



February Board of Directors Meeting Agenda

Feb 22nd, 2023 10:00am - 12:00pm EST

Kids Hope Alliance Multi-Purpose Room

1. Introductions and Instructions

Tyra Tutor, Board Vice-Chair

10:00am

2. Public Comment Regarding Action Items

Public comment will be taken once at the beginning of the meeting for all items that will be voted on at the meeting. These comments should only be in reference to those action items below.

A separate public comment time will be open at the end of the meeting for any general comments by the public.

3. Approval of the Minutes

Tyra Tutor

 [1.11.23 Board Meeting Minutes.pdf](#)

4. Finance Committee Review

Tyra Tutor

Jessica Pitts, Director of Finance

 [FY22-23 Budget to Actual 2.11.23.pdf](#)

5. Governance and Programs Committee Review

Rose Conry, Governance and Programs Committee Chair

6. Consent Agenda

a. Approval of Proposed RFPs

 [23-002 Approval of Proposed RFPs Action Item.docx](#)

b. Grant Application for NLC City Inclusive Entrepreneurship (CIE)

 [23-003 NLC Grant Application Action Item.docx](#)

7. Board Discussion

a. KHA Services Plan

b. Chapter 77 Ordinance Edits

8. CEO Delegation Report

Dr. Saralyn Grass

9. Programs Update

Kenneth Darity, Chief Programs Officer

10. CEO Report

Mike Weinstein, Chief Executive Officer

11. General Public Comment

12. Next Steps and Meeting Schedule

END
12:00pm

1.11.23 Board Meeting Minutes

1. Introductions and Instructions

Dr. Marvin Wells, Board Chair

Dr. Marvin Wells called the meeting to order at 10:00 a.m., Dr. Wells asked Joyce Watson to come to the front and commended her for 20 years of service and gave her a pin for her service. Dr. Wells took a moment to introduce and recognize Council President Terrance Freeman.

Members Present: Dr. Marvin Wells, Tyra Tutor, Rose Conry, Kevin Gay, Rebekah Davis, Marsha Oliver, Jenny Vipperman.

Members Absent: N/A

Liaisons Present: City Council President Terrance Freeman, Duval County Public Schools, Public Defender's Office, State Attorney's Office.

2. Public Comment

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A separate public comment time will be open at the end of the meeting for any general comments by the public.

Dr. Marvin Wells opened the floor for public comment.

3. Approval of the Minutes

Dr. Marvin Wells, Board Chair

Motion: Kevin Gay

Second: Rose Conry

Approved 7-0.

4. Finance Committee Discussion

a. Finance Report

Tyra Tutor, Finance Committee Chair

Jessica Pitts, Director of Finance

Tyra Tutor introduced Jessica Pitts to go over the quarter 1 financials. Jessica Pitts presented the quarter 1 financial statement. Mike Weinstein stated that the challenge is that KHA has to reconcile between what our records show and what the City's records will show once posted. Mrs. Tutor offered that the projection column is the most useful and that that is not received from the City side, it is received from KHA staff.

5. New Business

a. Florida Institute of Education Preschool Seeds for Reading Success Pilot Program

Tyrica Young, Director of Research and Grants

Tyrica Young presented the FIE Pilot Program action item. The item would approve the 2 year pilot. Marsha Oliver asked if the 2 year pilot was \$175,000 per year or \$175,000 over the life of the pilot. Mrs. Young confirmed that this was \$175,000 per year. Dr. Saralyn Grass clarified that the other partners listed in the item provide matching funds to the pilot, as well as that the item is a 2 year pilot, one initial year with one option to renew. Dr. Cheryl Fountain from the University of North Florida elaborated on the pilot program and how UNF would be a partner in the pilot. Dr. Marvin Wells asked Dr. Fountain how she thought KHA could lead in the reimagined family engagement space. Dr. Fountain shared the strategies of direct services, supporting families and enhancement services for what they do at home. Mrs. Tutor asked about the match from UNF, Mrs. Young responded that it will be comparable to KHAs match. Mrs. Tutor asked that the action item be amended to reflect the 2 year pilot. Office of General Counsel asked about public comment, Dr. Wells prompted the audience for public comment if anyone would like to speak regarding the item. No public comment ensued.

Motion: Tyra Tutor

Second: Marsha Oliver

Approved 7-0.

