KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

**Governance Committee Meeting Agenda**
**October 21, 2026, 9:00 a.m. – 10:00 a.m.**

1. **Introductions and Instructions**
   Meredith Chartrand-Frisch, Governance Chair

2. **Public Comments**
   Public comments will be taken for each item on the agenda. Comments must be made about the specific agenda item. The audience will have an opportunity for public comment on general topics at the end of the meeting.

3. **Approval of August Minutes**

4. **Governance Updates**

   a. Discussion Item: FY27 Approved Budget - Jessica Pitts
   b. Discussion Item: Annual Report Update - Rodger Belcher
   c. Discussion Item: Work Study Update - Penny Zuber
   d. Discussion Item: Rules Committee Presentation - Kenneth Darity

5. **Strategic Services Committee Update**
   Meredith Chartrand-Frisch, Governance Chair

6. **Other Business**

7. **General Public Comments**

8. **Adjourn**

**Governance Committee Meeting Minutes**
**August 19, 2026, 9:00 a.m. – 10:00 a.m.**

1. **Introductions and Instructions**
   Meredith Chartrand-Frisch, Governance Chair

   Ms. Chartrand-Frisch opened the meeting by welcoming all attendees.

   Board Members Present – Meredith Chartrand-Frisch, Lawrence Dennis, Josh Martino, Carson Tranquille

   Also Present – Dana Kriznar - Interim Chief Executive Officer, Kenneth Darity - Chief Administrative Officer, Rodger Belcher – Chief Strategy Officer, Jessica Pitts – Director of Finance, Regina Ross - OGC and Anna DeWese, DCPS

2. **Public Comments**
   Ms. Chartrand-Frisch explained that public comments will be taken for each item on the agenda. Comments must be made about the specific agenda item. The audience will have an opportunity for public comment on general topics at the end of the meeting. There were no comments.

3. **Approval of May Minutes**
   Meredith Chartrand-Frisch, Governance Chair

   Ms. Chartrand-Frisch asked if there were any revisions to the minutes. Since there were none, she called for a motion to approve the minutes.

   Motion: Lawrence Dennis
   Second: Josh Martino
   Approval: 3-0

4. **Governance Activities**
   Dr. Dana Kriznar, Interim CEO

   a. **2026 Annual Report Invitation to Quote (ITQ) – Acuity Design Group**
      Dr. Kriznar provided an overview of previous payments made to Acuity Design Group for the creation of the Annual Report. The current proposal seeks approval for a contract totaling $25,100 to cover graphic design and publication of the report. Mr. Martino expressed concerns regarding the high cost associated with this production, suggesting it is significantly more than similar projects. He proposed to investigate local and national printing options that might offer more competitive pricing. Following a discussion, the committee reached a consensus to delay the vote on this matter until additional research on pricing could be completed.

b. **COOP Agreement Renewal**
Dr. Kriznar sought approval for the renewal of the Continuity of Operations Agreement, which facilitates the continuation of operations during emergencies. Meredith Chartrand-Frisch then requested a motion regarding this action item.

Motion: Lawrence Dennis
Second: Josh Martino
Approval: 3-0

c. **KHA Work Study Approval**
Dr. Kriznar outlined the proposal to authorize a third-party organization to perform a formal work study of KHA, with a budget limit of $12,450. This study will encompass a thorough evaluation of KHA's internal operations, workflow processes, staffing arrangements, and overall organizational efficiency. Mr. Tranquille expressed his support for the initiative but noted that such assessments may not be required annually. Following a discussion, the committee resolved to ask the Finance Committee to identify the most suitable option from DCSI.

Motion: Meredith Chartrand-Frisch
Second: Josh Martino
Approval: 3-0

5. **CEO Search Update**
Meredith Chartrand-Frisch, Governance Chair
Ms. Chartrand-Frisch delivered an update regarding the search for a new CEO, announcing that the Board has approved the hiring of Penelope Zuber. Employee Services was responsible for extending the job offer to Mrs. Zuber, who has accepted the position and is set to commence her duties on September 21st.

6. **GUIDE & Strategic Services Committee Update**
Mr. Dennis reported that the GUIDE Committee convened on August 5th to review employee feedback regarding the CEO Evaluation and Provider/Staff Surveys. He expressed gratitude to the staff and Dr. Kriznar for their dedicated efforts in completing these tasks ahead of the CEO's arrival.

Mrs. Meredith Chartrand-Frisch announced that the Strategic Services Committee is ready to develop a Master Calendar to outline the schedule for reviewing these evaluations and deliverables.

