



Finance & Operations Committee Meeting

Thursday, June 27, 2024
3150 S.W. 3rd Avenue – 8th Floor
The Children's Trust – Training Room
9:30 a.m. – 11:00 a.m.

Board of Directors

Kennth C. Hoffman
Chair
Pamela Hollingsworth
Vice-Chair
Matthew Arsenault
Treasurer
Marissa Leichter
Secretary

Edward Abraham, M.D.
Laura Adams
Islamiyat Nancy Adebisi
Steven Adkins
Daniel Bagner, Ph.D.
Hon. Dorothy Bendross-Mindingall, Ph.D.
Cathy Burgos
Silvia Castellanos
Norie del Valle
Lourdes Diaz
Richard P. Dunn II
Jacqueline Exceus
Gilda Ferradaz
Hon. Norman S. Gerstein (Ret.)
Lourdes P. Gimenez
Nicole Gomez
Valrose Graham
Mindy Grimes-Festge
Hon. Keon Hardemon
Malou C. Harrison, Ph.D.
Maria Norton
Clara Lora Ospina, Psy.D.
Ashna Paudel
Hon. Orlando Prescott
Diana Ragbeer
Javier Reyes
Hon. Alex Rizo
Hon. Isaac Salver

David Lawrence Jr.
Founding Chair

James R. Haj
President & CEO

County Attorney's Office
Legal Counsel

AGENDA

- 9:30 a.m. **Welcome and opening remarks**
Matthew Arsenault
Committee Chair
- 9:35 a.m. **Public Comments**
Matthew Arsenault
Committee Chair
- 9:40 a.m. **Approval of June 6, 2024 Finance & Operations Committee minutes summary**
(Addl. Items packet, Pg. 3)
Matthew Arsenault
Committee Chair
- 9:45 a.m. **Presentation and Approval of the FY 2024-25 Preliminary Budget and Millage Rate** *(Pgs. 4-9)*
Matthew Arsenault
Committee Chair
- 10:15 a.m. **Approval of the Revised Procurement Policy**
Matthew Arsenault
Committee Chair
- 10:35 a.m. **Resolutions**
Matthew Arsenault
Committee Chair

Resolution 2024-A: Authorization to pay SIJ Holdings, LLC d/b/a The McClatchy Company, LLC, parent company of the Miami Herald, for services rendered by the Miami Herald to advertise The Children's Trust's Truth in Millage rate, board vacancies and other advertisements related to funding announcements, activities, initiatives, events and programs and to waive the formal competitive procurement process **[2/3 vote]**. In addition, authorization to enter into agreements with SIJ Holdings, LLC d/b/a The McClatchy Company, LLC, parent company of the Miami Herald for Silver Knight and Spelling Bee sponsorships. The total amount not to exceed \$75,000.00 for a term of 12 months, commencing October 1, 2024, and ending September 30, 2025. *(Pgs. 10-11)*

The public is allowed to comment on a specific agenda item but must register with the Clerk of the Board prior to being allowed to comment.

Resolution 2024-B: Authorization to negotiate and execute a service agreement with Print Dynamics to print and prepare for distribution The Children's Trust's trilingual monthly Parenting Our Children newsletter, in a total amount not to exceed \$30,794.50, for a term of 12 months, commencing on October 1, 2024, and ending on September 30, 2025. *(Pgs. 12-13)*

Resolution 2024-C: Authorization to enter into a sponsorship agreement with Actors' Playhouse at the Miracle Theatre Inc. for presenting sponsorship of the Young Talent Big Dreams talent search, in an amount not to exceed \$65,000.00, for a term of 12 months, commencing on October 1, 2024, and ending on September 30, 2025; and a sponsorship agreement with Alhambra Music Inc. for a presenting sponsorship of Spooky Symphony, in an amount not to exceed \$10,000.00, for a term of 12 months, commencing on October 1, 2024, and ending on September 30, 2025. *(Pgs. 14-16)*

Resolution 2024-D: Authorization to expend up to \$50,000.00 for Community Engagement Team support services in the Haitian community with Hermantin Consulting, LLC for a term of 12 months, commencing on October 1, 2024, and ending September 30, 2025. *(Pgs. 17-19)*

