



April Board of Directors Meeting Agenda

DATE: Wed April 13th, 2022
TIME: 10:00am - 12:00pm EDT
LOCATION: Jacksonville Public Library Multi-purpose Room
GROUPS: Board
REMOTE: <https://us02web.zoom.us/j/85040115271>

1. **Introductions and Instructions**

Dr. Marvin Wells

2. **Approval of the Minutes**

Dr. Marvin Wells

[2.16.22 Board Meeting Minutes.pdf](#)

3. **Finance Committee Report**

Tyra Tutor

[2.28.2021 Budget to Actual Operating.pdf](#)

4. **Governance and Programs Committee Report**

Rose Conry

5. **Consent Agenda**

Dr. Saralyn Grass

a. **Contract Exemptions FY22-23**

[22-002-C Contract Exemptions FY22.23 Action Items.docx](#)

b. **Contract Extensions FY22-23**

[22-003-C Contract Extensions FY22.23 Action Item.docx](#)

c. **Single Source Contracts FY 22-23**

[22-004-C Single Source Contracts FY22.23 Action Item.docx](#)

d. **Out of School Time Contract Renewals FY22-23**

[22-005-C Out of School Time Contract Renewals FY22.23 Action Item.docx](#)

6. **Action Items**

a. **Goodwill Sole Source**

Dr. Saralyn Grass

[22-006-C Goodwill Industries Sole Source Action Item.docx](#)

b. **Handle With Care Grant Application**

Tyrica Young

[22-007-G Handle With Care Grant Application.docx](#)

[Grant Matrix Hande with Care.pdf](#)

7. **Board Discussion**

a. **Board Self-Evaluation Tool**

Rose Conry

[Board Self-Evaluation.pdf](#)

b. **CEO Evaluation**

Dr. Marvin Wells

[CEO Evaluation Summary 2022.pdf](#)

8. **Staff Discussion**

a. **Programs Update**

Kenneth Darity

b. **CEO Delegation**

Dr. Saralyn Grass

9. **Presentations**

a. **Jacksonville Arts and Music Schools**

Jason Peoples

b. **The Giving Closet**

Jennifer Smith

c. **Acuity Design Group**

Cantrice Jones

10. **CEO Report**

Mike Weinstein

11. **Public Comment**

12. **Adjourn**

1. Introductions and Instructions

Dr. Marvin Wells

Dr. Marvin Wells called the meeting to order with Tyra Tutor, Rose Conry, Kevin Gay, Rebekah Davis, and Jenny Vipperman in attendance. Marsha Oliver was in attendance virtually and Dr. Wells made a motion to allow Marsha Oliver to conduct business virtually for the meeting. The motion was seconded and the vote was 6-0.

2. Approval of the Minutes

The minutes were motioned, seconded, and approved 7-0.

3. Finance Committee Report

Tyra Tutor

Tyra Tutor presented the finance committee report, including the unofficial Q1 financials. The Finance Committee reviewed and approved the action item on the consent agenda. Mrs. Tutor updated the Board that the position for Director of Finance was posted.

4. Governance and Programs Committee Report

Rose Conry

Rose Conry presented the Governance and Programs Committee report, and informed the Board that the committee approved the action item on the agenda.

a. CEO Evaluation

Dr. Saralyn Grass explained the procedure for the CEO evaluation. She explained that once the evaluation is approved, an email with detailed instructions, including how to fill it out and who to send it to, will be sent. Rose Conry explained the key accountabilities that the evaluation is based on and that Mike Weinstein will be evaluated on those key accountabilities. Mr. Weinstein explained that these will be sent to the HR department that is not internal, but a City department. Dr. Wells will explain the summarized evaluation at the next Board meeting. The CEO evaluation was moved and seconded, and approved 7-0.

5. Consent Agenda

a. Mentoring and Training Services for Programs

Dr. Saralyn Grass read the Mentoring and Training Services for Programs action item.

b. Board Bylaws

Dr. Saralyn Grass reminded the Board that they discussed changes to the bylaws last Board meeting, and they previously required 10 days' notice to approved changes to the bylaws so it was put to this months agenda with advanced notice.

The consent agenda was motioned, seconded, and approved 7-0.

6. Board Discussion

7. Staff Discussion

a. Program Update

Kenneth Darity

Kenneth Darity shared that KHA served 10,385 youth for the month of December. That was roughly a 200 youth decrease from the month of November due to preparations for Christmas break. Staff is beginning their external assessments for Spring. Staff visited 79 sites, an increase from the 63 from the first quarter. Mr. Darity shared highlights from the Essential Service Categories and that 218 contracts are active, up from 199 last Programs Update.

b. CEO Delegation

Dr. Saralyn Grass

Dr. Saralyn Grass gave context for the NLP Logix Afterschool Efficacy Study and how the organization got to the point of the final product. Dr. Grass also informed the Board that there were no CEO Delegation items that took place in the last two months.

