



**GOVERNANCE COMMITTEE MEETING SUMMARY**  
**January 7, 2019**  
**1:00 PM – 2:30 PM**

**Voting Board Attendees:**

Dr. Barbara Darby, Committee Chair  
Rebekah Davis  
Kevin Gay

**Staff:**

Adam Miller, Brian Thomas, Cynthia Nixon, Dae Lynn Helm, Delores Williams, Jennifer Blalock, Joe Peppers, Joyce Watson, Lenora Wilson, Mary Nash, Mary Tobin and Ruth Waters

**COJ Staff:**

Lawsikia Hodges, Diane Moser, CM Joyce Morgan-Danford, Chester Aikens II

**Guest:** Stanley Scott

**Call to Order**

The Governance Committee meeting was called to order at 1:01 p.m. by Dr. Darby. Dr. Darby thanked everyone for coming today and introduced CM Joyce Morgan- Danford and her ECA, Chester Aikens II. Dr. Darby asked everyone in attendance to introduce themselves. Dr. Darby informed everyone that in case of an emergency of the evacuation routes and exists and that Adam Miller is one of the people to contact during an emergency. Dr. Darby asked for a motion to approve the Governance Summary. Ms. Davis made the motion and Mr. Gay seconded it. Dr. Darby opened the floor for discussion and public comments. With none being heard, Dr. Darby asked all in favor to signify by the sign of “aye”. All were in favor and the motion passed. Dr. Darby briefly touched on Governance work plan and time line. The items in red are being worked on and the items in green have been completed.

**Youth Travel Trust Fund**

The Governance Committee has been working with staff to create the procedures for the Youth Travel Trust Fund and has revised the application and review process. Dr. Darby has invited Council member, Joyce Morgan-Danford to give feedback from the City Council’s publicly called meeting on the Youth Travel trust. CM Danford stated that during their meeting they had discussed ways to make the process easy for applicants to apply and receive the funds in a timely manner. Some suggestions from the meeting were:

- Possibly giving 50 percent advance for travel
- The need for receipts upfront if there was a decision to do 50 percent advance



- Streamlining the process by preapproving applicants based on the guidelines and criteria
- Giving provisional approval for funds
- Improve advertisement
- Strengthening the organizations fund raising
- Ways to improve the amount of time it takes to distribute the funds once approve

Dr. Darby thanked CM Danford for her interest in helping with the youth Travel trust Funds and for coming today. The Governance committee has also being trying to develop a plan that would resolve some of the same concerns in the community.

There was discussion on advertisement and how we are letting the public know about the funds available. Mr. Miller stated that he is working to update the page on the Kids Hope Alliance website and working on sending out public notices via constant contact.

There was discussion about allowing the funds to accrue instead of letting them lapse.

Ms. Hodges talked about the Ordinance language and the eligibility requirements.

Mr. Peppers would like to meet with CM Danford prior to the board being presented with a final draft of the Youth Travel Trust to make sure that all City Council concerns have been addressed.

Dr. Darby opened the floor for any public comments. Mr. Stanley Scott stated that he would like to get a copy of KHA funded programs and money flow from the bottom up. Dr. Darby stated that Ms. Scott can put in a public service request for that information.

### **CEO Performance Evaluation**

The Governance Committee has been working with the City's Employee Services Division to complete this request. At this time Diane Moser went through two drafts that were presented to the Governance Committee. Ms. Moser talked about the Core Competencies, Job Competencies, and Performance Objectives. Committee members like a place to add comments and would like to have a place for goals to be included on the evaluation.

Mr. Peppers stated he agreed with the evaluation and it will tell him how effective he is as a leader, what his strengths or weaknesses are.

After the Committee decided which evaluation to used, it was discussion on the review period. Should it be calendar year or fiscal year? There was discussion on how to evaluation which budget to evaluate him on since this fiscal year just started in October 1, 2018 and what are the committee targets for part three in the evaluations tool that was selected.

Dr. Darby asked for a motion to approve the use of the CEO evaluation presented by Diane Moser. Ms. Davis made the motion to accept and Mr. Gay seconded it. Dr. Darby opened the floor for further discussion and public comments.

Mr. Scott made comments that he thinks it's too early to evaluate the CEO.

Dr. Darby asked all in favor to signify by the sign of "aye". All were in favor and the motion passes.

### **Kids Hope Alliance Bylaws**

Dr. Darby stated that the Committee has a draft before them. Ms. Davis made a motion and Mr. Gay seconded it. Dr. Darby opened the floor for discussion and public comments.



The Committee requested the following edits to the Bylaws:

Section 5.2 (d) should read “or” not “of”

5.1 confirmed by “City” Council

5.2 clarify non-voting

5.6 add “City” Council

8.1. change to the “Board” has sole authority

8.3 add “to” ensure

8.5 add “Kids Hope” Alliance

Public comments were made by Mr. Scott

Dr. Darby thanked Mr. Scott for his comments and willingness to help.

Dr. Darby asked all in favor to signify by the sign of “aye”. The motion to present the draft Bylaws to the board was passed.

#### **Action Item**

Dae Lynn Helm introduced the Teen Pregnancy Prevention Grant. Ms. Helms stated The Committee is asked to give Kids Hope Alliance the authority to apply for the Teen Pregnancy Grant once it’s released. This grants fits into one of our Essential Services categories and will not require any match dollars. Phase one will promote healthy adolescence and the reduction of teenage pregnancy and associated risk behaviors. Mr. Peppers talked about the teen pregnancy rate and that this will be a good program to have.

Dr. Darby asked for a motion to approve the application process once the grant is released. Ms. Davis made the motion and Mr. Gay seconded it. Dr. Darby opened the floor for further discussion and comments.

Dr. Darby asked about program metrics for the grant and the return on investment. Dr. Darby would like to have more information added to Framework for Grants spreadsheet. Dr. Darby would also like the number of teens that will be impacted by the program and what type of legislation will be required. These items need to be added before this is presented to the full Board. Mr. Gay agreed with Dr. Darby’s requested explained why this information will be important to the full Board. Dr. Darby asked all in favor to signify by the sign of “aye”. All were in favor and the motion passes.

#### **Public Comment**

Mr. Scott stated that he came to help and he is an advocate for children. He wants to see outcomes. Dr. Darby thanked Mr. Scott for coming.

#### **Adjourn**

The meeting was adjourned at 2:30 p.m.