



KIDS HOPE ALLIANCE

The Jacksonville Partnership
for Children, Youth & Families

GOVERNANCE AND PROGRAMS COMMITTEE

MEETING AGENDA

Monday, August 10th, 2020

1:30 PM - 3:00 PM

Zoom Meeting: 966 0819 5351

<https://zoom.us/j/96608195351>

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1. CALL TO ORDER AND INSTRUCTIONS	Dr. Barbara Darby	
2. APPROVAL OF THE MINUTES	Dr. Barbara Darby	03
3. NEW BUSINESS:		
Action Items: <i>(open for public comments prior to vote)</i>		
• No cost extension for I.M. Sulzbacher (Special Needs)	Mary Nash	05
• National League of Cities Post-Secondary Student Success Technical Assistance Grant (Pre-Teen/Teen)	John Everett	07
• Diversity, Racial Equity, Advancing the Mission (DREAM) Jax Grant Application (All Essential Service Categories)	Dae Lynn Helm	10
• Extension of Time and Funding for Florida State College of Jacksonville for the Teen Violence Prevention Academy (Juvenile Justice)	Katoia Wilkins	13
• Small Grants RFP (Juvenile Justice)	Katoia Wilkins	15
4. STAFF UPDATES:		
• Workplan Item: Community Building and Provider Relationships	Travis Williams	
• 2020 Summer Programming Review	Kenneth Darity	
5. PUBLIC COMMENTS		
6. CEO UPDATE	Mike Weinstein	

7. NEXT STEPS & MEETING SCHEDULE

Dr. Barbara Darby

8. ADJOURN



**GOVERNANCE & PROGRAM COMMITTEE
MEETING SUMMARY
July 7, 2020
1:30 PM – 2:30 PM**

Zoom Meeting: 1-646-558-8656, ID 994 1010 9632
Open to the Public

Voting Board Attendees:

Dr. Barbara Darby, Committee Chair
Rebekah Davis
Kevin Gay
Donna Orender

Non-Voting

Tyra Tutor

Staff:

Mike Weinstein, Travis Williams, Cory Armstrong, Delores Williams, Dr. Saralyn Grass, April Hart, Katoia Wilkins, John Everett, Kenneth Darity, Lenora Wilson, Tia Keitt, Tyrica Young, Dae Lynn Helm, Mary Nash, Jerelyn Allen, Deborah Sibley, LaRaya Strong, Rodger Belcher,

Guest:

Leon Baxton, Jerome Baltazar, Kimberly Hyatt, Scott Wiley, Daniel Renaud, Jackie Simmons, Jennifer Smith and more.

COJ Staff:

Julia Davis, Office of General Counsel

Call to Order

The Governance & Programs Committee meeting was called to order at 1:30 p.m. by Dr. Barbara Darby. Dr. Darby thanked everyone for calling in and went over the Zoom instructions. Dr. Darby asked for approval of the minutes from June 8th Governance and Program Committee meeting. Donna Orender made the motion and Rebekah Davis seconded it. The motion to approve the minutes was passed.

Action Items

Mary Nash introduced a No Cost Extension for Grief Counseling. The Governance and Program Committee is asked to approve the extension so that the providers are able to spend their remaining funds. The program provides immediate and short-term crisis stabilization and grief counseling for both the children and families directly impacted. Mrs. Davis made the motion and Mr. Gay seconded it. Dr. Darby opened the floor for discussion and public comments. Dr. Darby said she had submitted questions to Dr. Grass prior and that she was very comfortable with the responses. Terri Glover spoke about how the program is operating during COVID19. With no other discussion or public comments, Dr. Darby asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.



Tyrica Young introduced Transfer of 21st Century Community Learning Centers Grant to Duval County Public Schools. The Governance and Program Committee is asked to approve the transfer of the 21st Century programs from KHA to Duval County Public School, (DCPS). Mrs. Davis made the motion and Mr. Gay seconded it. Mrs. Young mentioned that KHA staff has been in constant contact with DCPS to come up with the best possible solutions and seamless transfer for the programs. Ms. Orender asked why it was decided to let DCPS take over the program. There was follow up discussion around KHA providing direct services and competing against our partners for grants. Mr. Weinstein said this was a collaborative effort and they have been working with DCPS who is willing to take the grant. Jackie Simmons, with DCPS, confirmed that DCPS was capable and ready to take over the grant funded program. Dr. Darby submitted questions to staff in advance and was satisfied with the responses received. With no other discussion or public comments being heard, Dr. Darby asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Dae Lynn Helm introduced Financial Navigators Grant Application. The Governance and Program Committee is asked to approve the request to submit a grant application in partnership with United Way 211 to provide financial information and referrals to residents impacted by the COVID19. Mr. Weinstein talked about the process to receive the funds if awarded. Mr. Gay made the motion and Donna Orender seconded it. Dr. Darby opened the floor for discussion and public comments. The Committee discussed the application deadline, is this considered providing direct services by KHA, and what are the circumstances when an item needs the approval of the Mayor’s Budget Review Committee (MBRC). The Committee also wanted to know if the grant has a position attached to it and where will that person reside. With no other comments being heard, Dr. Darby asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Governance Workplan