8. Presentations

a. NLP Logix

Katie Bakewell

Katie Bakewell presented the Afterschool Efficacy Report. In the study, they had student level data for KHA students, and for non-participants (non-KHA students) and aggregate numbers were used to compare between two participant groups. One hypothesis was, "what is the difference between those who take part in KHA programs and those who do not?". Findings were higher promotion rates, higher attendance, and lower referrals for KHA students. The second hypothesis was, "what happens when KHA students interact with programs?". Tyra Tutor asked why there were no High School students included in the study. Mrs. Bakewell responded by saying that the best sample size of students appropriate to the study were Out of School Time versus Pre-Teen/Teen. Dr. Marvin Wells commented that the difference in reading levels between participants and non-participants was very encouraging. Mike Weinstein mentioned that longitudinal studies are definitely in the future for KHA research. Stanley Scott made a public comment regarding the differences shown in the data and in the community.

b. Ed White High School - Pre-Teen/Teen Programming

Paul Martinez, Boys and Girls Club

Paul Martinez spoke regarding the relationship between KHA and the Boys and Girls Club. Mr. Martinez was proud to announce the opening of a new teen center in Jacksonville in a community in need. Natasha Skipper from Boys and Girls Club presented information on the Pre-Teen/Teen program at Ed White High School. Boys and Girls Club representatives also presented services provided at the Citi Teen Center program and Camp Deep Pond. Dr. Marvin Wells thanked Boys and Girls Club for their presentation. Diana Johnson from the Public Defender's Office asked how kids can join the Ed White Boys and Girls Club Program. Mrs. Skipper responded by saying that only Ed White students can attend. Stanley Scott made a public comment regarding STEM technology for underserved communities.

9. CEO Report

a. Covid Learning Recovery

Mike Weinstein presented the proposal that KHA made to the City of Jacksonville for ARP funds that would be used to fund grade level reading programs and learning recovery programs.

10. Public Comment

Stanley Scott made a public comment regarding his support for KHA and civil engagement.

11. Adjourn

Dr. Marvin Wells adjourned the meeting.

KIDS HOPE ALLIANCE
Income Statement-Operating Fund
February 28, 2022

	A	B	C	D	E(C+D)	B-E
	Original Budget	Current Budget	Actual Expenditures as of 2/28/2022	3/1/22- 9/30/22 Projection	Projected Year End Expenditures/ Enc/Revenue	Budget Variance
REVENUES:						
Earnings on Investment	\$ 77,038	\$ 77,038	\$ 22,223	\$ 52,000	\$ 74,223	\$ (2,815)
Miscellaneous	-	-	1,169	-	1,169	1,169
Transfer from Fund Balance	-	1,957,523	-	1,957,523	1,957,523	-
Contributions from General Fund	35,250,495	35,356,324	17,731,077	17,625,247	35,356,324	-
Total Revenues	\$ 35,327,533	\$ 37,390,885	\$ 17,754,469	\$ 19,634,770	\$ 37,389,239	\$ (1,646)
EXPENDITURES:						
Salaries and Benefits	\$ 4,448,986	\$ 4,414,815	\$ 1,632,686	\$ 2,282,000	\$ 3,914,686	\$ 500,129
Internal Service Charges	773,306	773,306	272,695	520,611	\$ 793,306	\$ (20,000)
Other Operating Expenses	944,357	1,084,357	327,569	730,000	\$ 1,057,569	\$ 26,788
Capital Outlay	1	1	-	-	\$ -	\$ 1
Grants and Non Profit Funding	36,066,691	37,083,714	11,084,497	25,650,000	\$ 36,734,497	\$ 349,217
Transfers	799,185	1,739,685	269,235	1,470,450	\$ 1,739,685	\$ 0
Total Expenditures	\$ 43,032,526	\$ 45,095,878	\$ 13,586,681	\$ 30,653,061	\$ 44,239,742	\$ 856,136
Total Revenues Less Expenditures	\$ (7,704,993)	\$ (7,704,993)	\$ 4,167,787	\$ (11,018,291)	\$ (6,850,504)	\$ 854,489
Reserve - Prior Year Encumbrances		7,704,993				
Budget Difference		<u>0</u>				

BOARD ACTION ITEM: CONTRACT EXEMPTIONS**ESSENTIAL SERVICES CATEGORY: JUVENILE JUSTICE, PRETEEN/TEEN & SPECIAL NEEDS****GOVERNANCE MEETING: APRIL 4, 2022****FINANCE MEETING: APRIL 6, 2022****BOARD MEETING: APRIL 13, 2022**

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

- 1) Approve new contract based on Procurement exemptions of the following programs from August 1, 2022 – July 31, 2023, in the approximate amount of \$2,947,239.

<i>ESC</i>	<i>AGENCY</i>	<i>PROGRAM</i>	<i>CONTRACT START DATE</i>	<i>CONTRACT END DATE</i>	<i>FUNDING</i>
JJ	Boys & Girls Club of Northeast Florida, Inc.	SOS Connection	8/1/2022	7/31/2023	\$95,459
JJ	Daniel Memorial, Inc	Juvenile Intervention Program	8/1/2022	7/31/2023	\$170,826
JJ	Fresh Ministries, Inc	Juvenile Justice Prevention and Intervention	8/1/2022	7/31/2023	\$189,720
JJ	Jewish Family and Community Services, Inc	Juvenile Prevention and Intervention Program	8/1/2022	7/31/2023	\$153,000
JJ	Twin Oaks Juvenile Development, Inc	Juvenile Justice Prevention and Intervention	8/1/2022	7/31/2023	\$111,626
PTT	The Performers Academy	The Performers Academy	8/1/2022	7/31/2023	\$126,591
PTT	Fresh Ministries, Inc	Fresh Futures	8/1/2022	7/31/2023	\$112,200
SN	Center for Children's Rights, Inc	Just Dignity	8/1/2022	7/31/2023	\$153,000
SN	Daniel Memorial, Inc	Project Prepare	8/1/2022	7/31/2023	\$81,579
SN	Youth Crisis Center, Inc	Special Needs Programs and Services	8/1/2022	7/31/2023	\$161,678
SN	Cathedral Arts Project, Inc	Alden Road, Palm Avenue, Oak Hill Academy	8/1/2022	7/31/2023	\$88,242
SN	Connecting thru Music, Inc.	Music Therapy	8/1/2022	7/31/2023	\$164,668
SN	DLC Nurse & Learn	OST Program for SN	8/1/2022	7/31/2023	\$468,996

