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Juvenile Welfare Board Meeting: 1983 : 07 : 14 : Minutes

Juvenile Welfare Board of Pinellas County.

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PRESENT: Mrs. Mary Wyatt Allen, Chairman; Mrs. Mary Frances Byrkit, Vice Chairman; Dr. Calvin D. Harris, Secretary; Mrs. Helen W. Herman; and Judge Jack A. Page. Also present: Dr. Gus Sakkis, Interim Director; Mrs. Mary Laura Broadwater, Executive Secretary; and Mr. Terry A. Smiljanich, Attorney at Law.

Mrs. Allen called the meeting to order.

MOTION Approval of Minutes Dr. Harris moved, and Mrs. Byrkit seconded a motion which carried unanimously to approve the minutes of the regular meeting of June 9, 1983 as mailed.

Mr. Smiljanich updated the Board on the Edwards litigation and the Baker litigation.

The Board members discussed the information that Mr. Smiljanich had left the firm of Greene, Mann, Rowe to form his own firm.

MOTION Approval to Retain Mr. Smiljanich Dr. Harris moved, and Judge Page seconded a motion which carried unanimously to retain Mr. Terry A. Smiljanich as general counsel for the Juvenile Welfare Board.

MOTION Approval to Accept Contract Mrs. Byrkit moved, and Mrs. Herman seconded a motion which carried unanimously to accept the contract with Mr. James E. Mills for Executive Director of the Juvenile Welfare Board as explained by Mr. Smiljanich, together with understandings as contained in the memorandum from Mrs. Allen to Mr. Mills which accompanies the contract. This motion also empowered the Chairman to sign the contract for the Board.

MOTION Adoption of Executive Director Job Description Dr. Harris moved, and Mrs. Herman seconded a motion which carried unanimously to adopt the job description for the executive director position as presented and to make it an official part of the Board policies.

Mr. Smiljanich left the meeting after thanking the Board for its confidence in him.

MOTION RFP on Audits Mrs. Herman moved, and Dr. Harris seconded a motion which carried unanimously to put out a request for proposal for the annual audit, with the understanding that the Juvenile Welfare Board is interested in the management report part of the audit.

Dr. Sakkis requested that staff get direction from the Board members as to what audit specifics interest them before issuing the proposal.

The Board noted the Personnel Report for June 1983.

MOTION Adoption of Reorganization Mrs. Byrkit moved, and Judge Page seconded a motion which carried unanimously to adopt the staff recommendation on the Administrative Services reorganization, which included the following personnel changes: Mrs. Carol Gurnells to Supervisor, Office Services (pay grade 37 - $19,350); Mrs. Sue Walterick to Supervisor, Finance (pay grade 37 - $17,821); Ms. Linda Doran to Computer Operator (pay grade 32 - $11,411); Mrs. Gayla Larkin retains title of Administrative Assistant (to pay grade 37 - $16,214); and Mrs. Pauline Mallory to Word Processor (pay grade 30 - $9,723). The first two position changes
are effective retroactive to February 1, 1983; the remaining three are effective August 1, 1983. Funds are to come from lapse.

Dr. Sakkis informed the Board that there is money in the preliminary budget for 1983-84 for an additional secretary in the Research and Evaluation Department, but this position will not be filled until an assessment is made later on.

The Board reviewed the current investment report, the June transfers, and the site audit summaries.

Mr. Bill Hicinbothem, Director of Administrative Services, reviewed the tentative budget proposal for fiscal year 1983-84 with the Board.

**MOTION**

 Judge Page moved, and Dr. Harris seconded a motion which carried unanimously to accept the staff recommendation of millage of not more than .4855 to be used in figuring the budget for fiscal year 1983-84.

Dr. Harris left the meeting, and a quorum was no longer in effect.

The item on expansion of Juvenile Welfare Board policy regarding scope of programs funded will be brought back to the August meeting.

Mrs. Allen reported that the Policy Committee had met to review the Executive Summary of the Mental Health Residential Services Needs Assessment report. Her understanding of the Committee consensus was to recommend adoption of the parts of the report dealing with catalytic action to attempt to improve communication, situations with waiting lists, etc., but to hold over that portion dealing with the financial area until the August 2 and 3 budget workshops. Mr. Will Michaels, Director of Research and Evaluation, went over the comments that had been received from some of the Steering Committee members after the Executive Summary had gone out to the Board. The consensus of the four Board members present was to encourage the implementation of this program, to adopt it in principle until the Board sees what other kinds of changes come forth, and to remand it to the proper staff in order to continue the planning, with Research and Evaluation involved in the policy portion, and Planning and Funding in the programmatic aspect.

Mr. Michaels reviewed the Comprehensive Juvenile Welfare Board Needs Assessment. Action on this report will be held over until August.

Dr. Sakkis called attention to the staff activity reports, the media items, and the site visit report.

Mr. Carl Meisner, Director of Planning and Funding, reviewed the legislative update.

Dr. Sakkis called attention to the budgetary program report through June 1983 and three letters from funded agencies.

Mrs. Allen noted the reports pending for the months of August and September and the August meetings, and then declared the meeting adjourned.

The next meetings will be: August 2, 1983, 7:00 p.m. - budget workshop; August 3, 1983, 7:00 p.m. - budget workshop (if necessary); August 11, 1983, 9:30 a.m. - regular meeting.