Dr. Darby asked Travis Williams to give an update on the Governance and Program Committee workplan. Mr. Williams went over the timeline of the items listed on the plan of work and discussed giving another update at the August meeting. Items he reviewed for updates are the KHA Ordinance review and staying connected with our partners during COVID19. There was discussion on how the agencies will structure their programs when the kids return to school.

Discussion items

Mr. Weinstein gave an update on KHA facility and precautions being taken during COVID19. Dr. Darby asked the members to look over the grant matrix and provide any feedback to staff. The grant matrix is to streamline the approval process of all grants that KHA applies for and to make sure that the grants fit into our Essential Services. Travis Williams gave an update on the Racial Equity efforts and the staff plans for community, student and internal meeting.

Public Comments

None

Adjourn

The meeting was adjourned at 2:40 p.m.

BOARD ACTION ITEM: NO COST EXTENSION FOR I.M. SULZBACHER – YFEC

ESSENTIAL SERVICES CATEGORY: SPECIAL NEEDS

GOVERNANCE MEETING: AUGUST 3, 2020

FINANCE MEETING: AUGUST 12, 2020

BOARD MEETING: AUGUST 19, 2020

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, ACTING CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

- 1) Approve the extension of the contract awarded under KHA’s Special Needs RFP for a Youth Family Empowerment Center. This extension would be effective through December 31, 2020 for Sulzbacher to complete the awarded program.

AGENCY	BID NUMBER	CONTRACT NUMBER	AMOUNT
I.M. SULZBACHER CENTER	ESC-0218-20	7047-112	\$300,000.00

- 2) Authorize the CEO to execute an amendment to the contract or other legal documents necessary.

NARRATIVE:

- In August, 2019 an RFP was released through KHA for Youth Family Empowerment Center services.
- Effective 10/1/19, a contract was awarded to I.M. Sulzbacher Center, Inc. to provide these services to their Crawford Early Learning Center families. The amount of the award was \$300,000.00.
- Services delivered under this award provide a Two Generation Model for families through a centralized neighborhood location that will build family self sufficiency. These services include early childhood education, case management, job training, skill development and mental health services.
- During the COVID-19 pandemic, this agency received funds from the Payroll Protection Program and as a result will experience a 3-month funding surplus at the end of the contract period.
- Thus, Kids Hope Alliance is requesting an extension of the contract period from October 1, 2020 through December 31, 2020, to allow the provider to utilize the full contracted funds. The existing contract would expire September 30, 2020.
- This extension will require approval of the City’s Competitive Sealed Proposal Evaluation Committee and the Mayor.
- This contract is in good standing and has met all established outcomes as set forth in their scope thus far.

FISCAL IMPACT:

I.M. Sulzbacher will have the opportunity to expend the awarded funds as initially proposed.

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: NATIONAL LEAGUE OF CITIES POSTSECONDARY
STUDENT SUCCESS TECHNICAL ASSISTANCE GRANT**

GOVERNANCE COMMITTEE: AUGUST 3, 2020

FINANCE COMMITTEE: AUGUST 5, 2020

BOARD MEETING DATE: AUGUST 19, 2020

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to:

- 1) Authorize KHA to apply for a grant from the National League of Cities (NLC) Postsecondary Student Success Technical Assistance Grant for the period of September 2020 thru August 2021.
- 2) Authorize the CEO to execute a grant contract and any other documents necessary to fulfill grant requirements.

NARRATIVE:

Name of the grant: National League of Cities (NLC): Community of Practice: Addressing the Basic Needs of Postsecondary Students to Improve College Completion and Support Workforce Success (Technical Assistance Grant)

Overview: The National League of Cities (NLC) is launching a new Community of Practice for 12 selected city teams to help cities work in partnership with their postsecondary institutions and community partners to remove barriers to basic needs such as food, housing, childcare, mental health services, transportation, or digital access for postsecondary students. Unmet basic needs often derail students' efforts to attain postsecondary credentials, which negatively impacts their ability to succeed in the workforce.

