

## 1. Introductions and Instructions

Dr. Marvin Wells, Board Chair

Dr. Wells called the meeting to order at 10:00 a.m. and indicated that the first opportunity for public comments can only be made in reference to the current agenda items. He then commended Lissette Maldonado (25 years) and Kenneth Darity (15 years) for their outstanding service to KHA and provided each of them with a letter from the Mayor and service pin.

Dr. Wells also congratulated Delphine Brock and Cedric Hicks on their recent promotions and provided an update on Family Reading Day and the three RFPs which KHA recently submitted to the Procurement team. He summarized his introductory statements by adding that public comments will be taken at the beginning and end of the meeting.

Members Present: Dr. Marvin Wells, Tyra Tutor, Rose Conry, Kevin Gay, Rebekah Davis, Marsha Oliver, Jenny Vipperman

Members Absent: N/A

Liaisons Present: Mr. Wilson, Office of General Council, Dr. Kriznar, Duval County Public Schools

## 2. Approval of February Minutes

Dr. Wells asked for a motion to approve the February 2023 Board minutes.

Motion - Kevin Gay

Second - Rose Conry

Approved 7-0

## 3. KHA Annual Report & Services Plan

Cantrece Jones, President, Accuity Design Group

Conchita Robinson, President and Principal Consultant, C Robinson Associates, Inc.

Cantrece Jones presented the KHA Annual Report to the Board and reviewed a few highlights of the report. She also mentioned that Boys' and Girls' Clubs of Northeast FL., Inc., which is a KHA provider, printed the annual report.

Conchita Robinson introduced a draft of the KHA Services Plan and asked for feedback from the Board before they finalize the document. Dr. Grass indicated that Deborah Sibley would provide an electronic copy of the plan to the Board for input.

## 4. Finance Committee Update

Tyra Tutor, Finance Committee Chair

Mrs. Tutor introduced herself and indicated that the Finance Committee met on April 5th and the following members were in attendance: Jenny Vipperman, Rebekah Davis, Kevin Gay and

Chairman Dr. Wells. She provided a summary of the agency's financials for the past five months.

Ms. Tutor also commended Jessica Pitts and her team for attending training which enabled them to speed up the reimbursement process to 5-7 days. Ms. Tutor also mentioned that all four items on the consent agenda were passed unanimously by the Finance committee.

## 5. Governance and Programs Committee Update

Rose Conry, Governance and Programs Committee Chair

Rose Conry indicated that the Governance and Programs Committee meeting took place on April 3rd and the following Board members were in attendance: Rose Conry, Marsha Oliver and Chairman Marvin Wells and Council President Terrance Freeman.

Ms. Conry then stated that they had a very good discussion regarding the items on the consent agenda and asked if there were any questions. There were no questions, so she ended her update.

Dr. Wells acknowledged the presence of Mr. Wilson from the Office of General Counsel, Ms. Dana Kriznar from Duval County Public Schools and Lawsikia Hodges from the Office of General Counsel on Zoom.

## 6. New Business

Kenneth Darity, Chief Programs Officer

### a. Consent Agenda

Mr. Darity asked the Board to approve the contracts on the Consent Agenda which included Single Source contracts, Contract Exemptions, and the SAMHSA Grant Application. At Chairman Wells' request, Mr. Darity provided the definitions of single source and exemptions.

Dr. Wells then asked for a motion for the Board to enter into discussion regarding the consent agenda.

Motion - Rose Conry  
Second - Jenny Vipperman  
Approved 7-0

Mr. Darity then provided a summary of the grant application and asked if there were any questions. There were none so Dr. Wells advised the Board to vote.

Motion - Rebekah Davis  
Second - Rose Conry

Approved 7-0

**b. Sole Source Contracts - PreTeen/Teen**

Mr. Darity provided a summary of the Goodwill program and asked the Board if there were any questions. There were none. Rose Conry recused herself from the vote because she is a Consultant with Goodwill.

Motion - Tyra Tutor

Second - Marsha Oliver

Approved 6-0

**7. Nominating Committee Board**

Dr. Marvin Wells, Board Chair

Dr. Wells indicated that according to the bylaws, he can only serve two years as KHA's Board Chairperson. Dr. Wells then formed a committee to make recommendations for next year's Board Officers.

Dr. Wells shared that he selected Kevin Gay, Marsha Oliver and himself as the Nominating committee to return recommendations back to the Board by the next scheduled meeting. He asked if there were any questions and there were none.

