



AGENDA REPORT
December 4, 2018

Adoption, Re: Together in Partnership Advisory Board Resolution

SUBJECT:

Adoption, RE: Resolution extending the Sunset date of the Together in Partnership (TIP) Community Advisory Board until December 4, 2021.

FISCAL IMPACT:

FY 18/19 - There will be no additional impact to General Fund. Funds for approximately 100 hours of staff support (\$2,706) for Together In Partnership (TIP) have been included in the BOCC approved budget.

FY 19/20 - There will be impact to the General Fund of approximately \$2,706 or 100 hours of staff support for TIP.

DEPT/OFFICE:

Housing and Human Services

REQUESTED ACTION:

It is requested that the Board of County Commissioners approve the revised Resolution and extend the sunset date of the Brevard County Together in Partnership Advisory Board until December 4, 2021.

SUMMARY EXPLANATION and BACKGROUND:

Together in Partnership (TIP) has a proven history of success with bringing together community partners since 1999. While TIP is not specifically mandated by State or Federal regulations, by facilitating this community partnership the Board of County Commissioners (BOCC) provides the framework, oversight, and legitimizes efforts to build community-lead solutions to sustain endeavors associated with the reduction of domestic violence, child welfare issues, juvenile justice impacts, mental health, and substance abuse. TIP affords these agencies the opportunity to work together to enhance services for Brevard, maximize resources, seek additional funding, and reduce service duplication. TIP not only ensures accountability and transparency but it allows the communities non-profits to leverage that oversight in applications for grant and donor funding.

TIP serves as the originating point for community strategic planning initiatives for the Department of Children and Families, Brevard Family Partnership, and the Department of Juvenile Justice. TIP serves to fulfill the statutory requirements of FS 20.19 which requires a Community Alliance that establishes a group of the stakeholders, community

leaders, client representatives, and funders of human services in each county to provide a focal point for community participation and governance of community-based services. TIP also fulfills the requirements for the state's required 5 year plan in FS 39.001 which provides for the care, safety, and protection of children in an environment that fosters healthy, social, emotional, intellectual, and physical development. Through its member agencies, increased awareness regarding substance abuse has brought forth better efforts in awareness and prevention among pregnant teens in Brevard.

TIP appoints community leaders or youth serving coalition members, from Brevard County, to the Circuit 18 Juvenile Justice Advisory Board who act as the avenue for the reduction of juvenile crime through innovative collaboration, advocacy, and public awareness of issues surrounding juveniles.

The impact of TIP members sharing information, overseeing, and coordinating services bi-monthly provides benefits to the youth and families of the community. Resource sharing and committee coordination provides the opportunity to not only share resources, but to delve into the deeper needs of our residents and target populations. Information gained at TIP's meetings through the outreach of members has provided Department of Children and Families, Brevard Family Partnership and the Department of Juvenile Justice with valuable information regarding services that may otherwise go unrecognized.

For example, the Opioid Abuse Task Force and Prevention Coalition (a TIP subcommittee) has been able to leverage this connection to:

- Allow Peer Recovery Support Specialists into the Brevard County Jail and Department of Corrections facilities as a resource for inmates having substance use issues;
- Persuade the Brevard County Sheriff's Office to take the lead on a Criminal Justice Subcommittee;
- Partner with Health First, Steward, Parrish Healthcare, and EMS workers to address medical protocols and medical education associated with substance use patients;
- Begin the process of adding a Peer Recovery Support Specialist to Florida Department of Health's Viera facility;
- Represent Brevard County as a proactive member in the local fight against the Opioid crisis at regional discussions with Orange, Seminole, and Osceola counties' leadership, as well as at State and National level discussions.

Changes to the Resolution include the Sunset Date and a revision to Section 2: adding an additional standing membership for Eckerd Connects to further enhance collaborative efforts of the Advisory Board.

CLERK TO THE BOARD INSTRUCTIONS:

Provide a signed copy of the adopted resolution to Housing and Human Services Department.

