

## Kids Hope Alliance

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

### Board Meeting Minutes

<b>Meeting Information</b>	<b>Board Member Attendance</b>			
<b>Date: May 15, 2019</b> <b>Location: 1095 A. Philip Randolph Blvd.</b> <b>1<sup>st</sup> floor, Multipurpose Room</b>	Y	Kevin Gay- Chair	Y	Tyra Tutor
	Y	Dr. Barbara Darby	Y	Dr. Marvin Wells
	N	Rebekah Davis	N	Donna Orender
	N	Dr. Nat Glover-Vice Chair		
<p><b>Advisory:</b> Jackie Simmons, Duval County Public Schools; Rob Mason, Office of the Public Defender; CM Sam Newby; Andre Ayond, Jax Sheriff; and Laura Lothman, Office of the State Attorney</p> <p><b>City Staff:</b> Julia Davis, Johnny Gaffney, Tracy McGeathey and Dawn Lockhart</p> <p><b>KHA Staff:</b> Delores Williams, Dr. Jennifer Blalock, Adam Miller, Cynthia Nixon, Kenneth Darity, Mary Tobin, Tyrica Young, Mary Nash, Lenora Wilson, Dae Lynn Helm, Ruth Waters, Lucy Farley, Chris McNeilly, Rodger Belcher, Katoia Wilkins, Mari Ganues, Jerelyn Allen, Bridgette Newby, Julia Riggins, and John Everett.</p> <p><b>Guest:</b> <a href="#">5.15.19 Guest sign in Kids Hope Alliance (002).pdf</a></p>				
<b>Agenda Items</b>	<b>Action/Outcome</b>			
<b>CALL TO ORDER</b>	Kevin Gay called the meeting to order at 10:00 am. Chairman thanked everyone for attending. Chairman stated that comment cards are available for anyone wishing to speak to an item or for general comments at the conclusion of the meeting.			
<b>APPROVAL OF THE MINUTES</b>	Chairman Gay asked for a motion to approve the minutes from the April 17 <sup>th</sup> meeting. Dr. Darby made the motion to approve with changes and Dr. Wells seconded the motion and would like his comments (feedback on why KHA was not considered for the grant) added to the Opioid Action item. Chairman Gay opened the floor for discussion and public comments. With none being heard Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion passed.			

<p><b>CHAIRMAN'S REPORT</b></p>	<p>Chairman Gay started by saying that Dr. Glover would be stepping down from the KHA board and we would be getting another member sometime in June. Chairman Gay also said that it was time for the Board to elect new officers and asked Dr. Darby to address this during her next Governance Committee meeting. Chairman Gay asked if anyone was interested in co-chair a subcommittee or have recommendations please send them to Ms. Tobin. Chairman Gay says the KHA staff has been working on the FY19-20 budget and that will take place after we finish board business. Chairman Gay spoke about the 5 essential Services Categories, Task Force Meetings and perhaps moving those meetings to Quarterly. Most Board member felt that the meeting should continue the way they are now and move to quarterly perhaps by July or August. Ms. Lothman asked about restricting the Juvenile Justice task force since there are so many different meetings and possible rolling some of the meeting into one. Dawn Lockhart talked about being able to assist with aligning those meeting.</p> <p>Chairman Gay stated there is still a need for a co-chair for the Out of School Time Task Force and Juvenile Justice Task Force since Dr. Glover would be leaving. Chairman Gay stated that during the Finance Meeting it was suggested that funds be place within the five Essential Services Categories instead of direct funding.</p>
<p><b>CEO REPORT</b></p>	<p>Mary Tobin gave the CEO report in Mr. Peppers' absence. Ms. Tobin talked about KHA highlights and all the great work going on in the community. After business the Board will discuss this year's budget and a budget timeline. Ms. Tobin stated that each board member should have a copy of the following items for the budget workshop.</p> <ul style="list-style-type: none"> <li>• Current Years funding spreadsheet with percentages</li> <li>• Current years funding by category with children served</li> <li>• Fiscal year19-20 Proposed Funding</li> <li>• Fiscal year 19-20 Requested Enhancement</li> <li>• Fiscal year 19 to 20 Funding Comparison</li> </ul> <p>Ms. Tobin stated that we have roughly \$ 2.45 million dollars that the Board needs to make recommendation on. When the</p>