SN	Hope Haven Association, Inc	OST Program for SN	8/1/2022	7/31/2023	\$367,200
SN	Police Athletic League of Jacksonville, Inc	Palm Avenue	8/1/2022	7/31/2023	\$161,009
SN	Jacksonville Speech & Hearing Center, Inc	Speech Therapy	8/1/2022	7/31/2023	\$229,482
SN	New Heights of Northeast Florida, Inc	Therapeutic Services	8/1/2022	7/31/2023	\$111,963

- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agencies were initially procured through a competitive RFP and have operated successfully for the past three years. The continuation of the programming can be continued through a Procurement exemption from competitive solicitation as outlined in Section VII of the City of Jacksonville’s Procurement Manual; October 2020, because the services meet one of the three following exemption criteria:

- (3) Health services involving examination, diagnosis, treatment, prevention, medical consultation or administration;
- (4) Services provided to persons with mental or physical disabilities by not-for-profit corporations which have obtained exemptions under the provisions of Section 501(c) (3) of the United States Internal Revenue Code. (In acquiring such services, the ability of the vendor, past performance, willingness to meet time requirements and price shall be considered in an effort to obtain the highest quality services at the greatest economic value to the city.);
- (5) Prevention services related to mental health, including drug abuse prevention programs, child abuse prevention programs, and shelters for runaways, operated not-for-profit corporations. (In acquiring such services, the ability of the vendor, past performance, willingness to meet time requirements and price shall be considered in an effort to obtain the highest quality services at the greatest economic value to the City.);

Therefore, the services are classified as a Procurement Exemption and may be approved in accordance with the Procurement Exemptions set forth in Section 126.107(e) of the Ordinance Code without competition.

The current recommendation is to provide an additional one year of funding to the listed agencies to provide specialized services in the areas of Juvenile Justice, Pre-Teen/Teen and Special Needs while the results of the Needs Assessment and Gap Analysis are obtained, and the Board has sufficient time to understand and potentially recalibrate funding priorities. This action will go through the proper Procurement process once approved.

The purpose of the Juvenile Justice programs is to 1) support and assist children and youth during preteen and teen years 2) provide services including but not limited to, mentoring, job training, career counseling, and youth employment programs.

The purpose of these Juvenile Justice programs is to 1) address the issues and challenges facing at-home youth ages 10-18 years old who are involved in the justice system or at risk of delinquency, 2) use evidenced-based practices believed to be the most successful in empowering youth to overcome issues and challenges that are impeding success, and 3) ensure at-home youth participants experience growth and success in academic, career, and civic potential.

The purpose of the Special Needs programs is to 1) support children and youth with exceptional conditions involving mental, behavioral, emotional, or physical disabilities, 2) address challenges which arise from these needs, the primary drivers of negative performance and behavior are mitigated.

FISCAL IMPACT:

The providers listed above will receive funding as indicated above for a total of \$2,947,239 or up to a 10% increase as necessary.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

BOARD ACTION ITEM: CONTRACT EXTENSION**ESSENTIAL SERVICES CATEGORY: JUVENILE JUSTICE & PRETEEN/TEEN****GOVERNANCE MEETING: APRIL 4, 2022****FINANCE MEETING: APRIL 6, 2022****BOARD MEETING: APRIL 13, 2022**

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

- 1) Approve six-month contract extension based on Procurement's continuation of services of the following programs from August 1, 2022 – January 31, 2023, in the amount of \$609,728.

<i>ESC</i>	<i>AGENCY</i>	<i>PROGRAM</i>	<i>CONTRACT START DATE</i>	<i>CONTRACT END DATE</i>	<i>TOTAL FUNDING</i>
JJ	Big Brothers and Big Sisters of Northeast Florida, Inc.	Seeds of Change	8/1/2022	01/31/2023	\$31,875
JJ	City Year, Inc	City Year	8/1/2022	01/31/2023	\$153,000
JJ	Girl Scouts of Gateway Council	Community Development Troops	8/1/2022	01/31/2023	\$40,895
JJ	St. Paul's Missionary Baptist Church, Inc.	Evening Reporting Center	8/1/2022	01/31/2023	\$91,800
PTT	Cathedral Arts Project, Inc	Cathedral Arts Project	8/1/2022	01/31/2023	\$54,514
PTT	Groundwork Jacksonville, Inc.	Green Team Youth Corp	8/1/2022	01/31/2023	\$47,676
PTT	Teen Leaders of America, Inc	U-Turns	8/1/2022	01/31/2023	\$189,968

- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agencies were initially procured through a competitive RFP and have operated successfully for the past three years. The continuation of the programming can be continued through a allowed six-month extension clause within the contract that allows for continuation of services.