ATTACHMENTS:

Description

- **Together in Partnership Resolution (clean copy)**
- **Together in Partnership Resolution (strike through copy)**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

December 5, 2018

M E M O R A N D U M

TO: Ian Golden, Housing and Human Services Director

RE: Item J.4., Resolution Extending the Sunset Date of Together in Partnership (TIP) Community Action Board

The Board of County Commissioners, in regular session on December 4, 2018, adopted Resolution No. 18-191, extending sunset date of the Together in Partnership (TIP) Community Action Board until December 4, 2021; and approved revising Section 2 adding an additional standing membership for Eckerd Connects to further enhance collaborative efforts of the Advisory Board. Enclosed is a fully-executed Resolution.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

Encl. (1)

cc: Finance
Budget

RESOLUTION 2018 – 191

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY APPROVING TOGETHER IN PARTNERSHIP

WHEREAS, the Brevard County Board of County Commissioners is renewing “Together in Partnership (TIP)” in an effort to sustain an effective system to address issues impacting families and at-risk youth within Brevard County; and

WHEREAS, the Brevard County Board of County Commissioners is a collaborative partner for the planning and implementation of a comprehensive strategy for juvenile crime prevention; and

WHEREAS, the Brevard County Board of County Commissioners is a collaborative partner for the planning and implementation of a comprehensive strategy for child abuse prevention and other youth and family issues; and

WHEREAS, there is wide-array of participation from many organizations, including but not limited to: community-based organizations, non-profit agencies, and government funded programs involved and interested in this planning process; and

WHEREAS, TIP serves as the Community Alliance since there is no other coordinated local effort or local existing plan to coordinate and provide services, and to address the continuum of care related to these issues in Brevard County; and

WHEREAS, the Brevard County Board of County Commissioners believes that such planning is necessary to ensure the quality of life for our citizens; and

WHEREAS, Together in Partnership, hereinafter referred to as “TIP”, will be in the best interest of the current and future citizens residing in Brevard County.

NOW THEREFORE BE IT RESOLVED, that the Board of County Commissioners of Brevard County, Florida do hereby adopt this Resolution as follows:

Section 1 – PURPOSE AND RESPONSIBILITIES

The purpose of TIP is to build partnerships, conduct ongoing planning to improve the delivery of services for youth and families, and prioritize recommendations for action (by community agencies, individuals, and government agencies) through:

- A. Engaging the public, funding agencies, and service providers to identify the needs, issues, concerns, and trends associated with youth and their families in Brevard County.
- B. Identifying community resources – analyzing strengths and areas for improvement.

- C. Making recommendations for systematic and programmatic changes to enhance services for youth and their families in Brevard County.
- D. Overseeing the implementation of approved recommendations to better accommodate youth and their families in Brevard County.
- E. Cooperatively working with community partners to seek revenue, grant funding, and other resources to provide services.
- F. Informing the Board of County Commissioners, and other Federal, state, and local agencies about issues impacting youth and their families in Brevard County.
- G. Supporting legislative recommendations relating to youth and their families and advising the Board of County Commissioners of such legislation.
- H. Facilitating long term planning for youth and families in Brevard County.

Section 2 – MEMBERSHIP

A. STANDING MEMBERSHIP

- (1) Membership: TIP shall include standing members or a designee representing each of the following:
 - a. Brevard County Health Department
 - b. Brevard County Manager’s Office
 - c. Brevard County Sheriff
 - d. Brevard County Guardian Ad Litem
 - e. CareerSource Brevard
 - f. Circuit Judge assigned to Brevard County Dependency or Juvenile Court
 - g. Florida Department of Children and Families Circuit 18
 - h. Florida Department of Juvenile Justice Chief Probation Officer
 - i. Central Florida Cares Health System
 - j. Public Defender, Circuit 18
 - k. School Board of Brevard County
 - l. State Attorney, Circuit 18
 - m. United Way of Brevard
 - n. Brevard Family Partnership, Inc.
 - o. Brevard C.A.R.E.S
 - p. Eckerd Connects
- (2) Terms: Each standing member shall be appointed by the group that they represent. Each appointee shall have an interest in juvenile justice and/or children and family services in Brevard County. Each designated member is asked to name an alternate by written letter signed annually by the designee as noted above. The appointed

member's term of office shall begin upon appointment of the designated organization and shall be at the discretion of the organization.