The Community of Practice (CoP) will help city leaders gain knowledge about their residents' postsecondary completion challenges, identify a basic need barrier to tackle, and connect with peers to share and refine approaches that hold promise in overcoming barriers to college completion. This initiative is rooted in goals to increase equity for low-income students and

students of color and to position postsecondary completion as a strategy to increase pathways out of poverty.

Cities participating will:

- Develop Greater Awareness Regarding the Basic Needs Gaps of your City's Postsecondary Students;
- Develop Vision, Goals and Action Plans;
- Engage Key Partners to Achieve Desired Results;
- Use Data to Inform Practice;
- Build Rapport and Learn from Cities Tackling Similar Issues;
- Document and Share Best Practices and Lessons Learned;
- Solve a Locally-Defined Problem Regarding Basic Needs; and
- Become a Champion and Voice for
- Municipal Leadership to Address Postsecondary Basic Needs.

Does this align with the Kids Hope Alliance Ordinance and Essential Services Plan?

The grant aligns with the areas of pre-teen and teen services in preparation for college and workforce development. If the grant will allow KHA to work with teens preparing for postsecondary college and workforce, we will apply. At the time of this Action Item it has not been determined and the actions will depend on this answer.

Does this address a requirement of an existing grant? No.

How many children will be served/ impacted? The grant will benefit all teens served in KHA programs that are graduating and entering college or the workforce.

Is this associated with an existing contract or program? No.

Is there Kids Hope Alliance funding (cash or in-kind) required? If so, provide details. No cash match or in-kind services are required.

What partners or partnerships are involved? KHA will partner with the Florida State College of Jacksonville (FSCJ) and other community partners related to college prep and workforce development.

FISCAL IMPACT:

The grant is inviting KHA as the City of Jacksonville to participate in the Communities of Practice cohort of 12 cities for one year. No funding is provided with the grant but travel for two

people (a city representative and college representative) to any scheduled trainings and collaboration when the occur.

GOVERNANCE/PROGRAM IMPACT:

The Community of Practice (CoP) will help city leaders gain knowledge about their residents' postsecondary completion challenges, identify a basic need barrier to tackle, and connect with peers to share and refine approaches that hold promise in overcoming barriers to college completion. This initiative is rooted in goals to increase equity for low-income students and students of color and to position postsecondary completion as a strategy to increase pathways out of poverty.

OPTIONS:

This grant opportunity is due August 14, 2020. In partnership with FSCJ, a grant application will be submitted on the deadline. If the board declines to approve, the application can be withdrawn.

1. Vote to approve.
2. Decline to approve.

STAFF RECOMMENDATION:

Staff recommends approval.

BOARD ACTION ITEM: TD BANK – CONNECTED COMMUNITIES: D.R.E.A.M. JAX

GOVERNANCE COMMITTEE: AUGUST 3, 2020

FINANCE COMMITTEE: AUGUST 5, 2020

BOARD MEETING DATE: AUGUST 19, 2020

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to:

- 1) Authorize KHA to apply for a grant from TD Bank – Connected Communities: Diversity, Racial Equity, Advancing the Mission (DREAM) Jax for the period of December 2020 thru November 2021 for up to \$745,000.
- 2) Authorize the CEO to execute a grant contract and any other documents necessary to fulfill grant requirements.

NARRATIVE:

Name of the grant: TD Bank – Connected Communities: DREAM Jax

Overview: The work of the KHA DREAM Work Group is responding to the suggestions provided by youth and non-profits providing services under KHA programs to create a safe community for youth in Jacksonville. The grant proposal will request funding for the following activities to increase access to the opportunities Jacksonville youth need to participate and feel a sense of belonging in their community through shared experiences which is the goal of the grant. DREAM Jax will:

1. Provide Jacksonville youth with free events/programming including activities that will build community cohesion. These events will bring diverse youth together and increase access to cultural and public institutions and eliminate any barriers to access and;
2. Evaluate and measure the process and impact.