The current recommendation is to provide an additional six months of funding to the listed agencies to provide services in the areas of Juvenile Justice and Pre-Teen/Teen while the results of the Needs Assessment and Gap Analysis are obtained, and the Board has sufficient time to understand and potentially recalibrate funding priorities. This action will go through the proper Procurement process once approved.

The purpose of the Juvenile Justice programs is to 1) address the issues and challenges facing at-hope youth ages 10- 18 years old who are involved in the justice system or at risk of delinquency, 2) use evidenced-based practices believed to be the most successful in empowering youth to overcome issues and challenges that are impeding success, and 3) ensure at-hope youth participants experience growth and success in academic, career, and civic potential.

The purpose of the Pre-Teen/Teen programs is to 1) implement year round youth job readiness training programs, 2) facilitate awareness of social service resources available to youth and family members, 3) develop employment pipelines that connect eligible youth to viable employment, certifications, and career pathways, develop formal college preparatory, internship, and collaborative partnerships with the local higher education or post-secondary education system, and 4) develop strategic partnerships with Jacksonville Chamber of Commerce and local businesses to facilitate additional opportunities for the Summer Work Program.

FISCAL IMPACT:

The providers listed above will receive funding as indicated above for a total of \$609,728 or up to a 10% increase as necessary.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

BOARD ACTION ITEM: SINGLE SOURCE**ESSENTIAL SERVICES CATEGORY: PRETEEN/TEEN & SPECIAL NEEDS****GOVERNANCE MEETING: APRIL 4, 2022****FINANCE MEETING: APRIL 6, 2022****BOARD MEETING: APRIL 13, 2022**

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

- 1) Approve new contracts based on a Single Source exemption of the following programs from August 1, 2022– July 31, 2023, in the approximate amount of \$602,750.

<i>ESC</i>	<i>AGENCY</i>	<i>PROGRAM</i>	<i>CONTRACT START DATE</i>	<i>CONTRACT END DATE</i>	<i>FUNDING</i>
PTT	Jacksonville Zoological Society, Inc.	W.I.L.D. Program	8/1/2022	7/31/2023	\$291,193
PTT	Police Athletic League of Jacksonville, Inc.	Teen Leadership Program	8/1/2022	7/31/2023	\$111,557
SN	Hope Street, Inc.	TBRI Training	8/1/2022	7/31/2023	\$200,000

- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agencies were initially procured through a competitive RFP and have operated successfully for the past three years. The continuation of the programming can only be efficiently performed by the listed agency due to the specialized nature of the services. Therefore, the services are classified as Single Source and may be approved in accordance with the Procurement Single Source Code and procedures set forth herein without competition.

The current recommendation is to provide an additional one year of funding to the listed agencies to provide specialized services in the areas of both Pre-Teen/Teen and Special Needs while the results of the Needs Assessment and Gap Analysis are obtained, and the Board has sufficient time to understand and potentially recalibrate funding priorities. This action will go through the proper Procurement process once approved.

FISCAL IMPACT:

The providers listed above will receive funding as indicated above for a total of \$602,750 or up to a 10% increase as necessary.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:
Staff recommends approval.

BOARD ACTION ITEM: CONTRACT RENEWALS**ESSENTIAL SERVICE CATEGORY: OUT OF SCHOOL TIME,
PRETEEN/TEEN & SPECIAL NEEDS****GOVERNANCE MEETING: APRIL 4, 2022****FINANCE MEETING: APRIL 6, 2022****BOARD MEETING: APRIL 13, 2022**

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**FROM: MICHAEL WEINSTEIN, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

- 1) Approve contract renewals of Out of School Time (OST) contracts to include an additional amount up to \$762,981 in order to add needed sites/slots with a contract term of August 1, 2022 – July 31, 2022.

<i>ESC</i>	<i>AGENCY</i>	<i>PROGRAM</i>	<i>CONTRACT START DATE</i>	<i>CONTRACT END DATE</i>	<i>INCREASE OST CONTRACT UP TO:</i>
PTT	Boys & Girls Club of Northeast Florida, Inc.	Citi Teen Center	8/1/2022	7/31/2023	\$293,760
PTT	Communities In Schools of Jacksonville, Inc.	High School Sites (3 sites)	8/1/2022	7/31/2023	\$174,420
PTT	Mali Vai Washington Kids Foundation, Inc.	MWF Leadership Program	8/1/2022	7/31/2023	\$73,302
PTT	The Carpenter's Shop Center, Inc.	Teen Expressive Arts Center	8/1/2022	7/31/2023	\$107,100
SN	I.M. Sulzbacher, Inc.	Special Needs OST	8/1/2022	7/31/2023	\$114,399

- 2) Authorize the CEO to execute renewal OST contracts with the addition of the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agencies were initially procured through a competitive RFP and have operated successfully for the past three years. The continuation of the

programming can be performed by adding these sites/slots to the providers' current Out of School Time contracts during the renewal process.

The current recommendation is for continued funding to provide services through the Out of School Time contracts at the agreed upon rate of \$11.22 for afterschool and \$22.44 for summer.

FISCAL IMPACT:

The providers listed above will receive additional funding in their OST renewal contract as indicated above for a total of \$762,981 or up to a 10% increase as necessary. The funding for these additions will still come from their original essential service category.