- (3) Attendance: Absence by a member from more than 25% of the meetings held within a one-year period or from three (3) consecutive meetings may be deemed a resignation and the appointee's seat shall be considered vacant. Any absence in which the alternate attends the meeting shall not be deemed an absence for the member.

B. AT-LARGE MEMBERSHIP

- (1) Membership: By majority vote of a quorum of TIP, a representative/designee of a group/organization or interested Brevard County resident may be made an at-large Board member after attending three (3) consecutive meetings. The at-large membership is to reflect the on-going collaborative efforts among diverse sectors of the community. At-large members shall be appointed to achieve the goal of an accurate representation of the racial, cultural, socioeconomic, and geographic diversity of Brevard County.
- (2) Terms: Each at-large member shall have an interest in services for youth and their families in Brevard County. Only one representative/designee of a group/organization may become a member of TIP, after meeting the membership requirements and by submitting a written letter of request to the Chair of TIP for consideration at the next meeting.
- (3) Attendance: Absence by a board member from more than three (3) consecutive meetings held in a one year period shall be deemed a resignation and the individual or organization seat shall be eliminated.

Section 3 – TECHNICAL ADVISORS

TIP may appoint non-voting technical advisors who shall provide information and data relevant to the purpose and responsibilities of the advisory board and/or the planning committee.

Section 4 - OFFICERS

TIP shall conduct elections for chair and vice-chair bi-annually to preside over and conduct meetings. Only members in good standing will be eligible for nomination. A vote will be held at the beginning of the County fiscal year. The chair and vice-chair shall be selected by majority vote of the TIP members. Chair and vice-chair responsibilities shall begin immediately upon determination of election results.

Section 5 - BUSINESS

Meetings shall be conducted using consensus voting. The meetings shall be governed by Robert's Rules of Order (most recent edition). 50% plus one of the TIP standing membership (as

listed in Section 2 A (1) shall constitute a quorum.

Section 6 – GOVERNMENT IN THE SUNSHINE

- A. The advisory board shall meet according to the schedule established by the membership. Both groups shall be responsible under Section 289.011, Florida Statutes as interpreted by the Attorney General Opinions 076-193, 077-137, and 077-138 to include:
 - 1. All meetings of any agency shall be declared to be public meetings, open to the public at all times. This is to include committee and subcommittee meetings.
 - 2. The minutes of the meetings are recorded and open for public inspection.
 - 3. Reasonable notice must be given to the public of the time and place of the meeting.

- B. Procedures shall be established or there will be a mechanism for taking public comment at all meetings. Such procedure shall have the following minimum guidelines:
 - 1. Two kinds of public comment shall be taken:
 - a) Relevant comment when discussing a particular issue or taking a final vote on any issue; and
 - b) Comment, which brings new business or issues before the board or committee.
 - 2. Each speaker shall be given at least 3 minutes to speak, with a provision for an extension of time by the chairman or majority vote.
 - 3. The speaker may be required to file their name and address for the record, however the social security number shall not be required.

- C. The meeting agenda and any back-up material will be made available for inspection during regular business hours within 24 hours prior to each meeting.

Section 7 – VOTING CONFLICT

Voting Conflict Form 8B is for use by any person serving the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes. Instructions for compliance with Section 112.3143 Florida Statutes and Form 8B should be obtained from staff when there is a voting conflict at hand.

Section 8 – SPECIAL REPORTS

The Board of County Commissioners or the County Manager may request a report of activities, which must be satisfied within 30 days of the request. Any requests not satisfied within 30 days shall render the group inactive and subject to dissolution by the Board.

Section 9 – STAFF ASSISTANCE

The Housing and Human Services Department shall provide the coordination efforts specified in BCC Policy 26 including all accountability, scheduling of matters requiring board or committee attention, notification of vacancies, communications with the Board secretary regarding address, telephone numbers, terms, starting dates of appointees and replacements.

Section 10 - SUNSET PROVISIONS

The advisory board and planning committee will sunset on December 4, 2021, unless extended by a majority vote of the Brevard County Board of County Commissioners. The Board may dissolve, revise, or extend the advisory board, as they deem appropriate.

Done, ordered, and adopted this 4th day of December, 2018.