10:50 a.m. **CEO Report**

James R. Haj
President & CEO

- *Monthly Financial Statements*
- *Financial Disclosure – due by July 1, 2024*
- *TRIM I & TRIM II – September 9 & September 16, 2024*
- *The Children's Trust Family Expo events:*
 - *Florida Memorial University – July 27, 2024 (10am – 2 pm)*
(15400 NW 42 Ave, Miami Gardens, FL 33054)
 - *Miami Dade College (Kendall Campus) – August 3, 2024 (10am - 2 pm)*
(11011 SW 104th St, Miami, FL 33176)
- *Zero Drownings Miami-Dade News Conference – July 9, 2024*

11:00 a.m. **Adjourn**

Reminder: August 29, 2024



**Finance & Operations Committee Meeting
Summary of Actions Taken
June 06, 2024
9:31 a.m.**

These actions were taken by the Finance & Operations Committee meeting held on June 06, 2024:

***Please note that the number of board members fluctuate based on arrival and departure of some of them throughout the meeting.**

Motion to approve the May 02, 2024, Finance & Operations committee meeting minutes was made by Norman Gerstein and seconded by Javier Reyes. Motion passed unanimously, 3-0.

Presentation & Discussion Items:

The preliminary budget and millage rate for FY 2024-25 was presented by James Haj and William Kirtland and discussed among committee members. In addition, staff conducted a presentation on technology designs and solutions updates.

Resolution 2024-A: Motion to recommend the resolution to the Board of Directors on June 17, 2024, was made by Norman Gerstein and seconded by Javier Reyes. Authorization to release a Request for Proposal (RFP) competitive solicitation for the office reconfiguration project at the current office space being leased by The Children's Trust from the Children's Advocacy Complex, LLC (United Way) at 3150 SW 3rd Avenue, 8th floor, and that supports the infrastructure of The Children's Trust. **Motion passed unanimously, 3-0.**

Resolution 2024-B: Motion to recommend the resolution to the Board of Directors on June 17, 2024, was made by Javier Reyes and seconded by Norman Gerstein. Request for Procurement Waiver (requires the approval of a 2/3 vote of the board members present). Authorization to renew services and execute related agreements with multiple IT vendors, and to waive (in part) the formal competitive procurement process [2/3 vote] in a total amount not to exceed \$2,004,130.00, inclusive of \$50,000.00. **Motion passed unanimously, 3-0.**

Meeting adjourned at 10:08 a.m.

**THE CHILDREN'S TRUST
BUDGET SUMMARY
FISCAL YEAR 2024-2025**

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CHILDREN'S TRUST ARE 12.3% MORE THAN LAST YEAR'S
TOTAL OPERATING EXPENDITURES.**

General Fund Budget		
REVENUES: Estimated at 95% of ad valorem tax levy of .5000 mills.		
Ad valorem tax revenue	\$	223,535,000
Interest/miscellaneous		5,729,562
Total Revenues		229,264,562
Fund balance/net assets, October 1, 2024		52,282,284
Total Estimated Revenues/ Fund Balance/ Net Assets	\$	281,546,846
 EXPENDITURES:		
Contracted Programs	\$	234,036,186 91.50%
 Operating Expenditures:		
General Administration:		
Personnel expenditures: salaries & fringe benefits	\$	12,522,534
Non-personnel & capital expenditures		1,715,000
Total General Administration Expenditures	\$	14,237,534
 Total Operating Expenditures	 \$	 14,237,534 5.57%
 Non-Operating Expenditures:		
CRA refund of taxes, property appraiser, tax collector fees		7,500,000
Total Non-Operating Expenditures	\$	7,500,000 2.93%
 Total Expenditures	 \$	 255,773,720 100.00%
 Fund Balance, Reserves/ Net Assets	 \$	 25,773,126
 Total Expenditures, Reserves, and Fund Balance	 \$	 281,546,846

The tentative, adopted and/or final budgets are on file in the office of the above-mentioned taxing authority as a public record.