Grant activities with Jacksonville youth will include:

- Racial Healing/Equity Professional Development and Youth Engagement sessions;

- Commissioning of a mural (near KHA, in Eastside neighborhood) to be completed by Jacksonville youth;
- Documentary/ Film series review and discussion at the Ritz;
- Music/Essay writing contests;
- Art Therapy/Art workshops;
- Poetry Slam contests;
- Challenge Days - (<https://www.challengeday.org/>) in partnership with DCPS at middle and high-schools;
- Transportation and event grants to KHA programs for colleges tours;
- Transportation and event grants to KHA programs to World of Nations;
- Transportation and grants to KHA programs for youth to attend music, pride and ethnocultural events;
- Local Historian Presentations to youth from local black history experts;
- Jacksonville Black History Education Opportunities (year round);
- Open Table - (<https://www.theopentable.org/>) - a model that provides people with complex needs sustainable access to relationships and social capital they can use to develop the lives they envision for themselves and for their children and;
- Culminating event held near the end of the year/summer

Does this align with the Kids Hope Alliance Ordinance and Essential Services Plan?

The grant aligns with the essential service plan in creating equitable opportunities for at-hope children in Jacksonville.

Does this address a requirement of an existing grant? No.

How many children will be served/ impacted? The grant will benefit all youth and their families served in KHA programs and community-based youth participating in the events/programing. It is estimated that these events will reach at least 10,000 youth over one year.

Is this associated with an existing contract or program? No.

Is there Kids Hope Alliance funding (cash or in-kind) required? If so, provide details. No cash match or in-kind services are required.

What partners or partnerships are involved? KHA will partner with the Duval County Public Schools and other community partners related to grant goals of increasing diverse youth to attend cultural and public institutions. KHA will subcontracts for programs Racial Healing/Equity

Professional Development (, trauma informed training related to racial discrimination), , family open table events, parent training for unconscious bias, cultural inclusion and art classes and art therapy.

FISCAL IMPACT:

The grant funding is available up to \$745,000 for one year. A budget is being developed for the programming and administration. One grant manager will be hired for the administration of grant and activities.

GOVERNANCE/PROGRAM IMPACT:

The DREAM Jax program will create events and programs providing a safe place within Jacksonville where ALL youth, families and individuals are included, educated, and provided necessary resources to thrive within this community.

OPTIONS:

This grant application is due August 13, 2020. In partnership with DCPS, a grant application will be submitted by the deadline. If the board declines to approve, the application can be withdrawn.

1. Vote to approve.
2. Decline to approve.

STAFF RECOMMENDATION:

Staff recommends approval.

BOARD ACTION ITEM: EXTENSION OF TERM REQUEST WITH INCREASED FUNDING FOR FLORIDA STATE COLLEGE AT JACKSONVILLE – TEEN VIOLENCE PREVENTION ACADEMY

ESSENTIAL SERVICE CATEGORY: JUVENILE JUSTICE
GOVERNANCE MEETING: AUGUST 3, 2020
FINANCE MEETING: AUGUST 12, 2020
BOARD MEETING: AUGUST 19, 2020

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

REQUESTED ACTION:

The Board is asked to:

- 1) Authorize KHA staff to amend the term of the contract with Florida State College of Jacksonville for the Teen Violence Prevention Academy to extend the contract for nine-months through May 31, 2021 and increase funding in the amount of \$32,314.00.
- 2) Authorize the CEO to execute a contract amendment and any other documents necessary to fulfill the intent of the action authorized in (1) above.

NARRATIVE:

The contract with Florida State College at Jacksonville – Teen Violence Prevention Academy contract term is from September 1, 2019 through August 31, 2020. The program was awarded \$250,000.00; it is projected that approximately \$170,000.00 will be unexpended by the end of the contract period; therefore, a nine-month extension is requested which would extend this program through May 31, 2021. In addition to the nine-month extension, an additional \$32,314.00 increase is requested to ensure that funding will cover the cost of the program through May 31, 2021.

The overall goal of the program is to help Duval County youth, between the ages of 16-21 to improve their level of education through adult education and workplace certifications to obtain employment. FSCJ Teen Violence Prevention Academy is designed in a manner to allow the program to intensively serve the participants and address the following program objectives:

- **To enroll at least 80 students in the FSCJ Teen Violence Prevention Academy** – to be accomplished by: employing a variety of methods to disseminate FSCJ Teen Violence Prevention Program recruitment materials within the targeted community of 16 - 21 year old.
 1. *Current Status:* 46 students have enrolled in FSCJ Teen Violence Prevention Academy
- **Of the FSCJ Teen Violence Prevention Academy students who enter high school equivalency (GED® program) or high school diploma training** - 75% will earn their high school equivalency or high school diploma.
 1. *Current Status:* No students have completed their high school diploma or GED. Students entering the program are testing into lower level classes which takes more time for these students. However, students who are successfully moving through their academic

coursework will be returning the following semester in high level GED prep courses, thus getting them closer to GED readiness.