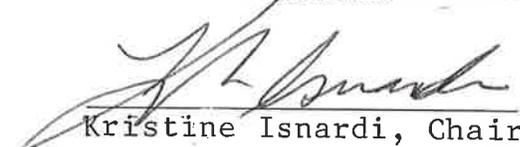
ATTEST:





Scott Ellis, Clerk

BREVARD COUNTY BOARD
OF COUNTY COMMISSIONERS



Kristine Isnardi, Chair

As approved by the Board
on December 4, 2018.

RESOLUTION 20178 –

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY APPROVING TOGETHER IN PARTNERSHIP

WHEREAS, the Brevard County Board of County Commissioners is renewing “Together in Partnership (TIP)” in an effort to sustain an effective system to address issues impacting families and at-risk youth within Brevard County; and

WHEREAS, the Brevard County Board of County Commissioners is a collaborative partner for the planning and implementation of a comprehensive strategy for juvenile crime prevention; and

WHEREAS, the Brevard County Board of County Commissioners is a collaborative partner for the planning and implementation of a comprehensive strategy for child abuse prevention and other youth and family issues; and

WHEREAS, there is wide-array of participation from many organizations, including but not limited to: community-based organizations, non-profit agencies, and government funded programs involved and interested in this planning process; and

WHEREAS, TIP serves as the Community Alliance since there is no other coordinated local effort or local existing plan to coordinate and provide services, and to address the continuum of care related to these issues in Brevard County; and

WHEREAS, the Brevard County Board of County Commissioners believes that such planning is necessary to ensure the quality of life for our citizens; and

WHEREAS, Together in Partnership, hereinafter referred to as “TIP”, will be in the best interest of the current and future citizens residing in Brevard County.

NOW THEREFORE BE IT RESOLVED, that the Board of County Commissioners of Brevard County, Florida do hereby adopt this Resolution as follows:

Section 1 – PURPOSE AND RESPONSIBILITIES

The purpose of TIP is to build partnerships, conduct ongoing planning to improve the delivery of services for youth and families, and prioritize recommendations for action (by community agencies, individuals, and government agencies) through:

- A. Engaging the public, funding agencies, and service providers to identify the needs, issues, concerns, and trends associated with youth and their families in Brevard County.
- B. Identifying community resources – analyzing strengths and areas for improvement.

- C. Making recommendations for systematic and programmatic changes to enhance services for youth and their families in Brevard County.
- D. Overseeing the implementation of approved recommendations to better accommodate youth and their families in Brevard County.
- E. Cooperatively working with community partners to seek revenue, grant funding, and other resources to provide services.
- F. Informing the Board of County Commissioners, and other Federal, state, and local agencies about issues impacting youth and their families in Brevard County.
- G. Supporting legislative recommendations relating to youth and their families and advising the Board of County Commissioners of such legislation.
- H. Facilitating long term planning for youth and families in Brevard County.

Section 2 – MEMBERSHIP

A. STANDING MEMBERSHIP

- (1) Membership: TIP shall include standing members or a designee representing each of the following:
 - a. Brevard County Health Department
 - b. Brevard County Manager’s Office
 - c. Brevard County Sheriff
 - d. Brevard County Guardian Ad Litem
 - e. CareerSource Brevard
 - f. Circuit Judge assigned to Brevard County Dependency or Juvenile Court
 - g. Florida Department of Children and Families Circuit 18
 - h. Florida Department of Juvenile Justice Chief Probation Officer
 - i. Central Florida Cares Health System
 - j. Public Defender, Circuit 18
 - k. School Board of Brevard County
 - l. State Attorney, Circuit 18
 - m. United Way of Brevard
 - n. Brevard Family Partnership, Inc.
 - o. Brevard C.A.R.E.S
 - p. Eckerd Connects
- (2) Terms: Each standing member shall be appointed by the group that they represent. Each appointee shall have an interest in juvenile justice and/or children and family services in Brevard County. Each designated member is asked to name an alternate by written letter signed annually by the designee as noted above. The appointed

member's term of office shall begin upon appointment of the designated organization and shall be at the discretion of the organization.

- (3) Attendance: Absence by a member from more than 25% of the meetings held within a one-year period or from three (3) consecutive meetings may be deemed a resignation and the appointee's seat shall be considered vacant. Any absence in which the alternate attends the meeting shall not be deemed an absence for the member.