The Children's Trust
Fund Balance
Fiscal Years 2023-2025

Description	2022-23 Actual	2023-24 Amended Budget	2023-24 Projected	2024-25 Budget
Millage rate		0.5000	0.5000	0.5000
Beginning fund balance	\$ 38,191,566	\$ 47,822,737	\$ 48,934,318	\$ 52,282,284
Revenue: Ad valorem tax	181,939,130	203,209,460	203,209,460	223,535,000
Revenue: Interest/ miscellaneous	8,292,686	4,754,050	4,754,049	5,729,562
Total funds available	\$ 228,423,382	\$ 255,786,247	\$ 256,897,827	\$ 281,546,846
Sustain and expand direct services	\$ 151,341,075	\$ 193,725,248	\$ 174,352,723	\$ 219,796,886
Community awareness and advocacy	5,197,792	6,150,300	5,043,246	6,350,300
Program and professional development	5,032,694	7,670,000	5,522,400	7,889,000
The Children's Trust management and administration	11,366,880	13,226,223	12,697,174	14,237,534
Non-operating expenditures	6,550,621	7,000,000	7,000,000	7,500,000
Total expenditures	\$ 179,489,062	\$ 227,771,771	\$ 204,615,543	\$ 255,773,720
Ending fund balance, reserves/ net assets	\$ 48,934,318	\$ 28,014,476	\$ 52,282,284	\$ 25,773,126

The Children's Trust
Core Strategies
Fiscal Years 2023-2025

Description	2022-23 Actual Expenditures	2023-24 Budgeted Expenditures	Additional Funding	Reallocated Funds	2024-25 Budgeted Expenditures	Dollar Difference	Percentage Difference
SUSTAIN AND EXPAND DIRECT SERVICES							
Parenting	\$ 20,005,534	\$ 30,359,460	\$ 450,000	\$ -	\$ 30,809,460	\$ 450,000	1.48%
Early childhood development	36,675,148	43,661,017	467,340	-	44,128,357	467,340	1.07%
Youth development	64,147,094	81,748,817	554,298	-	82,303,115	554,298	0.68%
Health and wellness	16,749,797	21,791,778	4,600,000	-	26,391,778	4,600,000	21.11%
Family and neighborhood supports	13,763,502	16,164,176	-	-	16,164,176	-	0.00%
Additional programming to be assigned	-	-	20,000,000	-	20,000,000	20,000,000	
Total sustain and expand direct services	\$ 151,341,075	\$ 193,725,248	\$ 26,071,638	\$ -	\$ 219,796,886	\$ 26,071,638	13.46%
COMMUNITY AWARENESS AND ADVOCACY							
Promote public policy and legislative agendas	\$ 163,807	\$ 215,300	\$ -	\$ -	\$ 215,300	\$ -	0.00%
Public awareness and program promotion	2,893,896	3,085,000	-	-	3,085,000	-	0.00%
Promote citizen engagement and leadership to improve child and family conditions	1,094,672	1,115,000	200,000	-	1,315,000	200,000	17.94%
Cross-funder collaboration of goals, strategies and resources	1,045,417	1,735,000	-	-	1,735,000	-	0.00%
Total community awareness and advocacy	\$ 5,197,792	\$ 6,150,300	\$ 200,000	\$ -	\$ 6,350,300	\$ 200,000	3.25%
PROGRAM AND PROFESSIONAL DEVELOPMENT							
Supports for quality program implementation	\$ 2,858,691	\$ 3,650,000	\$ -	\$ -	\$ 3,650,000	\$ -	0.00%
Information technology	712,715	2,050,000	-	-	2,050,000	-	0.00%
Program evaluation and community research	416,816	570,000	-	-	570,000	-	0.00%
Innovation fund	1,044,472	1,400,000	219,000	-	1,619,000	219,000	15.64%
Total program and professional development	\$ 5,032,694	\$ 7,670,000	\$ 219,000	\$ -	\$ 7,889,000	\$ 219,000	2.86%
ADMINISTRATION AND NON-OPERATING EXPENDITURES							
Management of The Children's Trust	\$ 11,366,880	\$ 13,226,223	-	\$ -	\$ 14,237,534	\$ 1,011,311	7.65%
Non-operating expenditures	6,550,621	7,000,000	500,000	-	7,500,000	500,000	7.14%
Total administration and non-operating expenditures	\$ 17,917,501	\$ 20,226,223	\$ 500,000	\$ -	\$ 21,737,534	\$ 1,511,311	7.47%
Total	\$ 179,489,062	\$ 227,771,771	\$ 26,990,638	\$ -	\$ 255,773,720	\$ 28,001,949	12.29%