In response, Dr. Kriznar requested that Ms. Sibley coordinate with the Committees to arrange a joint meeting of the GUIDE and Strategic Services Committees for this purpose, to which she consented.

7. **Discussion Items**

a. **Legislative Update**
Dr. Kriznar explained that Mone' Holder has secured Terrance Freeman’s seat. Mr. Freeman is planning to resign, and she will reach out to Mr. Howland to determine who will replace him as our City Council Liaison. Additionally, discussions regarding the budget are taking place in several meetings, and KHA has created a one-page document aimed at informing constituents about the possible effects of Amendment 3.

b. **Selection of Board Officers – Nominating Process**
Meredith Chartrand-Frisch shared a slate of potential Board Officers which she would like permission to share at the September Board meeting. These Officers include:

Board Chair – Cynthia Nixon
Board Vice Chair – Josh Martino
Board Secretary – Meredith Chartrand Frisch
Board Treasurer – Carson Tranquille

The Governance Committee agreed that this slate of potential Board Officers should be shared with the full Board.

8. **General Public Comments**
Mrs. Chartrand-Frisch inquired about general remarks. Mr. Leon Baxton, the CEO of CIS, reported that the inaugural week of their Afterschool program had concluded successfully, with all aspects, including food, transportation, and academic activities, functioning effectively. No further comments were made.

9. **Adjourn**
The meeting was adjourned at 9:30 a.m.

# KHA Board Tasks by Month (Updated 10/15/26)

MONTHLY REPORTS:
- Noncompliance List
- CEO Purchases Under Delegated Authority
- CEO/Leadership Reports

AS NEEDED:
- Essential Service Plan Amendments to Council Secretary — §77.108(e) — ⚖️
- Review and Approve RFP Criteria — §77.111(a)(2) ⚖️
- New Board Member Orientation — §77.106(j)

JANUARY:
- Provider Survey — Semi-Annual
- Begin 10% Budget Reduction Exercise — Annually
- KHA Staff Survey — Semi-Annual
- Youth Travel Trust Fund Approvals — Trust Fund Ordinance §111.850 — Quarterly ⚖️
- Policy & Bylaw Review — Annually

FEBRUARY:
- Finalize 10% Budget Reduction Exercise — Annually
- Board Retreat (Needs Assessment, Gap Analysis, Update Services Plan) — Annually

MARCH:
- Preliminary Budget Presentation — Annually
- Audit Reports — Quarterly
- Contract Renewal Board Approvals — Annually
- Liaison Report — §77.108(d)(i) — Quarterly ⚖️

APRIL:
- Submit Proposed Budget to Mayor — §77.113 — Annually ⚖️
- Youth Travel Trust Fund Approvals — Trust Fund Ordinance §111.850 — Quarterly ⚖️
- Philanthropic Reports — §77.108(d)(ii) — Semi-Annual ⚖️

MAY:
None

JUNE:
- Board Assessment Tool Sent to Board — Annually
- Election of Officers — §77.106(g)(1) — Annually ⚖️
- Provider Survey — Semi-Annual
- KHA Staff Survey — Semi-Annual
- Audit Reports — Quarterly
- Budget Updates — Annually
- CEO Strategic Improvement Plan Due — Annually
- CEO Submission of Self-Evaluation — Annually
- Youth Travel Trust Fund Approvals — Trust Fund Ordinance §111.850 — Quarterly ⚖️
- Liaison Report — §77.108(d)(i) — Quarterly ⚖️

JULY:
- New Board Officers Begin — §77.106 — Annually ⚖️

AUGUST:
- Committee Appointments Finalized by Chair — Annually
- Review Board Assessment Tool Results — Annually
- CEO Evaluation and Goal Setting — Annually
- Budget Updates - Annually

SEPTEMBER:

- Liaison Report — §77.108(d)(i) — Quarterly ⚖️
- Audit Reports — Quarterly

OCTOBER:

- Philanthropic Reports — §77.108(d)(ii) — Semi-Annual ⚖️
- Youth Travel Trust Fund Approvals — Trust Fund Ordinance §111.850 — Quarterly ⚖️

NOVEMBER:

- Review Provider Performance Metrics & Contracts — Annually
- Intra-Agency Liaison Report to Council Rules Committee — §77.115 — Annually ⚖️
- Rules Committee Presentation

DECEMBER:

- Audit Reports — Quarterly
- KHA Annual Report Due — §77.109(b) — Annually ⚖️
- Annual Report of JUMP — JUMP Ordinance §180.107 — Annually ⚖️
- Liaison Report — §77.108(d)(i) — Quarterly ⚖️

| Kids Hope Alliance FY27 Approved Budget | | | |
|---|---|---|---|
| **Category** | **Approved Amount** | | **Notes** |
| **Operating Funds** | **$** | **7,717,085.00** | 3% wage increase<br>River City Readers- $80,000<br>NLP (Journey Forward)- $120,000 |
| **Program Funds** | | | |
| Early Learning | $ | 5,197,000.00 | |
| Juvenile Justice | $ | 4,009,000.00 | |
| Out of School Time | $ | 26,462,093.00 | Walk Off Charities- $300,000 |
| Preteen and Teen | $ | 6,179,000.00 | |
| Special Needs | $ | 8,275,939.00 | |
| | **$** | **50,123,032.00** | |
| **Trust Funds** | | | |
| KHA Trust Fund | $ | 200,000.00 | |
| Youth Travel Trust Fund | $ | 50,000.00 | |
| JUMP Special Revenue Fund | $ | 328,275.00 | |
| | **$** | **578,275.00** | |
| **Total City Funding** | **$** | **58,418,392.00** | |

## Kids Hope Alliance FY27 Approved Enhancements

| Enhancement | Amount |
|---|---|
| Preteen & Teen Programs (Journey Forward) | $ 500,000.00 |
| River City Readers | $ 80,000.00 |
| | **$ 580,000.00** |

| Contract Number | Description | Site / Program Name | Start Date | End Date | Amount | Number Projected To Be Served | Council District | Status |
|---|---|---|---|---|---|---|---|---|
| | | **Ordinance 2026-511-E** | | | | | | |
| | Angel Kids Foundation, Inc. | The Children's Inititative Program (Special Needs) Chardae | 10/1/2026 | 9/30/2027 | $ 215,000.00 | | 5 | Procurement Docusign 10/9 |
| 72440-26 (1) | Cathedral Arts Project, Inc. | Brave HeARTs (OST) Iscah<br>Anchor Academy<br>555 Wonderwood Dr, Jacksonville FL 32233 | 10/1/2026 | 9/30/2027 | $ 250,000.00 | | 5 | Procurement Docusign 10/16 |
| | | | | **Total:** | **$ 465,000.00** | | | |
| | | **Ordinance 2026-504-E (Direct-Funded)** | | | | | | |
| | Family Nurturing Center of Florida, Inc. | Supervised Visitation Program (Special Needs) | 10/1/2026 | 9/30/2027 | $ 75,000.00 | 300 Visistations | 5 | Provider's Signature 10/15 |
| | Walk-Off Charities, Inc. | Empowering Our Families' Youth Program (OST) | 10/1/2026 | 9/30/2027 | $ 300,000.00 | 2,000 | 3 | Awaiting Scope Approval; Budget Approved |
| | | | | **Total:** | **$ 375,000.00** | | | |
| | | **Jacksonville Journey Forward - Ordinance 2026-504-E** | | | | | | |
| 72387-26 (1) | Managed Access to Child Health, Inc. (2 1-year renewals) | HOPE Court Juvenile Justice) Katoia | 10/1/2026 | 9/30/2027 | $ 300,000.00 | 50 | 7 | Procurement Docusign 10/9 |
| 72507-26 (2) | University of North Florida / Florida Institute of Education (2, 1-year renewals) | Jax S.O.A.R.S. (Strengthening Opportunities to Achieve Reading Success) (Early Learning) Gregory Drive Elementary, 7800 Gregory Drive, 32210 (Lynette) | 10/1/2026 | 9/30/2027 | $ 700,000.00 | 455 | 3 | Awaiting Memo Request |
| 72385-26 (1) | Youth Crisis Center, Inc. (2 1-year renewals) | Residential Crisis Center / Touchstone Village Transitional Living and House of Hope Emergency Shelter (Special Needs) Iscah | 10/1/2026 | 9/30/2027 | $ 310,000.00 | 60 | 4 | Procurement Docusign 10/16 |
| | Family Support Services of North Florida, Inc. (2, 1-year renewals) | Center of Hope (Special Needs) Chardae | 10/1/2026 | 9/30/2027 | $ 350,000.00 | 110 | 5 | Procurement Docusign 10/6 |
| | | | | **Total:** | **$ 1,660,000.00** | | | |
| | | | | | **$ 2,500,000.00** | | | |