	<p>time comes, Ms. Tobin said as we go through the information, she will pause to allow the Board members time to ask question. Ms. Tobin’s goal is to take the information from the Board and engage the Task Force Committees. The June’s Finance Committee meeting will be used to have a budget workshop and to get final recommendation that will be brought to the full Board at June’s Board Meeting.</p> <p>Ms. Tobin introduced staff, Donnie Horner. Mr. Horner is the Sr. Director of Communication for Kids Hope Alliance.</p> <p>Ms. Tobin talked about the newsletter that Robin Franks is putting together that will highlight all the great work our providers and KHA staff are doing. This is known as Good News Friday. Other items Ms. Tobin spoke about were,</p> <ul style="list-style-type: none"><li>• Community partners</li><li>• KHA recognition</li><li>• Events that staff has attended</li><li>• Close out ceremony of the Mayor’s Young Leaders Advisory Council</li><li>• Visit to Ronald McDonald House</li><li>• 100 Black Men event</li><li>• KHA May birthday’s</li></ul> <p>Ms. Tobin thanked everyone for their support and patience.</p>
<p><b>FINANCE COMMITTEE REPORT</b></p>          <p><b>GOVERNANCE</b></p>	<p>Ms. Tutor gave an update from the Finance Committee meeting which met on May 8<sup>th</sup>. Ms. Tutor stated the report runs through March 31<sup>st</sup> and everything is on track. The Finance Committee vetted several action items and Ms. Tutor will make the recommendation to approve them. The Finance Committee had one action item that was deferred, Criminal Justice Reinvestment Gant. The seconded half of the finance meeting was the budget workshop which all Board members were invited to attend. Ms. Tutor thanked staff for all the work preparing the documents for the meeting. Ms. Tutor asked when the budget would go before the Mayors Budget Review Board meeting was. Ms. Nixon said it is on June 21<sup>st</sup>.</p> <p>Dr. Darby gave an update on the Governance Committee</p>

<p><b>COMMITTEE</b></p>	<p>meeting. The Committee is updating the workplan as they address them. Dr. Darby thanked Ms. Tobin and Dr. Blalock and everyone who has action items for ensuring that all input from the Committees were reflective in the documents today. Dr. Darby said the Governance Committee approved the action items behind tabs 4-11 and 13. Dr. Darby said she would make a motion on the Signing Authority action item when the time came.</p>
<p><b>NEW BUSINESS ACTION ITEM</b></p>	<p><b><u>Adam Miller introduced CEO Signing Authority</u></b>  The Board is asked to approve the signature authority during such time as the Chief Executive Office of the Kids Hope Alliance is on leave from work or out of town for Kids Hope Alliance business. Authorize the Chief Operating Office and Acting CEO to execute on behalf of the Board, and contracts and other documents which the Board has authorized the CEO to execute. Ratifies and approves all action taken by, and all contracts and documents executed by, the Chief Operating Officer as Acting CEO from April 15, 2019 through May 15, 2019, to the extent such as actions are consistent with all applicable laws, ordinances and City of Jacksonville and Kids Hope Alliance. Dr. Darby made the motion and Ms. Tutor seconded it. Mr. Gay opened the floor for discussion and public comments. Dr. Wells asked how it was decided who should become acting CEO before it was brought before the Board. Mr. Gay explained that he had spoken with Jason Gabriel from the Office of General Counsel and stated that the Board Chair could select an acting CEO so that the day to day operations of KHA were not interrupted. With no other comments being heard, all were in favor and the motion was passed.  Ms. Tutor asked that the item be updated to remove the Finance Committee as it was not brought before that Committee.</p> <p><b><u>Kenneth Darity introduced Youth Sports &amp; Character Development</u></b>  The Board is asked to approve the Request for Proposal with the minimum qualifications, scope of services, evaluation criteria and performance metrics. Mr. Darity stated other requirements are that they partner with a community base program and have at least three years of experience in sports and character development. The program will run 5 to 6 week and hopes to serve about 800 students of low income or underserved. The programs must be instituted in the four</p>