**THE CHILDREN'S TRUST
BUDGET SUMMARY
FISCAL YEAR 2024-2025**

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CHILDREN'S TRUST ARE 3.5% MORE THAN LAST YEAR'S
TOTAL OPERATING EXPENDITURES.**

General Fund Budget		
REVENUES: Estimated at 95% of ad valorem tax levy of .4545 mills.		
Ad valorem tax revenue	\$ 203,193,315	
Interest/miscellaneous	5,253,672	
Total Revenues	208,446,987	
Fund balance/net assets, October 1, 2024	52,282,284	
Total Estimated Revenues/ Fund Balance/ Net Assets	\$ 260,729,271	
 EXPENDITURES:		
Contracted Programs	\$ 214,036,186	90.78%
 Operating Expenditures:		
General Administration:		
Personnel expenditures: salaries & fringe benefits	\$ 12,522,534	
Non-personnel & capital expenditures	1,715,000	
Total General Administration Expenditures	\$ 14,237,534	
Total Operating Expenditures	\$ 14,237,534	6.04%
 Non-Operating Expenditures:		
CRA refund of taxes, property appraiser, tax collector fees	7,500,000	
Total Non-Operating Expenditures	\$ 7,500,000	3.18%
Total Expenditures	\$ 235,773,720	100.00%
 Fund Balance, Reserves/ Net Assets	 \$ 24,955,552	
 Total Expenditures, Reserves, and Fund Balance	 \$ 260,729,272	

The tentative, adopted and/or final budgets are on file in the office of the above-mentioned taxing authority as a public

The Children's Trust
Fund Balance
Fiscal Years 2023-2025

Description	2022-23 Actual	2023-24 Amended Budget	2023-24 Projected	2024-25 Budget
Millage rate		0.5000	0.5000	0.4545
Beginning fund balance	\$ 38,191,566	\$ 47,822,737	\$ 48,934,318	\$ 52,282,285
Revenue: Ad valorem tax	181,939,130	203,209,460	203,209,460	203,193,315
Revenue: Interest/ miscellaneous	8,292,686	4,754,050	4,754,050	5,253,672
Total funds available	\$ 228,423,382	\$ 255,786,247	\$ 256,897,828	\$ 260,729,272
Sustain and expand direct services	\$ 151,341,075	\$ 193,725,248	\$ 174,352,723	\$ 199,796,886
Community awareness and advocacy	5,197,792	6,150,300	5,043,246	6,350,300
Program and professional development	5,032,694	7,670,000	5,522,400	7,889,000
The Children's Trust management and administration	11,366,880	13,226,223	12,697,174	14,237,534
Non-operating expenditures	6,550,621	7,000,000	7,000,000	7,500,000
Total expenditures	\$ 179,489,062	\$ 227,771,771	\$ 204,615,543	\$ 235,773,720
Ending fund balance, reserves/ net assets	\$ 48,934,318	\$ 28,014,476	\$ 52,282,285	\$ 24,955,552