- **Of the students who enter FSCJ Teen Violence Prevention Academy workforce programs - 75% will complete and earn an industry credential**
 1. *Current Status:* The current completion rate for students attempting workforce programs is 33%. This is because most students are opting to complete their GED/Adult high school coursework before tackling work force programs. However, some students have decided to pursue their GED and workforce certification concurrently.
- **80% OF FSCJ Teen Violence Prevention Academy students will successfully complete Ready to Work Training – by strengthening foundational employability and soft skills.**
 1. *Current Status:* Although most students are currently focused on GED/Adult high school, all students who pursue a workforce certification have access to soft skills training. Soft skills training is ongoing with students in the program who are working on their workforce certification.

Barriers impacting utilization of funding within the fiscal period include program implementation and COVID-19. This is a new focus for FSCJ so it required a program implementation period which included hiring staff hiring, building relationships with community partners and recruitment activities for the FSCJ Teen Violence Prevention Academy. COVID-19 further stagnated the process of recruiting students. However, FSCJ staff anticipates completing the outlined goals during the term extension period as community partners are steadily referring participants for enrollment. The extension through May 31, 2021 will allow programming that is necessary to fully implement available courses which have been going well. The program is currently in good standing.

This extension will require approval of the City's Competitive Sealed Proposal Evaluation Committee and the Mayor.

FISCAL IMPACT:

Additional funding is requested in the amount of \$32,314.00 through May 31, 2021.

PROGRAMMATIC IMPACT:

This program provides for optimization of educational and career opportunities for youth in our community.

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: SMALL PROVIDER REQUEST FOR PROPOSAL

ESSENTIAL SERVICES CATEGORY: JUVENILE JUSTICE

GOVERNANCE MEETING: AUGUST 3, 2020

FINANCE MEETING: AUGUST 12, 2020

BOARD MEETING: AUGUST 17, 2020

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to:

- 1) Approve the issuance of a Request for Proposals (RFP) for Small Providers (in alignment with the Small Provider Academy Pilot) with the minimum qualifications, the scope of services, evaluation criteria and performance metrics substantially in the form presented to the Board with such changes as are deemed appropriate by KHA staff and the Office of General Counsel.
- 2) Authorize the CEO of Kids Hope Alliance to execute a contract with the most highly evaluated bidder(s) under the RFP as awarded in accordance with the City of Jacksonville's Procurement Code.

NARRATIVE:

This RFP is part of the Small Provider Academy. The academy shall be provided as an investment into the community of Jacksonville and serve the sole purpose of *building capacity* among small providers, serving the at-home children, youth, and families of Jacksonville.

Successful applicants under this RFP will provide innovative and effective programming that focuses on prevention services that will utilize evidence-based practices for improving resiliency in youth. KHA has made approximately \$525,000.00 available for small organizations to provide effective prevention and intervention programming.

The RFP with minimum qualifications, scope of services, evaluation criteria and performance metrics is attached.

FISCAL IMPACT:

Approximately, \$525,000.00 in funding is being made available for the Small Provider RFP.

GOVERNANCE/PROGRAM IMPACT:

This will add to juvenile justice prevention programming within the JJ ESC.

OPTIONS:

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

STAFF RECOMMENDATION:

Staff recommends approval.

Governance Work Plan Items 19/20

- Procurement Process
 - Discussed and reviewed at December 2019 Board meeting

- Community Building with Partner Agencies/Provider Relationships
 - Assigned to Travis Williams for August 2020 Governance/Programs committee meeting

- Accreditation
 - Presentation by LaRaya Strong at March 2020 Governance/Programs committee meeting

- Small Providers Protocol
 - Presentation by Travis Williams at March 2020 Governance/Programs committee meeting

- Legislative Review of Kids Hope Alliance Ordinance:
 - Review Kids Hope Alliance Ordinance, Ch. 77
 - Create recommendation of legislative changes, including Youth Travel Trust Fund
 - Presentation by John Everett on Youth Travel Trust fund at March 2020 Governance/Programs committee meeting
 - Assigned to Cory Armstrong for tentative September 2020 presentation at Governance/Programs committee meeting

- Review of old Jacksonville Children's Commission Board Policies:
 - Review Jacksonville Children's Commission Board Policies
 - Recommendation of New Kids Hope Alliance Board Policies & Procedures

- Assigned to Joyce Watson for tentative July/August 2020 presentation at Governance/Programs committee meeting