Juvenile Welfare Board of Pinellas County.

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JUVENILE WELFARE BOARD

Regular Meeting - June 7, 1979

PRESENT: Dr. Robert E. Coleman, Jr., Chairman; Commissioner John Chesnut, Jr.; Mrs. Helen W. Herman; Mrs. H.W. Holland; Judge Robert F. Michael; Judge Jack A. Page; and Dr. Gus Sakkis. Also present: Dr. Raymond L. Edwards, Executive Director; Mrs. Mary L. Broadwater, Administrative Secretary; Mr. William M. Markman, Business Administrator; Mrs. Wanda Beck, Program Fiscal Monitor; and Mr. Frank P. Glackin, Attorney at Law.

Dr. Coleman asked Judge Michael to open the meeting with prayer.

In the absence of Mrs. Eckert, Dr. Edwards served as secretary.

Mr. Carl E. Meisner and Mrs. Chris L. Grodin were present from the Planning and Funding unit. Mr. Meisner explained the differences in the draft budget and the staff recommendations which had been presented at the May 3, 1979 meeting. He also informed the Board that the draft budget would need to be adjusted to show increased insurance premiums for three agencies - Pinellas County License Board ($865), Project Playpen ($509), and Youth Services System Advisory Council ($102).

Judge Page arrived during the beginning of the above discussion, and Mr. Glackin near the close.

MOTION  Approval of Additional Funds in Draft Budget
Dr. Sakkis moved, and Mrs. Herman seconded a motion which carried to follow the recommendation of staff in approving the inclusion of an additional $1,181 in the Latchkey draft budget to cover reclassification of two positions.

MOTION  Approval of DMHB Allocation in Draft Budget
Mrs. Holland moved, and Dr. Sakkis seconded a motion which carried to approve the recommendation of staff to allocate an amount of up to $7,310 in the 1979-80 draft budget to District Mental Health Board to provide local match for institutional care of severely emotionally disturbed Pinellas County children.

MOTION  Approval to Follow Recommendation of Staff in Denial of Request
Mrs. Herman moved, and Mrs. Holland seconded a motion which carried to follow the recommendation of staff to deny funds requested by Stepping Stone, Inc. for a 1979 summer program.

MOTION  Approval of Behavioral Consultation Service Request
Judge Page moved, and Dr. Sakkis seconded a motion which carried to approve the recommendation of staff to allocate from Contingency the amount of $17,923 to provide match for Law Enforcement Assistance Administration continuation grant #77-A1-13-FD01 extending the grant period from August 15, 1979 through September 30, 1979.

MOTION  Approval of St. Pete. Free Clinic Request
Judge Michael moved, and Mrs. Herman seconded a motion which carried to approve the recommendation of staff to enter into agreements as necessary for the St. Petersburg Free Clinic to provide matching funds of up to $10,000 from Program Development Funds for the period June 1, 1979 through September 30, 1979. In accordance with the Board’s policy, the Executive Director is authorized to sign these agreements.
The Board preferred not to take any action on the Eckerd Camps Program at this time.

MOTION
Approval to
Match Funds for Homemaker Program
Mrs. Herman moved, and Dr. Sakkis seconded a motion which carried to approve the recommendation of staff to utilize $2,855.25 from the 1978-79 allocation to Family Counseling Center Homemaker to match Title XX funds in support of the Family Counseling Center Homemaker Program (for the period July 1, 1979 through September 30, 1979) and to have the Juvenile Welfare Board Executive Director execute the contract in accordance with established Board policy.

MOTION
Approval to Add $38,000 to Contingency Fund in 1979-80 Draft Budget
Judge Page moved, and Judge Michael seconded a motion which carried to approve the addition of $38,000 to the Contingency Fund in the 1979-80 draft budget.

MOTION
Approval of 1979-80 Budget
Dr. Sakkis moved, and Judge Michael seconded a motion which carried to approve the proposed program funding budget for 1979-80 as amended and to certify it to the Board of County Commissioners. The final dollar figure and estimated millage to incorporate necessary changes were to be computed by the Executive Director and a copy of the final program budget for 1979-80 made a part of the official minutes of this meeting.

Dr. Sakkis left the meeting.

MOTION
Authorization to Increase Bulk Rate Deposit
Mrs. Holland moved, and Judge Page seconded a motion which carried to authorize increasing the bulk rate deposit from $300 to $500.

MOTION
Approval of Purchasing Policy Change
Judge Michael moved, and Mrs. Holland seconded a motion which carried to approve changes in the Juvenile Welfare Board purchasing policy to coincide with the County's policy as follow:

Quotation and Bid Requirements:

1. Orders totaling less than $200: None required. Orders may be placed with specific vendors based upon agency experience and knowledge of pricing factors.

2. Orders from $200, but less than $2,000: Minimum of three (3) telephone quotations required. Tabulation sheet must be attached to order for backup information.