The Children's Trust
Core Strategies
Fiscal Years 2023-2025

Description	2022-23 Actual Expenditures	2023-24 Budgeted Expenditures	Additional Funding	Reallocated Funds	2024-25 Budgeted Expenditures	Dollar Difference	Percentage Difference
SUSTAIN AND EXPAND DIRECT SERVICES							
Parenting	\$ 20,005,534	\$ 30,359,460	\$ 450,000	\$ -	\$ 30,809,460	\$ 450,000	1.48%
Early childhood development	36,675,148	43,661,017	467,340	-	44,128,357	467,340	1.07%
Youth development	64,147,094	81,748,817	554,298	-	82,303,115	554,298	0.68%
Health and wellness	16,749,797	21,791,778	4,600,000	-	26,391,778	4,600,000	21.11%
Family and neighborhood supports	13,763,502	16,164,176	-	-	16,164,176	-	0.00%
Total sustain and expand direct services	\$ 151,341,075	\$ 193,725,248	\$ 6,071,638	\$ -	\$ 199,796,886	\$ 6,071,638	3.13%
COMMUNITY AWARENESS AND ADVOCACY							
Promote public policy and legislative agendas	\$ 163,807	\$ 215,300	\$ -	\$ -	\$ 215,300	\$ -	0.00%
Public awareness and program promotion	2,893,896	3,085,000	-	-	3,085,000	-	0.00%
Promote citizen engagement and leadership to improve child and family conditions	1,094,672	1,115,000	200,000	-	1,315,000	200,000	17.94%
Cross-funder collaboration of goals, strategies and resources	1,045,417	1,735,000	-	-	1,735,000	-	0.00%
Total community awareness and advocacy	\$ 5,197,792	\$ 6,150,300	\$ 200,000	\$ -	\$ 6,350,300	\$ 200,000	3.25%
PROGRAM AND PROFESSIONAL DEVELOPMENT							
Supports for quality program implementation	\$ 2,858,691	\$ 3,650,000	\$ -	\$ -	\$ 3,650,000	\$ -	0.00%
Information technology	712,715	2,050,000	-	-	2,050,000	-	0.00%
Program evaluation and community research	416,816	570,000	-	-	570,000	-	0.00%
Innovation fund	1,044,472	1,400,000	219,000	-	1,619,000	219,000	15.64%
Total program and professional development	\$ 5,032,694	\$ 7,670,000	\$ 219,000	\$ -	\$ 7,889,000	\$ 219,000	2.86%
ADMINISTRATION AND NON-OPERATING EXPENDITURES							
Management of The Children's Trust	\$ 11,366,880	\$ 13,226,223	-	\$ -	\$ 14,237,534	\$ 1,011,311	7.65%
Non-operating expenditures	6,550,621	7,000,000	500,000	-	7,500,000	500,000	7.14%
Total administration and non-operating expenditures	\$ 17,917,501	\$ 20,226,223	\$ 500,000	\$ -	\$ 21,737,534	\$ 1,511,311	7.47%
Total	\$ 179,489,062	\$ 227,771,771	\$ 6,990,638	\$ -	\$ 235,773,720	\$ 8,001,949	3.51%

The Children's Trust Board Meeting

Date: July 15, 2024

Resolution: 2024-A

Strategic Framework Priority Investment Area: Community Engagement, Awareness and Advocacy: Public Awareness, Outreach and Program Promotion

Strategic Framework Headline Community Results: This investment supports all headline community results.

Recommended Action: Authorization to pay SIJ Holdings, LLC d/b/a The McClatchy Company, LLC, parent company of the Miami Herald, for services rendered by the Miami Herald to advertise The Children's Trust's Truth in Millage rate, board vacancies and other advertisements related to funding announcements, activities, initiatives, events and programs and to waive the formal competitive procurement process **[2/3 vote]**. In addition, authorization to enter into agreements with SIJ Holdings, LLC d/b/a The McClatchy Company, LLC, parent company of the Miami Herald for Silver Knight and Spelling Bee sponsorships. The total amount not to exceed \$75,000.00 for a term of 12 months, commencing October 1, 2024, and ending September 30, 2025.

Budget Impact: Funding in the amount of \$75,000.00 for this resolution is projected to be available in FY 2024-2025.

Description of Services: The Children's Trust needs to publish advertisements in the Miami Herald's and El Nuevo Herald's printed newspapers and websites to reach a broad audience throughout the year. These advertisements include announcements of the Truth in Millage (TRIM) rate, board vacancies, funding opportunities, and community activities, initiatives, events, and programs.

