature of the building.
Mrs. Mullins moved, and Mrs. Eckert seconded a motion which carried
to approve a personnel policy re: sick leave payment upon termina-
tion of employment, to become effective May 1, 1976, as follows:

2. Sick Leave. Sick leave is granted to an employee for the fol-
lowing reasons:

His/her own illness.
The illness of a close relative or member of the household.
The death of a close relative or member of the household.

An employee accrues sick leave at the rate of one (1) day per
month worked. Regular full and part-time employees accrue sick
leave from date of employment and may use such leave as earned.

Regular part-time employees earn sick leave in the same propor-
tion as their work bears to full-time employment. Temporary em-
ployees do not earn sick leave.

The first three days (or portion thereof) of unused sick leave
may be converted to annual leave at the start of the fiscal year.
These days must be used within the following fiscal year and can-
not be accrued from year to year.

Should an employee terminate within the first year of employment,
that employee will not receive any credit for unused sick leave.
If the employee terminates after one year of employment, he/she
will receive up to sixty (60) days maximum credit for unused sick
leave based upon the following terms of employment:

<table>
<thead>
<tr>
<th>Years of Employment</th>
<th>Credit</th>
<th>% Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>One (1)</td>
<td>five (5)</td>
<td></td>
</tr>
<tr>
<td>Two (2)</td>
<td>ten (10)</td>
<td></td>
</tr>
<tr>
<td>Three (3)</td>
<td>fifteen (15)</td>
<td></td>
</tr>
<tr>
<td>Four (4)</td>
<td>twenty (20)</td>
<td></td>
</tr>
<tr>
<td>Five (5)</td>
<td>twenty-five (25)</td>
<td></td>
</tr>
<tr>
<td>Six (6)</td>
<td>thirty (30)</td>
<td></td>
</tr>
<tr>
<td>Seven (7)</td>
<td>thirty-five (35)</td>
<td></td>
</tr>
<tr>
<td>Eight (8)</td>
<td>forty (40)</td>
<td></td>
</tr>
<tr>
<td>Nine (9)</td>
<td>forty-five (45)</td>
<td></td>
</tr>
<tr>
<td>Ten (10) or more</td>
<td>fifty (50)</td>
<td></td>
</tr>
</tbody>
</table>

A lump sum payment will be made at time of termination. Should an
employee become deceased, payment will be made to the beneficiary.

For the purpose of this rule, termination refers to an employee's
separation from employment excluding dismissal for unsatisfactory
performance or gross misconduct.

Mr. Markman stated that the recent audit had once again commented on the maintaining of
the trust fund to the extent that its purpose and nature should be more clearly defined
by the Board. Mrs. Mullins requested additional information on the trust fund at a
later date.

Judge Page moved, and Commissioner Iley seconded a motion which car-
ried to note that the Chairman requested the Board members to review
the audit and reply.
Mr. Markman reviewed the Program Budgetary Report for April with the Board.

Dr. Edwards commented that financial disclosure forms had been distributed to each Board member, as well as to Mr. Markman and himself, to be completed and returned to the Clerk of the Circuit Court of Pinellas County in Clearwater by noon on July 15, 1976.

**MOTION Authorization of Letter to Governor**

Mrs. Mullins moved, and Judge Page seconded a motion which carried to authorize a letter to be sent to the Governor over Mrs. Mullins' signature recommending the reappointment to the Board of Dr. Coleman and Mrs. Eckert, whose terms of office expire July 18, 1976 and August 11, 1976, respectively.

**MOTION Approval to go on Record as Opposing Zoning Change**

Mrs. Mullins moved, and Judge Page seconded a motion which carried to formally go on record as being an opponent of a rezoning application on property lying on the north side of 42nd Avenue about 150 feet west of 49th Street North (adjacent to the site of the new Juvenile Welfare Board office building) on the basis that it is an unnecessary expansion of commercial zoning.

Mrs. Eckert and Commissioner Iley abstained from voting on the above motion.

**MOTION Authorization for Attorney to Take Action on Zoning, if Necessary**

Judge Page moved, and Judge Michael seconded a motion which carried to authorize the Board Attorney to look into the zoning at the new building site to be sure that the entire block is zoned P-1, Professional Office District, and, if not, to take the necessary action. The Board indicated a willingness to give up the C-2 zoning on property fronting on 49th Street.

Mrs. Eckert abstained from voting on the above motion.

**MOTION Authorization for Director to Explore Reimbursement Procedure**

Judge Page moved, and Mrs. Mullins seconded a motion which carried to authorize Dr. Edwards to explore the transfer of additional outside agency staff from direct salary payment to an agency reimbursement basis.

**MOTION Designation of Members to Advisory Committee**

Judge Page moved, and Mrs. Eckert seconded a motion which carried to designate Mrs. Holland as the Board member to serve on the Advisory Committee of the George H. Finck Memorial Fund for Children, together with Dr. Edwards as the Administrative staff member, and Mrs. George H. Finck.

Commissioner Iley left the meeting, and since Dr. Coleman had to leave shortly thereafter, Mrs. Mullins chaired the remainder of the discussion.

Dr. Edwards presented a 1976-77 budget request for the Juvenile Welfare Board Administration, Community Services and Marriage and Family Counseling units.

The Board noted the report of children in care and the activity reports.

The next meetings of the Juvenile Welfare Board will be at 9:30 a.m. at the indicated sites: May 27 - at JWB Conference Room - Review draft of 1976-77 budget. June 3 - at Juvenile Detention Center - Final adoption of 1976-77 budget.