B. AT-LARGE MEMBERSHIP

- (1) Membership: By majority vote of a quorum of TIP, a representative/designee of a group/organization or interested Brevard County resident may be made an at-large Board member after attending three (3) consecutive meetings. The at-large membership is to reflect the on-going collaborative efforts among diverse sectors of the community. At-large members shall be appointed to achieve the goal of an accurate representation of the racial, cultural, socioeconomic, and geographic diversity of Brevard County.
- (2) Terms: Each at-large member shall have an interest in services for youth and their families in Brevard County. Only one representative/designee of a group/organization may become a member of TIP, after meeting the membership requirements and by submitting a written letter of request to the Chair of TIP for consideration at the next meeting.
- (3) Attendance: Absence by a board member from more than three (3) consecutive meetings held in a one year period shall be deemed a resignation and the individual or organization seat shall be eliminated.

Section 3 – TECHNICAL ADVISORS

TIP may appoint non-voting technical advisors who shall provide information and data relevant to the purpose and responsibilities of the advisory board and/or the planning committee.

Section 4 - OFFICERS

TIP shall conduct elections for chair and vice-chair bi-annually to preside over and conduct meetings. Only members in good standing will be eligible for nomination. A vote will be held at the beginning of the County fiscal year. The chair and vice-chair shall be selected by majority vote of the TIP members. Chair and vice-chair responsibilities shall begin immediately upon determination of election results.

Section 5 - BUSINESS

Meetings shall be conducted using consensus voting. The meetings shall be governed by Robert's Rules of Order (most recent edition). 50% plus one of the TIP standing membership (as

listed in Section 2 A (1) shall constitute a quorum.

Section 6 – GOVERNMENT IN THE SUNSHINE

- A. The advisory board shall meet according to the schedule established by the membership. Both groups shall be responsible under Section 289.011, Florida Statutes as interpreted by the Attorney General Opinions 076-193, 077-137, and 077-138 to include:
 - 1. All meetings of any agency shall be declared to be public meetings, open to the public at all times. This is to include committee and subcommittee meetings.
 - 2. The minutes of the meetings are recorded and open for public inspection.
 - 3. Reasonable notice must be given to the public of the time and place of the meeting.

- B. Procedures shall be established or there will be a mechanism for taking public comment at all meetings. Such procedure shall have the following minimum guidelines:
 - 1. Two kinds of public comment shall be taken:
 - a) Relevant comment when discussing a particular issue or taking a final vote on any issue; and
 - b) Comment, which brings new business or issues before the board or committee.
 - 2. Each speaker shall be given at least 3 minutes to speak, with a provision for an extension of time by the chairman or majority vote.
 - 3. The speaker may be required to file their name and address for the record, however the social security number shall not be required.

- C. The meeting agenda and any back-up material will be made available for inspection during regular business hours within 24 hours prior to each meeting.

Section 7 – VOTING CONFLICT

Voting Conflict Form 8B is for use by any person serving the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes. Instructions for compliance with Section 112.3143 Florida Statutes and Form 8B should be obtained from staff when there is a voting conflict at hand.

Section 8 – SPECIAL REPORTS

The Board of County Commissioners or the County Manager may request a report of activities, which must be satisfied within 30 days of the request. Any requests not satisfied within 30 days shall render the group inactive and subject to dissolution by the Board.

Section 9 – STAFF ASSISTANCE

The Housing and Human Services Department shall provide the coordination efforts specified in BCC Policy 26 including all accountability, scheduling of matters requiring board or committee attention, notification of vacancies, communications with the Board secretary regarding address, telephone numbers, terms, starting dates of appointees and replacements.

Section 10 - SUNSET PROVISIONS

| The advisory board and planning committee will sunset on December ~~54, 2018~~2021, unless extended by a majority vote of the Brevard County Board of County Commissioners. The Board may dissolve, revise, or extend the advisory board, as they deem appropriate.

| Done, ordered, and adopted this ~~54~~th day of December, 20178.

ATTEST:

BREVARD COUNTY BOARD
OF COUNTY COMMISSIONERS

| Scott Ellis, Clerk

Curt Smith~~TBD~~, Chair

| As approved by the Board
on December ~~54~~, 20178.