The Miami Herald Silver Knight Awards is among the nation's most highly regarded student awards programs. It recognizes outstanding high school students who have unselfishly applied their knowledge and talents to contribute significant service to their communities.

The Miami Herald Spelling Bee offers the opportunity for South Florida schools to participate in the Scripps National Spelling Bee program, with the champion representing their county in the annual Scripps National Spelling Bee near Washington, D.C.

Background: The Miami Herald has published print and online advertisements for The Children's Trust since 2003. The Children's Trust has also sponsored the Silver Knight and the Spelling Bee events for seven and 12 years, respectively. The Children's Trust wishes to continue its relationship with the Miami Herald as it has proven to be a valuable and helpful advertising partner offering a significant return on its investment.

Request for Procurement Waiver (requires approval of a 2/3 vote of board members present): This resolution requests a procurement waiver (as authorized in Procurement Policy Section 2000) from a formal competitive solicitation to spend monies to advertise The Children’s Trust’s TRIM information, funding announcements, activities, initiatives, events, and programs, and participate as a sponsor of the 2025 Miami Herald Silver Knight Awards and Spelling Bee. A waiver is being sought because using a formal competitive process is impractical, as the Miami Herald is the only major newspaper company in Miami-Dade County that publishes daily and in two languages. The Miami Herald extends its nonprofit rate to The Children’s Trust.

Geographic Area: Countywide

The foregoing recommendation was offered by _____ who moved its approval. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

The Chairperson thereupon declared the resolution duly passed and adopted this

15th day of July, 2024.

THE CHILDREN’S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: July 15, 2024

Resolution: 2024-B

Strategic Framework Priority Investment Area: Community Engagement, Awareness and Advocacy: Public Awareness, Outreach and Program Promotion.

Strategic Framework Headline Community Results: This investment supports all Headline Community Results.

Recommended Action: Authorization to negotiate and execute a service agreement with Print Dynamics to print and prepare for distribution The Children's Trust's trilingual monthly Parenting Our Children newsletter, in a total amount not to exceed \$30,794.50, for a term of 12 months, commencing on October 1, 2024, and ending on September 30, 2025.

Budget Impact: Funding in the amount of \$30,794.50 for this resolution is projected to be available in FY 2024-2025.

Description of Services: Print Dynamics will be responsible for printing, sorting, boxing, labeling, and preparing 64,075 copies of The Children's Trust's parenting newsletter to be distributed to over 60 locations throughout Miami-Dade. The newsletter is a trilingual publication (English, Spanish, and Haitian Creole) distributed to select sites, including after-school programs, child care centers, faith-based institutions, and community outreach events.

Background: For over a decade, The Children's Trust has produced and delivered the Parenting Our Children newsletter monthly, with a special edition for the winter holidays (November and December combined). This informative timed publication reaches approximately 60,000 monthly readers through digital and printed distribution.

In accordance with the procurement policy, informal quotes were requested in writing from three or more sources. The following vendors were sent a request for quotes for newsletter printing and distribution services, and they responded as noted:

1. Print Dynamics quoted \$2,545.00 per month rate (\$27,995.00 per year, 11 months)
2. HagarGraphics quoted \$4,095.00 per month rate (\$45,045.00 per year, 11 months, not including distribution service)
3. FastSigns did not submit the requested quote

Print Dynamics was selected for this service as its quote was significantly lower than other vendors. Additionally, it has experience printing the Parenting Our Children newsletter and other collateral material for The Children's Trust and has proven reliable in fulfilling complex print work.

In addition to the quoted amount, The Children's Trust requests a \$2,799.50 contingency to be added to the agreement listed above. Projects are currently cost-estimated at least 90 days before they start, and as such this 10 percent contingency will cover additional costs

that might be incurred during the project that may not have been previously estimated. This allows for greater flexibility when completing projects.

Geographic Area: Countywide

The foregoing recommendation was offered by _____ who moved its approval. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

The Chairperson thereupon declared the resolution duly passed and adopted this **15th day of July 2024.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: July 15, 2024

Resolution: 2024-C

Strategic Framework Priority Investment Area: Community Engagement, Awareness and Advocacy: Public Awareness, Outreach, and Program Promotion.

