



**FINANCE COMMITTEE MEETING SUMMARY**  
**September 16, 2020**  
**9:30 AM – 11:00 AM**

**Zoom Meeting: 1-646-558-8656, ID 945 1327 0144**  
**Open to the Public**

**Voting Board Member Attendees:**

Tyra Tutor  
Rose Conry  
Dr. Marvin Wells

**Staff:**

Mike Weinstein, Saralyn Grass, Delores Williams, Travis Williams, Cory Armstrong, Joyce Watson, April Hart, Tyrica Young, Mary Nash, Kenneth Darity, Katoia Wilkins, Ruth Waters, Tia Keitt, LaRaya Strong, Lenora Wilson, Dae Lynn Helm, John Everett, Rodger Belcher, Eunice Dumba, Sylvester Pinckney, Mari Ganues, Deborah Sibley and others

**COJ Staff:**

Julia Davis, Office of General Counsel

**Guests:**

Leon Baxton, Jerome Baltazar, Cheryl Wilder, Jill Storey, Julie Solomon, Jenifer Jerles, Keto Porter, among others

**Call to Order**

The Finance Committee Meeting was called to order at 9:30 a.m. by Tyra Tutor, Finance Chair. Ms. Tutor thanked everyone for calling and went over the Zoom meeting instructions and contact information for anyone experiences communication problems.

**Approval of the Minutes**

Ms. Tutor asked for approval of the August 12<sup>th</sup> finance summary. Rose Conry made the motion and Dr. Wells seconded it. Ms. Tutor opened the floor for discussion and public comments. Mrs. Tutor asked all in favor of passing the summary signify by the sign of “aye”. All were in favor and the motion was passed.



## **Finance Report**

April Hart, Assistant Director of Finance, went over the finance report ending on July 31, 2020 and gave updates on the KHA combined report and operating funds. Ms. Hart and the leadership team have been working to determine where there may be unspent contract funds and how best to utilize the funds to avoid recapturing. Ms. Hart went through each grant listed below and allowed time for any questions during her review.

Afterschool Food Program 2019 - 2020

Healthy Families Grant

Wallace Foundation Grant

21<sup>st</sup> CCLC Program Impact Grant 2020

21<sup>st</sup> CCLC Program Team Up Excel 2019 - 2020

Criminal Justice, Mental Health & Substance Abuse Reinvestment Grant

SAMHSA High Fidelity Wrap Around Grant

SAMHSA Jax System Collaborative Care

Youth Travel Trust Fund

Kids Hope Alliance Trust Fund- Stop the Violence

Kids Hope Alliance Trust Fund- Mini Grants Program

Jax Kids Book Club Trust Fund

## **New Business**

### **Action Items**

#### **Mary Nash introduced Substance Abuse and Mental Health Services**

**Administration contract renewal.** The Finance Committee is asked to approve the renewal for 12 months and authorize the CEO to execute the necessary documents. Ms. Nash said there is a cash match in the amount of \$75,000.00 and the need for one position to oversee the contract. Ms. Tutor asked for a motion to approve the request. Rose Conry made the motion and Dr. Marvin Wells seconded it. Ms. Tutor opened the floor for discussion and public comments. With no other discussion or public comments, Ms. Tutor asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.

#### **Mary Nash introduced No Cost Extension for Boys and Girls Club Youth Family**

**Empowerment Center.** The Finance Committee is asked to approve the extension of the contract and authorize the CEO to execute the necessary documents for the Youth Empowerment Center that provide services to youth and their families. Due to COVID19 the provider ceased all onsite workshops and provided services through weekly calls, wellness checks, and virtual contact. This two-month extension will allow the provide to utilize the full contract funds. Ms. Tutor asked for a motion to approve the request. Dr. Wells made the motion and Mrs. Conry seconded it. With no other discussions or public



comments, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Dr. Grass introduced FY 20/21 Contract Renewals.** The Finance Committee is asked to authorize the contract renewals for the providers listed on exhibit A and authorize the CEO to execute the necessary documents. These contracts will be for a ten-month period and funding will be prorated to line up with the school year. Dr. Grass said changes are being made to the funding amounts for Preteen & Teen programs listed on exhibit A. Dr. Grass said she would send out the updated action item after the meeting. Dr. Grass asked the KHA directors to give highlights and to share any concerns they have with the Committee. Mr. Everett, Director of Preteen & Teens, went over his programs and did not have any concerns.