GOVERNANCE/PROGRAM IMPACT:

1. This request requires KHA Board Approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

BOARD ACTION ITEM: SINGLE SOURCE**ESSENTIAL SERVICES CATEGORY: PRETEEN/TEEN****GOVERNANCE MEETING: APRIL 4, 2022****FINANCE MEETING: APRIL 6, 2022****BOARD MEETING: APRIL 13, 2022**

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

REQUESTED ACTION:

The Board is asked to:

- 1) Approve new contract based on a Single Source exemption of the following program from August 1, 2022– July 31, 2023, in the approximate amount of \$102,000.

<i>ESC</i>	<i>AGENCY</i>	<i>PROGRAM</i>	<i>CONTRACT START DATE</i>	<i>CONTRACT END DATE</i>	<i>FUNDING</i>
PTT	Goodwill Industries of North Florida, Inc.	Take Stock in Children	8/1/2022	7/31/2023	\$102,000

- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

NARRATIVE:

The above program services provided by listed agency was initially procured through a competitive RFP and have operated successfully for the past three years. The continuation of the programming can only be efficiently performed by the listed agency due to the specialized nature of the services. Therefore, the services are classified as Single Source and may be approved in accordance with the Procurement Single Source Code and procedures set forth herein without competition.

The current recommendation is to provide an additional one year of funding to the listed agencies to provide specialized services in the areas Pre-Teen/Teen while the results of the Needs Assessment and Gap Analysis are obtained, and the Board has sufficient time to understand and potentially recalibrate funding priorities. This action will go through the proper Procurement process once approved.

FISCAL IMPACT:

The providers listed above will receive funding as indicated above for a total of \$102,000 or up to a 10% increase as necessary.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

BOARD ACTION ITEM: GRANT APPLICATION: FLORIDA BLUE – MENTAL WELL BEING – HANDLE WITH CARE PROGRAM

ESSENTIAL SERVICE CATEGORY: RESEARCH AND GRANTS

GOVERNANCE MEETING: APRIL 4, 2022

FINANCE MEETING: APRIL 6, 2022

BOARD MEETING: APRIL 13, 2022

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MICHAEL WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to:

- 1) Authorize KHA to apply for the Florida Blue – Mental Well Being grant for up to the amount of \$100,000 for each year for four years.
- 2) Authorize the CEO to execute a grant contract and any other documents necessary to fulfill grant requirements including any sub-contracts identified in the grant proposal.

NARRATIVE:

The Florida Blue Foundation seeks to fund programs that support children, teens, and their parents/caregivers that are struggling to manage stress brought on by the COVID-19 pandemic. Organizations are to provide proven methodologies and approaches for prevention and wellness interventions that will address mental/behavioral health issues, for example, making mental health services accessible (e.g., professionals, location, transportation, costs, etc.).

Goal: Advance mental well-being for families and community members to mitigate the stressors associated with issues that often impact entire families and/or communities.

The Kids Hope Alliance will focus on the development of holistic partnerships/networks of services to address mental/behavioral health. Network of services makes a significant difference in the lives of families, individuals, and children. The grant will meet the goal to provide more timely access to services; decreased wait times for urgent or emergency services; and opportunities for shared insights.

Kids Hope Alliance will request funding for a Handle with Care Network Coordinator program to work directly with the Department of Children and Families, Child Protective Services, Jacksonville Sheriff's office, Duval County Public Schools, Full Service Schools and other mental health providers to coordinate and implement a pilot program of Handle with Care (<https://handlewithcarefl.org/>).

Handle with Care is an initiative replicated in other Florida cities aimed at helping children succeed in school by alerting school staff with a simple notice when a student experiences a traumatic event involving law enforcement or Child Protection Services (CPS).

Officers at the scene of the event are trained to identify the children present, find out what school they attend and send the school a confidential email that simply says, "Handle [child's name] with Care." The memo will not provide any other details in order to protect the family's privacy.

Handle with Care notices are provided to school principals, nurses, guidance counselors/social workers, School Resource Officers (SROs) and teachers on a need-to-know basis. The inclusion of identified contractor/consultant in the grant will not require additional Board action.

Often children involved in trauma act out because they don't know how to handle the ordeal. This can range from not participating in class, to exhibiting anger or even physical pain like a headache or stomachache.

Many of these children are considered drug-endangered and have been exposed to criminal behavior, violence, loss of parents to arrest and incarceration, abuse and neglect as well as other trauma from all they have experienced.

FISCAL IMPACT:

The maximum award amount available is up to \$100,000 for four years. Kids Hope Alliance will hire a full time Handle with Care Network Coordinator with the grant dollars. KHA is requesting \$30,000 additional dollars to provide sufficient funding for initial program implementation.

PROGRAMMATIC IMPACT:

Regardless of the source of trauma, the common thread is the school. Research shows that trauma can undermine a child's ability to learn, form relationships and function appropriately in the classroom. It often leads to school failure, truancy, suspension, or expulsion, dropping out completely or involvement in the juvenile justice system.

This grant will provide the resources to build a system for Handle with Care first through a small pilot area and then expand through-out Duval County.

