



## **Children's Services Advisory Board Subcommittee Meeting**

### **August 2, 2023**

A meeting of the Children's Services Advisory Board Subcommittee of Manatee County, Florida, was held at the Manatee County Administration Building, 1112 Manatee Avenue West, Bradenton, Florida, 5<sup>th</sup> Floor Osprey Room on Wednesday August 2, 2023, at 10:00 a.m.

### **Roll Call**

**Present** (In Person): Connie Shingledecker, Xtavia Bailey, Jannon Pierce, and Susan Miller Kelly.

Also Present: County Staff: (In Person), Kristi Hagen, LaWanda Timmons, and Brenda Marquez Facio.

### **Sleep Baby Safely**

The subcommittee members reviewed and discussed the Sleep Baby Safely initiative, the associated application process, and the maintenance of the program. There was open discussion between the CSAB subcommittee members regarding the requirements an agency will need to achieve when taking on the initiative. The required services will be determined, provided in the public notice, and drafted into an agreement using the nonprofit agency agreement template.

Requirements of the initiative were discussed. Suggested requirements include, but are not limited to staffing, purchasing program supplies, preparing the packages for disbursement, storage of program materials, organizing and scheduling training events to the pre-determined local entities. It was recommended to utilize area volunteers to support packaging of the materials. The agency awarded this investment will provide outreach and support for the Sleep Baby Safely – Manatee initiative and will promote the program to other nonprofit organizations serving the same age demographic for FY25 investment consideration. Ongoing support will be determined annually through the Children's Services NPA Investment Process.

Connie Shingledecker will provide the initial training to begin program implementation with the agency receiving the investment for the initiative. Each agency awarded investment on this initiative will determine appropriate program staff to be the main point of contact for this initiative. This program will provide parents with babies aged 0-1 year with kits that will have information on how to keep their baby safe during sleep.

### **Application Process**

Subcommittee members determined the initiative will be considered a Results as Service program, there will be required tasks but no associated Results to track. Children's Services staff will draft a sample application and include recommended questions provided by CSAB subcommittee members. The process will begin with a presentation to the Board of County Commissioners (BCC) which will include the public notice requirement. Upon approval from the

BCC, the application process will be shared with the community through a virtual meeting and online direction. Applications will open for interested agencies. CSAB members will review the applications and make a recommendation to the BCC for consideration of funding the agency to implement the initiative, Sleep Baby Safely - Manatee. The goal is to have the BCC approve the investment for execution of the agreement and start up in early 2024.

### **Ongoing Program Implementation**

Subcommittee members discussed the details of the Sleep Baby Safely initiative, including amending the current priorities for FY25. Subcommittee members also discussed making the Sleep Baby Safely program training and curriculum a requirement for all programs serving families of children birth to one year to ensure the message is far reaching.

### **Next Meeting**

September 11, 2023 – 10:00 am, Manatee County Administration Building, 1112 Manatee Avenue West, Bradenton, Florida, Osprey Room, 5<sup>th</sup> floor. Next meeting will be utilized to determine if there will be a summary of the subcommittee meeting provided during the CSAB meetings.