quadrants of the City and open to youth up to age 18 years old. Ms. Tutor made the motion and Dr. Darby seconded it. Dr. Darby informed the audience that if the Board does not ask questions it does not mean they don't care. These action items have been vetted by the Governance Committee along with input from the Office of General Counsel. The items being approved today reflect that input.

Ms. Tutor stated that the Finance Committee vetted them as well and thanked the Governance Committee for all the hard work on the front end. Ms. Lothman asked about how do we know what children are being served according to the low-income threshold. Mr. Darity stated it will be clarified in the RFP but the youth that received free or reduced lunch or receive some type of government assistance. There was discussion on the cut off score and how was it selected. Dr. Darby explained the need for a cut off score.

With none being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.

#### **Kenneth Darity introduced Youth STEAM Initiative**

The Board is asked to approve the Request for Proposal with the minimum qualifications, scope of services, evaluation criteria and performance metrics. The camps will address all five STEAM topics, Science, Technology, Engineering, Art and Mathematics. The 1-week camp will target ages 8 to 14 years old and will serve about 250 youth at 6 sites. Ms. Tutor made the motion and Dr. Wells seconded it. Chairman Gay opened the floor for discussion and public comments with none being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.

#### **Kenneth Darity introduced Summer Learning Funding Amendment**

Mr. Darity stated this is to amend a request brought to the Board on March 20<sup>th</sup> to fund programs for summer learning. Due to those providers not being able to offer camps for one or more reason, the Board is asked to approve awarding additional seats to existing providers listed on the action item. Mr. Darity said any additional dollars will be transferred to this year's afterschool programs. Dr. Darby made the motion and Ms. Tutor seconded it. Chairman Gay opened the floor for

	<p>discussion and public comments. Ms. Lothman asked what we are doing for the kids who will not have camps in their area. Mr. Darity stated that the providers have reach out to other partners to inform them of their needs and that he is not sure of the exact number of kids that have not found other camps but will try to get that information. Dr. Wells asked if this information could be provided at the June’s Board meeting. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion passed.</p>
<p><b>ACTION ITEMS</b></p>	<p><b><u>Katoia Wilkins introduced Evening Reporting Center</u></b>  The Board is asked to approve the issuance of a Request for Proposal for the Evening Reporting Center with the minimum qualifications, scope of services, evaluation criteria and performance metrics. The programs will serve several zip codes and provide services to 13 to 18 years old male youth. Ms. Mason provided some additional information about the program and all the great work it has done for youth. Mr. Mason stated that this is a good program and it allows youth to stay out of incarceration while awaiting court. The Board asked that the language be changed to CEO not acting CEO as on the action item. Mr. Martinez asked where the location for the Evening Reporting Center is now. The Evening Reporting Center is located at St. Paul Missionary Baptist church. Ms. Wilkins talked why there was a need to add another zip code to the list and the importance of where the center needs to be located. Ms. Lothman talked about the benefits of having this type of program. With no other comments being heard. Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p> <p><b><u>John Everett introduced College Success and Access Academy RFP</u></b>  The Board is asked to approve the Request for Proposal with the minimum qualifications, scope of services, evaluation criteria and performance metrics. This item has been vetted by the Governance Committee and all requested changes have been incorporated in the item presented. The program will serve 50 students at 7 possible schools. The request will include 6<sup>th</sup> to 12<sup>th</sup> grade students. Ms. Tutor made the motion and Dr. Darby seconded it. Chairman Gay opened the floor for discussion and public comments.</p>

Dr. Darby stated this will be for budget year 19-20. There was conversation on whether the age groups will be divided. Paul Martinez made comments his organization, Boys & Girls Club. Terri Florio from Mal Washington also made comments on the age groups.