GOVERNANCE/PROGRAM IMPACT:

1. This request requires KHA Board Approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

Attachment A

Funding Opportunity Name: Florida Blue Foundation _____ Date: 3-10-22
 Deadline(s): April 15, 2022, 5 pm Size of Award: \$90,000 to \$100,000 per year for 4
 Funding Needed? Yes (no required match) If yes, what amount and from where? \$30,000 –TBD

Prioritized Checklist for Reviewing a Grant Application				
Category	Assessment Question	Yes	No	Unsure
Purpose	Is there a close match between KHA’s mission and experience and the funding agency’s purpose for providing this grant?	X		
	Is the grant consistent with KHA’s Essential Services Plan?	X		
Eligibility	Is KHA (a government entity) eligible to apply for this opportunity? Is applying for this grant within the authority given to KHA in Chapter 77 of the City of Jacksonville’s Ordinance Code?	X		
		X		
Competing Community Partners	Is there a community organization that is applying for this grant or eligible for this opportunity that would be a better fit than KHA?		X	
Deadline	Is the time between now and the deadline sufficient for KHA to prepare the grant proposal?	X		
Funding Amount/ ROI	Can KHA fit the budget for the proposed program between the funding floor (minimum grant allowed) and the funding ceiling (maximum award)?	X		
	Is the grant award adequate for the investment?		X	
Matching Requirements	Can KHA meet any matching funds requirement?	N/A		
	May in-kind contributions count toward the match?	N/A		
Number of Awards	Is the number of anticipated awards high enough that KHA is likely to be competitive?	X		
Partnering Requirements	Does KHA have time to establish relationships, or do we have existing relationships with required partners or are we members of an eligible coalition?	X		
Contractors/ Consultants	Did KHA identify/include a contractor/consultant in the grant? If so, an additional board action item to approve use of contractor/consultant is not needed.	X		
Level of Staffing Available	Does KHA have the resources and expertise (and are there sufficient funds allowed in the grant budget) to manage the grant program expected by the funding agency?	X		
	If not, does the grant allow for it?	X		
Regularity of Competition	Will KHA have another opportunity to apply for this program in the future if we decide not to pursue it now?			X
Technical Assistance	Will there be a workshop or webinar offered by the funding agency to help applicants know how to apply?	X		
Prior Experience	Will a new applicant receive as many points as applicants with previous grants or prior experience?			X
Priority/Bonus Points	Can we meet any required or optional competitive preference priorities or otherwise earn bonus points?			X
Agencies/Providers	Are there any other agencies/ providers currently offering these services?		X	
Youth Served	How many children and/or youth will be served?	TBD		

Decision to Write This Proposal: X Yes, pursue No, do not Pursue

Notes: This position will lead the coordination of a pilot Handle with Care with FSS in a target

Individual performance

Please assess your individual performance in the following areas:

1. Name

Name

2. Do I understand and support the mission of the organization?

Yes

No

Somewhat

Comments

3. Am I knowledgeable about the organization's programs and services?

Yes

No

Somewhat

Comments

4. Do I read and understand the organization's finances?

Yes

No

Somewhat

Comments

5. Do I have a good working relationship with the Chief Executive Officer?

- Yes
- No
- Somewhat

Comments

6. Do I prepare for and participate in board meetings and committee meetings?

- Yes
- No
- Somewhat

Comments

7. Do I act as a good will ambassador to the organization?

- Yes
- No
- Somewhat

Comments

8. Do I find serving on the board to be a satisfying and rewarding experience?

- Yes
- No
- Somewhat

Comments

Board Performance

Please assess the board's performance as a whole in the following areas:

9. Focuses its time on issues of greatest consequence to the agency

- Yes
 No
 Somewhat

Comments

10. Ensures the administration involves the board on high-profile issues that present significant risk to the agency

- Yes
 No
 Somewhat

Comments

11. Has the right committees and uses them well

- Yes
 No
 Somewhat

Comments

12. Promotes trust among board members through a culture based on openness and respect

- Yes
- No
- Somewhat

Comments

13. Any other comments



ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Kids Hope Alliance
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206
(904) 630-CITY
www.coj.net

DATE: April 1, 2022
TO: Dr. Marvin Wells, KHA Board Chair
FROM: Debbie Long, COJ HR Business Partner
SUBJECT: CEO Performance Appraisal
March 1, 2020 – February 28, 2022

INTRODUCTION

This packet contains a summary of the Chief Executive Officer (CEO), Michael Weinstein's, performance appraisal for March 1, 2020 – February 28, 2022. The CEO was evaluated on seven (7) Key Accountabilities. The Assessment was completed by seven (7) members of the Kids Hope Alliance Board of Directors.

Kids Hope Alliance (KHA) Board members.

Dr. Marvin Wells, Board Chair
Tyra Tutor, Board Vice Chair
Rose Conry, Board Secretary
Kevin Gay
Jenny Vipperman
Rebekah Davis
Marsha Oliver

KHA – Chief Executive Officer Performance Appraisal Process and Assessment Form

DESCRIPTION OF THE PROCESS

1. The Chairman of the Board initiates the CEO performance by asking each Board member to appraise the CEO's performance using the performance assessment form. If a board member needs additional information to fill out the appraisal and would like to meet with the CEO, a meeting will be scheduled with the individual board member.
2. Once complete, each board member will send their appraisal to Human Resources, who will compile responses and averages scores.
3. The average scores will be sent to the Chair, who will present a summary to the Board for approval. The Chair incorporates modifications requested by the Board and prepares final documentation of the appraisal. The final appraisal will be signed by the Chair and CEO.
4. The CEO will schedule meetings with each Board member to discuss their evaluation and obtain any further feedback.