Katoia Wilkins, Director of Juvenile Justice, had concerns about the Evening Reporting Center. Kids are referred to the program through the court system and due to COVID19 the program was shut down from March through June. Ms. Wilkins said that the program has now resumed but there will be leftover unspent dollars.

Mary Nash, Director of Special Needs, went over her programs and does not have any concerns. Ms. Nash said the providers have been very creative during the pandemic and have been working together to provide services to the children and their families. Ms. Tutor asked for a motion to approve the item. Mrs. Conry made the motion and Dr. Wells seconded it. Dr. Wells asked about Hope Street and their struggles during COVID19. Julia Davis, with the Office of General Counsel, asked Dr. Grass about the changes being made to the action item. Dr. Grass said the action action item has been updated and will be pulled from the consent agenda at the Board meeting. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Dr. Saralyn Grass introduced FY 20/21 Direct Services Contract approvals.** The Finance Committee is asked to approve direct contracts with the following agencies listed on the action item and authorize the CEO to execute the necessary documents. Dr. Grass talked about contract dates and renewal options, and then asked the directors to give some background information on the programs. Regarding Communities in Schools Carter G. Woodson location; Mr. Weinstein talked about working with DCPS to make sure that this is something they would be interested in having since the school was slated for closure. Mr. Weinstein talked about funding for this site being proposed to city counsel and waiting for their approval.

Lenora Wilson, director of Early Learning, gave updates on Early Learning Coalition and the services they provide. Mary Nash, director of Special Needs, gave updates on the programs she oversees. Ms. Nash oversee the full-service school contracts and a contract that provides burial assistance to families who have suffered the loss of a child. Kenneth Darity, director of Out of School Time, gave updates on a request to fund Communities



in Schools for an afterschool program at Cater G. Woodson. John Everett, director of Preteen & Teen, gave updates on the contract with Goodwill Industries. Ms. Tutor asked for a motion to approve the direct funding request. Mrs. Conry made the motion and Dr. Wells seconded it. Ms. Tutor opened the floor for discussion and public comments. Ms. Tutor asked about funding for the Preteen and Teen program listed. Dr. Wells said he was supportive of Angels for Allison and infant mortality. Leon Baxton thanked staff for their advocacy. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Tyrica Young introduced Afterschool Meals Program Grant Renewal.**

The Finance Committee is asked to approve the renewal of KHA’s grant from the Florida Department of Health/Bureau of Child Nutrition Programs and authorize the CEO to execute the contract. The program will operate at 40 sites Monday through Friday. Ms. Tutor asked for a motion to move this item for discussion. Mrs. Conry made the motion and Dr. Wells seconded it. Ms. Tutor opened the floor for discussion and public comments. Mrs. Young mentioned that due to unitized packaging of the meals there was a slight increase in the cost. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Joyce Watson introduced CEO Signing Authority.** During such time as the CEO is out of the office on business or leave from work the duties will fall on the Chief Program Officer. This action allows the business of Kids Hope Alliance to continue uninterrupted. Ms. Tutor asked for a motion to approve this item. Mrs. Conry made the motion and Dr. Wells seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Staff Updates**

April Hart gave updates on KHA funding and utilizing any unspent funds. Mr. Weinstein talked about reorganizing and preparing for the future. Staff have been working with a consultant group to address racial equity in the workplace and developing focus groups. Ms. Tutor has been asked to be the board liaison to the Inspector General’s report. Dr. Wells asked for clarification on the vacant position unspent dollars and how will those funds be used.

**Public Comment**

None

**Adjourn**

The meeting was adjourned at 10:55 a.m.