Ms. Tutor asked that staff make sure to list what Essential Services Category the programs funds will come from and that will help with these types of concerns.

With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.

**John Everett introduced Pre-Teen & Teen Success RFP**

The Board is asked to approve the Request for Proposal with the minimum qualifications, scope of services, evaluation criteria and performance metrics. The Governance Committee and Finance Committee have vetted this item and recommends approval with the changes that is presented to the Board. Dr. Darby made the motion and Dr. Wells seconded it. Chairman Gay opened the floor for discussion and public comments. With none being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.

**Ruth Waters introduced Youth Travel Trust Fund Application**

The Board is asked to approve the application request from the Boys & Girls Club of NE Florida to assist a participant to attend the state competition for Youth of the Year. Ms. Waters stated that the travel has already occurred, and the reimbursement amount will be \$457.00. Dr. Darby made the motion and Dr. Wells seconded it. Chairman Gay opened the floor for discussion and public comments. Dr. Darby mentioned that this travel will come from current budget and the old policy is being applied for this travel. With none being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.

**Ruth Waters introduced Criminal Justice Reinvestment Grant Match**

The Board is asked to approve the budget amendment that exceeds 10% change within a cost category.

Ms. Waters went over the fringe benefit from years past to now and stated that the cost of health insurance has gone up. Ms. Tutor made the motion and Dr. Darby seconded it.

Chairman Gay explained there was extensive discussion during the finance meeting. Dr. Well stated he does not

support the extreme amount requested and still does not feel comfortable making a decision. There was discussion on why this line item is being requested now and how will it be determined how this line item is used. Ms. Nixon stated that her area will be responsible for reviewing the reimbursements and the invoice will not be paid if the documents provided does not support it. Ms. Waytowich also explained the increase in cost for health care. Dr. Darby asked about cost absorption and Ms. Nixon stated there is no cost to KHA. Mr. Mason spoke about the grant and the services it offers to youth and families. Chairman Gay stated his recommendations is to move forward with approval knowing that we have staff to make sure of the process.

With no other comments being hears, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the emotion was passed.

Dr. Wells did not vote on this item.

Dae Lynn Helm introduced Youth Engagement in Sports Grant

The Board is asked to approve Kids Hope Alliance to apply for a grant from the Department of Health and Human Services.

This grant is to improve physical activity and nutrition via increased sports participation. Target 6<sup>th</sup> through 8<sup>th</sup> grade for youth in areas where no sports or few sports programs exist. There is no cash match to apply. Dr. Darby made the motion to approve the grant application and Ms. Tutor seconded it. Chairman Gay opened the floor for discussion and public comments. Dr. Darby asked Ms. Hel to share who those partners were that will be included on the application. Ms. Helm named Boys & Girls Club, Ma Washington, YMCA, Jax PAL and Communities in Schools.

Ms. Tobin asked Ms. Helm to share why those partners were chosen and if it can be opened to the public. Ms. Helm stated there is a meeting this Friday and the public is invited to attend. Ms. Helm also stated that agencies can partner with other agencies and that no one is excluded. Ms. Helm explained what the grantor will be looking for in the cohort and the process. There were public comments on whether there will be new children in this program, or will the providers serve the same children that are already in their programs.

Ms. Helm said the meeting will be on Friday, May 17<sup>th</sup> at 1 pm in the multipurpose room and everyone is welcome to come.

With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.



<b>BOARD COMMENTS</b>	Dr. Darby asked for an update once the meeting has taking place. Dr. Wells spoke about the formation of Kids Hope Alliance and trying to help as many smaller organizations as possible and encourage participation and expand our communications.
<b>PUBLIC COMMENTS</b>	Dawn Lockhart stated she could help with the strategic partnership amongst the providers. Bill Haley made comments on the inclusiveness of the RFP process. Paul Martinez made comments about being able to help smaller providers.
<b>ADJOURN</b>	Meeting adjourn at 11:322 am