This process meets all public records and sunshine laws.

KHA – Chief Executive Officer Performance Appraisal Summary

Michael Weinstein (Mike), Chief Executive Officer for Kids Hope Alliance was evaluated on seven Key Accountability areas from March 1, 2020 – February 28, 2022.

Key Accountability Areas

1. Organizational Effectiveness
2. Thinks Strategically & Communicates the Vision
3. Leads Organizational Change
4. Personal Effectiveness & Development
5. Team Development
6. Essential Services Plan
7. Budget Oversight

The areas were scored by Members on a 1-4 scale with 1 being 'Meets Minimal Expectations and 4 being 'Exceeds Expectations'.

Mike's overall performance appraisal rating is 3.94. The scores from each member are below.

	<i>Key Accountabilities</i>							Overall Average
	Organizational Effectiveness	Thinks Strategically & Communicates the Vision	Leads Organizational Change	Personal Effectiveness & Development	Team Development	Essential Services Plan	Budget Oversight	
Jenny Vipperman	4	4	4	4	4	3	4	3.86
Kevin Gay	4	4	4	4	4	4	4	4.00
Marsha Oliver	4	3	4	4	4	4	4	3.86
Marvin Wells	4	4	4	4	4	4	4	4.00
Rebekah Davis	4	4	4	4	4	3	4	3.86
Rose Conry	4	4	4	4	4	4	4	4.00
Tyra Tutor	4	4	4	4	4	4	4	4.00
Averages	4	3.86	4	4	4	3.71	4	3.94

Kids Hope Alliance
Assessment of Key Accountabilities

The following pages list each Accountability area and feedback that was provided by each board member.

<p>Organizational Effectiveness Builds and fosters relationships with KHA partners, schools, City Council, and community organizations.</p>
<ul style="list-style-type: none"> ➤ Mr. Weinstein has built strong relationships with KHA Partners, City Council and Community Organizations.
<ul style="list-style-type: none"> ➤ Mr. Weinstein has shown good skill in communicating and coordinating the needs/responses with the various components.
<ul style="list-style-type: none"> ➤ Mike has continued to build great partnerships/collaborations throughout the city. He is engaged deeply with our partners, the city council and city officials.
<ul style="list-style-type: none"> ➤ Mr. Weinstein is a champion for children and seeks to inform and inspire others to understand and support KHA's mission.
<ul style="list-style-type: none"> ➤ Mr. Weinstein works exceptionally well with all KHA partners. He has established open communication and listens to their perspective and needs to improve services. He also has been proactive and effective in working with the City Council and Mayor's office to communicate needs and opportunities.
<ul style="list-style-type: none"> ➤ Mr. Weinstein builds and maintains positive relationships with community organizations, the school system, partner organizations, and the city government in support of the mission of KHA.
<ul style="list-style-type: none"> ➤ Mike has demonstrated that he can bring all the stakeholders together to improve outcomes in Jacksonville.

<p>Thinks Strategically & Communicates the Vision Demonstrates critical thinking, strategic planning, implements the plan to action, and communicates the vision.</p>
<ul style="list-style-type: none"> ➤ Mr. Weinstein had demonstrated a high level of strategic and critical thinking and has shown a strong ability to implement and communicate the vision and action plan.
<ul style="list-style-type: none"> ➤ Our reorganization will prove to be one of the major successes of Mr. Weinstein's tenure. Predicting the continued success of the KHA.
<ul style="list-style-type: none"> ➤ Mike is very intuitive and can quickly identify challenges and opportunities. He then is able to respond quickly. Great example was during COVID, when we had to be nimble and response in different ways. Mike was able to think quickly and communicate a really good plan to our board, staff, and community partners.
<ul style="list-style-type: none"> ➤ Mr. Weinstein has helped KHA improve and maintain its services and operations.
<ul style="list-style-type: none"> ➤ Mr. Weinstein has done a fantastic job planning and implementing goals and systems that increase the effectiveness of KHA programs.
<ul style="list-style-type: none"> ➤ Mr. Weinstein is a passionate and authentic champion for KHA, communicating his vision both in onboarding and over time. He specifically shared his vision of KHA for the present and future during my onboarding, and his recommendations, actions, and communications are aligned with that vision.
<ul style="list-style-type: none"> ➤ Mike has exceptional critical thinking skills, and he consistently and effectively communicates his vision, strategies, and action plans.

<p>Leads Organizational Change</p> <p>Acts as a change agent, encourages innovation, adapts to change, and manages through change.</p>
<ul style="list-style-type: none"> ➤ Through the employee re-organization Mr. Weinstein, along with his team managed KHA through the changes quickly and efficiently.
<ul style="list-style-type: none"> ➤ He is open minded, a critical thinker and far sighted.
<ul style="list-style-type: none"> ➤ See above: Mike is very intuitive and can quickly identify challenges and opportunities. He then is able to respond quickly. Great example was during COVID, when we had to be nimble and response in different ways. Mike was able to think quickly and communicate a really good plan to our board, staff, and community partners.
<ul style="list-style-type: none"> ➤ Mr. Weinstein's initial appointment as interim CEO and his effectiveness to date demonstrates that he can manage through change.
<ul style="list-style-type: none"> ➤ Mr. Weinstein has transformed the internal KHA organization into a positive working environment. Through difficult circumstances he has increased the effectiveness of KHA.
<ul style="list-style-type: none"> ➤ Mr. Weinstein acts as a change agent for KHA, and further supports staff, board members, and other stakeholders to reduce friction and improve acceptance of change, resulting in positive outcomes for KHA.
<ul style="list-style-type: none"> ➤ Mike has improved policies and procedures across every department at KHA. Further, he has made substantial changes that have improved KHA.