**8. CEO Delegation Report**

Mike Weinstein, Chief Executive Officer

Mike Weinstein stated that we did receive a unanimous vote from City Council to name KHA's Board Room the Howard I. Korman Board Room. He indicated that they are working on a plaque and ceremony for the event and once those things are in place, they will work with the family to ensure that Mr. Korman is present.

Mike Weinstein also congratulated Cory Armstrong on his new position with Legislative Services for the City Council.

Mr. Weinstein also summarized a few contracts using the delegated authority. The United Way's 211 Referral Service, First Readers, COJ's Parks and Recreation summer camps, the Summer Field Trip Enhancement program, PAL Mobile Unit, and I'm a Star/Lift Jax.

**9. CEO Report**

Mike Weinstein, Chief Executive Officer

Mr. Weinstein referenced the Jacksonville Kids' Activity Map which was on each Board Member's desk and indicated that this was created in collaboration with Visit Jacksonville.

He then mentioned the implementation of the Agiloft software program which is allowing KHA to automate their contract processes and DocuSign which is being used to obtain internal COJ departments' authorization of key documents.

Mr. Weinstein indicated that once the RFP's are announced, the staff and Board cannot speak with providers regarding the application process. They must refer these calls to the Procurement department. He indicated that we would share this contact information with the Board and Staff.

Mr. Weinstein then announced that his plan is to retire during the 3rd quarter of 2023 between July and the end of September which would require a transition plan. That concluded Mr. Weinstein's comments.

Rose Conry then indicated that she has been a Board member since 2019 and wants to ensure that KHA remains stable. She then asked if we could entertain a motion to promote Dr. Grass to CEO once Mr. Weinstein retires.

Dr. Wells stated that this was an excellent motion and asked if the Board could hold that discussion until after the Partner Presentations so that they could have a more robust discussion.

Ms. Kriznar then noted that she is receiving questions from Principals regarding the RFP application process. Mike Weinstein responded DCPS is not a part of the cone of silence but if a question arises in the future, they may contact Mr. Darity for clarification.

## **10. Partner Presentations**

### **a. Step-by-Step Behavioral Health Services (Small Provider)**

Desiree Jones, Chief Executive Officer

Ms. Jones thanked KHA for the huge impact KHA funding has had on their organization especially on students' attendance, academics and parental participation.

Ms. Jones also discussed the clothing and food pantry; toiletries drive and conflict resolution workshops they are able to foster as a result of KHA funding.

### **b. United Way 211 Referral Service**

Jeff Winkler, Head of Basic Needs, Community Impact

Mr. Winkler expressed his excitement to enter into a new partnership with KHA. He then summarized the services provided by the 211 referral service and shared the top three reasons why people call for assistance which are rent/mortgage, food and utilities. He indicated that they will be able to provide the Board and KHA with data regarding the number of inquiries received by phone and on their website for afterschool and summer programming needs.

## 11. Board Discussion

Dr. Marvin Wells, Board Chair

Dr. Wells began by advising the audience that even though it wasn't on today's agenda, the meeting would include a discussion regarding the CEO position. He then asked the audience if there were any public comments regarding the issue and there were none.

Rose Conry repeated her earlier motion which was to continue a positive trajectory for the agency by entertaining the motion of Dr. Saralyn Grass becoming the next CEO after Mike Weinstein's retirement.

Each Board member provided ideas regarding filling the CEO position after Mr. Weinstein's retirement. The suggestions included performing a local/national search, appointing an interim CEO, asking the Board Chair to convene a committee to examine additional options and voting to appoint Dr. Grass as CEO.

Dr. Wells then indicated that the Board had to make a decision which is in the best interest of KHA and most importantly the children. He summarized the choices which were to elect Dr. Grass as the CEO or appoint her as an Interim CEO and then conduct a search.

After much discussion, Rose Conry was asked to repeat her earlier motion to appoint Dr. Grass as the CEO upon Mr. Weinstein's retirement. A vote was then conducted and the motion carried:

Motion - Rose Conry

Second - Kevin Gay

Approved 5-2

## 12. Public Comment

Dr. Marvin Wells, Board Chair

Dr. Wells then asked if there were any public comments and Mr. Darity provided a few program updates regarding entrepreneurial opportunities for youth, a free field trip to the Florida Theater and an acknowledgement of our provider's hard work.

Dr. Wells asked Mr. Weinstein to accelerate Dr. Grass' transfer back to KHA and provide them with an estimate of time when this would occur. He then thanked the Board members for speaking honestly about the election of Dr. Grass as CEO.

**13. Next Steps**

Mike Weinstein, Chief Executive Officer

Dr. Wells indicated that the Nominating Committee would be meeting to select officers for the Board. He then asked for public comments and there were none. The meeting was adjourned at 11:45 a.m.