3. Orders from $2,000, but less than $5,000: Minimum of three (3) written quotations required. Tabulation sheet must be attached to order for backup information.

4. Orders in excess of $5,000: Formal bid procedure required with submission to the Juvenile Welfare Board for approval.

In those instances where competitive pricing cannot be obtained (single source items, etc.) a tabulation sheet must be attached to purchase order and such information clearly set forth justifying non-receipt of competitive quotations. In items (1), (2), and (3) above, purchase order may be
MOTION
Authorization to Dispose of Boyd House

Mrs. Holland moved, and Judge Michael seconded a motion which carried to authorize Mr. Markman to proceed with plans to move or tear down the Boyd house at no cost to the Juvenile Welfare Board.

The Board asked that Mr. Markman bring back other figures on the parking lot usage.

MOTION
Approval of Change in Inventory Control

Judge Michael moved, and Mrs. Herman seconded a motion which carried to approve the removal of all items valued at less than $50 from the fixed assets inventory, in keeping with County policy.

Dr. Coleman welcomed Ms. Marcia Slacum, a reporter from The St. Petersburg Times, and then asked Mrs. Holland to preside for the remainder of the meeting, since he had to leave.

MOTION
Approval of Minutes

Commissioner Chesnut moved, and Mrs. Herman seconded a motion which carried to approve the minutes of May 3, 1979; May 8, 1979; and May 14, 1979 (with addenda consisting of the Final Order and the Dissent).

Mr. Glackin and Dr. Edwards plan to meet with other agencies which employ family counselors and then ask the Legislative Delegation to sponsor a bill giving psychological counselors privileged communication.

The Board members felt that the Personnel Practices Manual used by the Juvenile Welfare Board needed considerable change and instructed Dr. Edwards and Mr. Glackin to make suggested changes (after checking the County criteria), submit the result to the staff Personnel Committee and to the Board Personnel Committee, and then bring to the Board. Practices involving the handling of grievances and termination of employees particularly need adjustment.

MOTION
Approval to Award Printing Contract

Mrs. Herman moved, and Judge Michael seconded a motion which carried to approve awarding the contract for the Juvenile Welfare Board History to the lowest bidder (Central Printers) in the amount of $6,235, with $3,235 to be transferred from Contingency to the Community Services Printing line item.

Mr. Will M. Michaels was present from the Research and Evaluation unit to answer questions from the Board re The National Family Impact Study Project.

MOTION
Authorization to Submit Proposal to Participate in Pilot Study

Judge Page moved, and Mrs. Herman seconded a motion which carried to authorize the Juvenile Welfare Board to submit a proposal to participate in The National Family Impact Study Project with a strong recommendation that the study address improvement of foster care. If the grant is awarded to the Juvenile Welfare Board, the $11,539 (50% of cost) would come from Program Development Funds during the 1979-80 fiscal year.

Dr. Edwards noted that the Juvenile Welfare Board had received an award from The National Association of Counties for The State of the Child Plan.

House Bill 1096 (to authorize the Juvenile Welfare Board up to 1.0 mill subject to referendum) has passed the House and the Senate and become law without the signature of the Governor and now requires passage at a local referendum to be implemented.
Dr. Edwards suggested that discussion of the Board utilizing outside help in planning a campaign to push for passage at the referendum be tabled until September.

The conference room daily usage for May was 55.

Dr. Edwards informed the Board that Ms. Fran Booker, the Family Day Care Home secretary for the License Board and an employee since 1965, had resigned.

**MOTION**

Judge Page moved, and Mrs. Herman seconded a motion which carried to reclassify a position in the Pinellas County License Board from Clerk-Typist I to Clerk-Typist II, effective July 1, 1979, to come from lapse funds in the License Board.

The Board indicated that Dr. Edwards and Mr. Glackin should review the nature of items needing Board attention and eliminate the practice of bringing unnecessary administrative matters before the Board.

Dr. Edwards informed the Board that Mr. Gerald Greenman, Marriage and Family counselor, had resigned.

**MOTION**

Judge Page moved, and Mrs. Herman seconded a motion which carried to authorize Mrs. Ruth Coppinger, Marriage and Family counselor, to work full time (rather than 80% time) during June, July and August, 1979, with funds to come from Contingency at the end of the fiscal year if funds are not available in the Marriage and Family Counseling unit budget.

Dr. Edwards noted that Dr. R.J. Doody, formerly Outreach Counselor with the Marriage and Family Counseling unit, had been designated Training Consultant in the Community Services unit, effective June 1, 1979.

Mrs. Holland declared the meeting adjourned.

The next meetings will be: September 6, 1979 - Review agency agreements, 1979-80 meeting schedule - to be held in new Clearwater office, 2189 Cleveland, Bldg. K., Suite 226. Map will be provided in September packet of materials. October 4, 1979 - Election of officers.

Raymond L. Edwards, Ph.D., Acting Secretary