<p>Personal Effectiveness & Development</p> <p>Demonstrates accountability, self-direction, and motivation, personal and professional development and self-management.</p>
<ul style="list-style-type: none"> ➤ Mr. Weinstein is accountable and self-motivated which creates a proactive approach with KHA goals
<ul style="list-style-type: none"> ➤ I believe he cares and has a passion for the people he serves and those who serve with him.
<ul style="list-style-type: none"> ➤ Mike has experienced great success throughout his career. His motivation is to bring excellence to the work before him and he has done that with KHA. He is a hard worker and very disciplined.
<ul style="list-style-type: none"> ➤ He demonstrates a great work ethic and professionalism that benefits the organization.
<ul style="list-style-type: none"> ➤ Mr. Weinstein's professional commitment and passion to the KHA organization and City of Jacksonville are undeniable. We are appreciative of his strong leadership and experience.
<ul style="list-style-type: none"> ➤ Mr. Weinstein is self-directed and self-motivated, fully taking accountability for the growth and success of KHA and its programs.
<ul style="list-style-type: none"> ➤ Mike excels in all areas of personal effectiveness and development.

Team Development
Builds trust among team members and creates a positive, productive atmosphere that fosters co-operation, teamwork, and interdependence.
➤ Mr. Weinstein is trusted by his team and fosters teamwork.
➤ I believe Mr. Weinstein is a confident effective leader who fosters a good atmosphere for those serving under him.
➤ Mike came in at a time that we needed great stability and clear direction. He quickly connected with our board, staff, and partners. This deep engagement brought both credibility and confidence in the direction we wanted to go.
➤ During board meetings, there is demonstrated mutual respect of staff and citizens.
➤ During his time at KHA, the unity and positive productive atmosphere at KHA has improved drastically.
➤ From a board perspective, the culture Mr. Weinstein leads is positive and productive. Team members are invited to participate in board meetings, resulting in more exposure and relationship building with the board, partners, and public.
➤ Have enjoyed watching the KHA team grow and improve under Mike's restructured organization.

Essential Services Plan
Oversees, implements, and manages the essential services, incorporating research on children and youth to identify and implement best practices and models.
➤ Mr. Weinstein, along with his team lives the Essential Services Plan in every decision made.
➤ We've become more streamlined and much more focused.
➤ Mike recently developed a new reorganization that will allow us to oversee and report our performance of each essential services category. His collaboration with Dr Grass has been great!!
➤ He encourages and facilitates board presentations from groups that bring greater awareness to challenges and issues affecting children and the essential services needed to support them.
➤ Under Mr. Weinstein's leadership, the organization, accountability, and effectiveness of the essential services have improved.
➤ Mr. Weinstein and his team have continued to improve and expand on reporting of measurable KPI's, demonstrating the success of the programs KHA has funded. There is opportunity to further expand this reporting to the entire portfolio of programs funded by KHA.
➤ There has been much progress across the essential services during Mike's leadership, especially during the last year. Validated metrics are being used to measure and analyze results and influence decisions.

<p>Budget Oversight</p> <p>Directs the preparation and monitoring of the annual budget ensuring that spending is within appropriate guidelines established by the City.</p>
<ul style="list-style-type: none"> ➤ Mr. Weinstein is great with managing the budget and spending in line with appropriate guidelines.
<ul style="list-style-type: none"> ➤ Mr. Weinstein has shown his allegiance to the children within our community by aggressively pursuing funding for the KHA.
<ul style="list-style-type: none"> ➤ Little needs to be said here as one of Mike's great strengths is finance. As our city's former CFO, he has overseen our budgeting process and been deeply engaged with our staff and board.
<ul style="list-style-type: none"> ➤ He meets individually with board members to ensure we understand budget guidelines and processes.
<ul style="list-style-type: none"> ➤ Mr. Weinstein has not only managed the budget well but has led the charge in looking for opportunities for increased funding.
<ul style="list-style-type: none"> ➤ The annual budgeting process, grant management, and financial reporting is consistently timely, thorough, and accurate. It is further in a format that is both meaningful to the management of KHA at the board level as well as straightforward and easy to understand for all stakeholders.
<ul style="list-style-type: none"> ➤ With Mike's prior role as CFO for the City of Jacksonville, he has far exceeded expectations across all areas of finance, including budget oversight.

Evaluation Comments

At the end of the performance appraisal form, the board members have the opportunity to include additional comments. The comments below represent additional comments some board members chose to include about the CEO's performance with their respective appraisal.

"Thank you, Mr. Weinstein, for your dedication and service to KHA."

"I would give Mike an excellent review!!!"

"Mr. Weinstein is a positive, dedicated, professional executive who provides inspirational, caring leadership to KHA. I appreciate his leadership and passion in serving the children of Jacksonville."

"Mike's leadership, especially given the pandemic, has been exceptional. During all times of the pandemic, Jacksonville's at-home kids were served. Further, Mike ensured unspent dollars were recaptured for KHA kids."