Strategic Framework Headline Community Results: Academic success; Healthy lifestyle habits for eating, sleeping, physical activity, and mental wellness; Good choices for prosocial behaviors in schools, homes and communities; Successful transition to adulthood.

Recommended Action: Authorization to enter into a sponsorship agreement with Actors' Playhouse at the Miracle Theatre Inc. for presenting sponsorship of the Young Talent Big Dreams talent search, in an amount not to exceed \$65,000.00, for a term of 12 months, commencing on October 1, 2024, and ending on September 30, 2025; and a sponsorship agreement with Alhambra Music Inc. for a presenting sponsorship of Spooky Symphony, in an amount not to exceed \$10,000.00, for a term of 12 months, commencing on October 1, 2024, and ending on September 30, 2025.

Budget Impact: Funding in the amount of \$75,000.00 for this resolution is projected to be available for FY 2024-2025.

Description of Services:

Young Talent Big Dreams (YTBD)

YTBD is an annual countywide performing arts competition that is now entering its fifteenth year. It is open to all children and youth ages 8-18 residing in Miami-Dade County. Actors' Playhouse is a 501 (c)(3) entity that operates a theater and has over 30 years of experience implementing programs for children and youth. The Children's Trust is recognized as the competition's presenting sponsor in exchange for financial support.

The competition continues to successfully achieve The Children's Trust's goals of increasing participation in the spoken word and dance categories, and attracting more ethnically and racially diverse contestants with community talent. Additionally, many YTBD participants have subsequently participated in other national live and televised performances and pursued careers in the performing arts.

Spooky Symphony

Spooky Symphony is an annual symphony concert conducted jointly by the Alhambra Orchestra and the Greater Miami Youth Symphony. It is a free, family-safe activity for children and families to enjoy during the Halloween season. The symphony typically includes a mix of

dramatic showpieces with eerie themes and movie themes and Broadway music performed by both orchestras.

Background:

YTBD - Actors' Playhouse is responsible for planning, developing, and executing all aspects of the YTBD competition. Participants compete in six individual and three group categories, including pop, rock, or rap vocals; dance; musical instrument; and original spoken word. The competition consists of several auditions throughout Miami-Dade County, along with semifinal and final competitions. Actors' Playhouse manages the coordination of the competition's many moving components, including:

1. Securing audition venues, either at a reduced cost or free of charge.
2. Overseeing all audition sessions.
3. Creation and production of graphic materials.
4. Recruiting dozens of professional volunteer judges.
5. Producing the semifinal and final shows.
6. Soliciting and securing the donation of masterclasses and other prizes for participants.
7. Promoting auditions and the semifinal and final shows.
8. Video production for the finals' event

Spooky Symphony - For most of its history, Spooky Symphony has been held at the Miami-Dade County Auditorium (MDCA). Still, in 2024, due to renovation at MDCA, the event will be held at the Dennis C. Moss Cultural Arts Center. The Children's Trust sponsorship will go toward venue expenses. Since its inception 14 years ago, The Children's Trust has served as the presenting sponsor of Spooky Symphony.

Event	Type of Event	Funding Amount Not to Exceed
Young Talent Big Dreams	Free talent competition for youth ages 8-18	\$65,000.00
Spooky Symphony	Free concert for children and families	\$10,000.00

Procurement Policy: As per the procurement policy, Section 2008 Community Outreach Activities, which allows The Children's Trust to be a paid sponsor in association with other entities for community outreach activities that support the mission and vision of The Children's Trust, funding for both events is recommended for approval.

Geographic Area: Countywide

The foregoing recommendation was offered by _____ who moved its approval. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

The Chairperson thereupon declared the resolution duly passed and adopted this **15th day of July, 2024.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____

The Children's Trust Board Meeting

Date: July 15, 2024

Resolution: 2024-D

Strategic Framework Priority Investment Area: Community Engagement, Awareness and Advocacy – Community-Based Organization (CBO) Supports & Coalition-Building

Strategic Framework Headline Community Results: The investment supports all community headline results.

