

Kids Hope Alliance
The Jacksonville Partnership for Children, Youth and Families
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

Board Meeting Minutes

Meeting Information	Board Member Attendance			
Date: February 19, 2020 Location: Kids Hope Alliance Multipurpose Room, 2nd Floor	Y	Kevin Gay- Chair	Y	Tyra Tutor
	Y	Dr. Barbara Darby	N	Dr. Marvin Wells
	Y	Rebekah Davis	Y	Donna Orender
	Y	Rose Conry		

Advisory: Rob Mason, Office of the Public Defender; Laura Lothman, State Attorney Office; Dana Kriznar, DCPS

City Staff: Julia Davis, Office of General Counsel; Johnny Gaffney, Mayor’s Administration; Dawn Lockhart, Mayor’s Administration

KHA Staff: Donnie Horner, Dr. Saralyn Grass, Delores Williams, Travis Williams, Cory Armstrong, Joyce Watson, April Hart, Lenora Wilson, Rodger Belcher, Lissette Maldonado, Tia Keitt, Tousha Allen, Sylvester Pinckney, Mary Nash, John Everett, Kenneth Darity, Katoia Wilkins, Julia Davis, Chandra Brown

Guest: [2.19.2020 Guest sign in.pdf](#)

Agenda Items	Action/Outcome
CALL TO ORDER	Kevin Gay called the meeting to order at 10:06 am. Chairman Gay thanked everyone for coming and said the agenda will be shifted to accommodate important items today. Chairman Gay went over the emergency exit plan and explained that comment cards are available for anyone wishing to speak to any action item or for general comments at the conclusion of the meeting.
APPROVAL OF THE MINUTES	Chairman Gay asked for a motion to approve the January 15, 2020 Board Summary. Dr. Barbara Darby made the motion to approve with minor changes and that the minutes reflect that Donald Horner was not present at that meeting. Tyra Tutor seconded it with changes. Chairman Gay asked for discussion and public comments. With none being heard, the motion to approve the summary was passed.

<p>FINANCE COMMITTEE REPORT</p>	<p>Mrs. Tutor gave the Finance Report from the meeting that took place on February 12, 2020. The Committee reviewed the first quarter report that ended on December 29th. Mrs. Tutor thanked April Hart and Daniel Nasr for their hard work and the development of a Financial Summary report. Mrs. Tutor said that Cynthia Nixon’s job has been posted and there is no completion date for the Financial Audit being done on KHA grants policies and procedures. The Finance Committee reviewed the Out of School Time RFP which will be discussed later.</p>
<p>GOVERNANCE COMMITTEE REPORT</p>	<p>Dr. Darby gave the Governance Report from the meeting that took place on February 3, 2020. The Committee approved all the action items on the agenda. Dr. Darby asked to pull the Summer Camp Continuation Funding to discuss in more detail. The Committee has finalized the Governance workplan and discussed the protocol for small providers.</p>
<p>CONSENT AGENDA</p>	<p>Chairman Gay asked for a motion to approve the consent agenda. Dr. Darby made the motion to approve items below on the consent agenda with discussion on the Summer Camp Continuation funding. Mrs. Tutor seconded the items below with discussion on the Summer Camp Continuation Funding.</p> <ul style="list-style-type: none"> • Boys & Girls Club Seat Transfer • Communities in School Seat Transfer • Douglas Anderson Youth Travel Trust Request • First Baptist Church of Oakland Travel Trust Request <p>Chairman Gay opened the floor for discussion and public comments.</p> <p>Dr. Saralyn Grass and Kenneth Darity gave updates on the additional information that was requested by Dr. Darby in reference to the Summer Camp Continuation funding. Those items were:</p> <ol style="list-style-type: none"> 1. Map showing the location of program sites 2. Quality compliance of the programs to be able to continue to receive funding. 3. Are the providers meeting the average daily attendance that they said they would? <p>Dr. Darby wanted board discussion since the same providers will be receiving funding. Dr. Grass mentioned that the Summer Camp and Afterschool RFP will not be released in time to offer summer camps this year but would be available</p>

	<p>for this year’s afterschool programs.</p> <p>Donna Orender asked how do we make this more user friendly. The Board had discussion on the delay of the RFP and how will other providers be able to get funding for summer, contract requirements and any other changes. The board discussed timelines so that providers have enough time and preparation to start on time if they are awarded funding. Dates discussed for the afterschool RFP were to inform providers by March if they are awarded and to all contracts executed by May. For 2021 Summer Camp, RFP is to have everything done by August of this year and have contracts executed.</p> <p>Public Comment were made by Leon Baxton thanking staff for listening to the providers.</p> <p>With all discussion and public comments being heard, Chairman Gay asked for a motion to approve the Out of School Time RFP. Dr. Darby made the motion and Rose Conry seconded it. Chairman Gay asked all in favor to signify by the sign of “aye.” All were in favor and the motion was passed.</p> <p>Dr. Grass took a moment to go over the updates to the OST Draft. Items discussed were the 25% advance, Chapter 118 requirements, parent surveys, family engagement, application process, providers’ finance report and audit requirements. Dr. Grass said she would continue to work with procurement and risk and will send the most updated version to Board Members.</p>
<p>ACTING CEO APPOINTMENT</p>	<p>Chairman Gay reviewed the Board’s Bylaws and talked about providing leadership until a permanent CEO is determined. Chairman Gay talked about qualities the Board would like to have in a CEO and then went over a few guidelines he would like to incorporate for this position.</p> <ol style="list-style-type: none"> 1. Acting CEO will not apply for the permanent CEO position. 2. The Acting CEO will not be allowed to change any position within KHA without Board approval. 3. No Board Member will be allowed to apply for the CEO or acting CEO position. 4. Acting CEO will not be allowed to remove, promote or demote any position in KHA without Board approval. <p>Dr. Darby said she agreed with three of the items.</p>

	<p>Board members expressed their thoughts on this process and made recommendations for the acting CEO position. Mr. Mike Weinstein's name was mentioned and Ms. Gibbs. Mrs. Conry asked for clarity on the roles of an acting, interim and permanent CEO.</p> <p>Dr. Darby mentioned that KHA has a CEO who is on paid admin leave that the Board should take no further action until the Office of Inspector General releases its report. After all input from the Board Members, the Board decided to extend the offer of acting CEO to Mike Weinstein. The Board Members discussed salary and responsibilities of the acting CEO.</p> <p>Laura Lothman made comments.</p> <p>Rebekah Davis made comments.</p> <p>Dr. Darby made the motion to extend the offer to Mike Weinstein and Mrs. Tutor seconded it. Chairman Gay opened the floor for further discussion and public comments. The Board deferred to the HR Department to work out the details of the offer with Mr. Weinstein.</p> <p>Michelle Braun made public comments.</p> <p>Mrs. Conry said there needs to be a person in the office now, that staff can go to until Mr. Weinstein arrives. Dr. Grass was selected as a point of contact for staff.</p>
<p>ADJOURN</p>	<p>Chairman Gay acknowledged Julia Riggins for 30 years of service with the City of Jacksonville.</p> <p>Chairman Gay thanked everyone for coming today and said the remaining items on the agenda will be held until next month's meeting.</p> <p>Meeting adjourned at 12 p.m.</p>