Recommended Action: Authorization to expend up to \$50,000.00 for Community Engagement Team support services in the Haitian community with Hermantin Consulting, LLC for a term of 12 months, commencing on October 1, 2024, and ending September 30, 2025.

Budget Impact: Funding in the amount of \$50,000.00 for this resolution is projected to be available for FY 2024-2025.

Description of Services: A vital facet of the work of The Children's Trust community engagement team is to focus on enhancing neighborhood conditions and building capacity to improve communal environmental factors that support youth development. In partnership with The Children's Trust, Hermantin Consulting, LLC will work with the Haitian American community to design and implement culturally sensitive community-driven projects and plans.

The principal responsibilities of Hermantin Consulting, LLC include:

- facilitating and participating in meetings with individuals, community organizations, professional groups, neighborhood groups, faith-based groups, corporations, and others to promote an understanding of community needs;
- promoting and raising awareness of The Children's Trust program investments;
- serving as a liaison between The Children's Trust and the Haitian American communities throughout Miami-Dade County to build relationships and further increase community awareness and engagement;
- facilitating community listening sessions, focus groups, and surveys to assist in gathering information to address issues affecting children and families;
- convening community/resident leaders to solicit cultural understanding for community issues, needs, and priorities;
- providing recommendations and action plan steps that support children and family involvement;
- working with community groups/collaborations to facilitate the development and execution of resident plans and projects;
- remaining informed about data-driven community information, demographic characteristics, growth patterns, projected municipal and community plans, and other information affecting children and families to contribute to a strategic plan;
- jointly planning and participating in the development of community-based special events;

- assisting in the planning and development of new community programs, the expansion of existing programs, and special events based on community priorities and data-demonstrated needs;
- engaging in organized youth violence prevention efforts led by the community;
- developing, maintaining, and implementing a community engagement action plan; and
- preparing reports of findings, conclusions, and recommendations to provide guidance for improved programmatic, community outreach, and engagement investments.

Background: The Children’s Trust established the community engagement team in 2015 to support the foundational values of The Children's Trust’s strategic framework to invest in community empowerment. The team supports and promotes the mission and vision of The Children’s Trust by collaborating with various levels of community stakeholders. Contracting with a Haitian community liaison to assist these efforts has intrinsic value.

Procurement Policy: As was done in 2023, and per the procurement policy, section 2000-E, General Purchasing and Procurement Policy – Purchase of Goods and Services greater than \$5,000.00 and up to \$50,000.00, bids were solicited for the announced opportunity. The independent contractor solicitation was posted on The Children’s Trust website from March 20, 2024, to April 18, 2024. Additionally, the advertisement was posted on The Children’s Trust’s official LinkedIn page in April. The posting was also included with a direct link to the application in April in both the Sant La Neighborhood Center and the Haitian American Chamber of Commerce e-newsletters, which provide direct email communication to Haitian American businesses, organizations, and community members.

Three entities/individuals inquired about the posting to request more information but did not submit a final bid by the deadline. One application was submitted by the deadline: Hermantin Consulting, LLC. Staff reviewed the proposal and supporting documents based on the following criteria:

- submission completeness;
- relevant professional skills and demonstrable related experience;
- proposed scope of work;
- proposed fee for the services;
- professional references provided; and
- written summary of activities and outcomes/accomplishments related to community engagement conducted in the Haitian American community.

Hermantin Consulting LLC met the criteria listed above and demonstrated extensive experience providing the services requested. Hermantin Consulting, LLC has contracted with The Children’s Trust for this position since 2017, following a request for bids each year. Hermantin Consulting LLC is recommended for approval again for FY 2024-2025.

Geographic Area: Countywide.

The foregoing recommendation was offered by _____ who moved its approval. The motion was seconded by _____ and upon being put to a vote, the vote was as follows:

The Chairperson thereupon declared the resolution duly passed and adopted this **15th day of July, 2024.**

THE CHILDREN'S TRUST
MIAMI-DADE COUNTY, FLORIDA

BY _____

SECRETARY

Approved by County Attorney for form and legal sufficiency _____