6. Partner Presentation

a. Center for Children's Rights

Betsy Dobbins, Executive Director, Center for Children's Rights

Betsy Dobbins gave a presentation on the Center for Children's Rights where they focus on restorative justice for children, youth and families. Marsha Oliver asked where the Center for Children's Rights is located, Mrs. Dobbins said that they had space on premises with the Partnership for Child Health, at the Emmitt Reed Community Center and also out in the community facilitating these services. Mrs. Oliver also asked about designating Jacksonville as a 'Child Friendly City'. Mrs. Dobbins said that they maintain a relationship with the national group with the initiative and that the movement is active and alive. Mr. Weinstein gave context to the designation of a 'Child Friendly City', and that Jacksonville has picked up a few pieces of being a Child Friendly City but did not seek official designation.

7. KHA Branding Content

LaRaya Strong, Director of Communications

Mike Weinstein gave context to the video to be shown from Viewpoint w/ Dennis Quaid. KHA was approached for Viewpoint to create a video on KHA and have it shared on public television.

Dr. Saralyn Grass said that Acuity Design Group put together the second video on Diversion services for KHA marketing.

8. Board Discussion

a. Next Steps and Meeting Schedule

Mike Weinstein shared the upcoming board meeting tentative schedule. The schedule runs every other month with site visits on the off months. The February meetings will be held sooner than every other month due to approval needed for the RFPs, he invited each Board member to share any conflicts for the upcoming year with Cory Armstrong in the coming days. Dr. Marvin Wells will not be available in February for the next Board meeting and committees so Tyra Tutor, Vice Chair, will be the acting chair for the meeting. Mrs. Tutor shared a conflict for the Finance Committee schedule and said she would coordinate with Mr. Armstrong. Dr. Dana Kriznar shared an overlap with the Duval County School Board Meeting.

9. CEO Delegation Report

Dr. Saralyn Grass, Chief Administrative Officer

Dr. Saralyn Grass shared a message from LaRaya Strong who was unable to come to the meeting that the Annual Report is coming along and giving thanks for the quotes for the Annual Report. Dr. Grass gave an update on the 6 month extensions the Board has approved. Staff is continuously working on the essential services plan to incorporate the Boards comments from the retreat.

10. Programs Update

Kenneth Darity, Chief Programs Officer

Kenneth Darity is unable to come to the meeting, Dr. Saralyn Grass gave his update in lieu of his attendance. Two Directors on the team have left the Kids Hope Alliance and City HR is helping in the process to promote internally.

11. CEO Report

Mike Weinstein, Chief Executive Officer

Mr. Weinstein shared that City Council approved the creation of JUMP (Jacksonville Upward Mobility Program) Jax, that provides seed money of \$100,000 to KHA for workforce development and waives the age limit in our ordinance for workforce development. City Council added a 1% funding source tied to incentives for development. The dollars for JUMP Jax can only be used for funding, not KHA operations.

Separately, the Administration is making an organizational change to create a division of Grants within the finance department. The Council introduced a resolution to temporarily appoint Dr. Saralyn Grass to be the Chief of Grants for the position created. Mr. Weinstein and Dr. Grass shared that her future is here at KHA and the Mayor's administration understood. Mr. Weinstein also shared that KHA is in no way a part of the bill to reorganize the Finance department.

Dr. Marvin Wells asked for Board member opinions, Rose Conry congratulated Dr. Grass and thought this was a positive for KHA. Marsha Oliver asked if this was a full time position

created, Mr. Weinstein confirmed that this will be a full-time job to be approved by Council. Dr. Marvin Wells asked Mr. Weinstein to inform the Board if there is any deficits within KHA in her absence. Dr. Grass affirmed her commitment to the Kids Hope Alliance and that this is where her passion lies. Marsha Oliver wanted to clarify that we are partners with the Mayor's office.

12. Public Comment

A Public Comment asked if the appointment of Dr. Grass will affect the timing of the RFPs, Dr. Grass responded that it will not.

Brittany Brown from the First Coast Leadership Program spoke regarding the services from the First Coast Leadership Program.

Dr. Dana Kriznar asked if the Board could start receiving presentations from youth programs again.

The meeting was adjourned at 11:44.

KIDS HOPE ALLIANCE
Operating Fund -With Year End Projections
January 31, 2023

	Original Budget	Current Budget	Actual Year to Date	Remaining Budget	Full Year Projection	Budget Variance
REVENUES:						
Earnings on Investment	\$ 139,889	\$ 139,889	\$ 97,579	\$ (42,310)	\$ 139,889	\$ -
Miscellaneous	-	-	-	-	-	\$ -
Transfer from Fund Balance	-	-	-	-	-	\$ -
Contributions from General Fund	44,601,284	45,001,284	11,550,321	(33,450,963)	45,001,284	\$ -
Total Revenues	\$ 44,741,173	\$ 45,141,173	\$ 11,647,900	\$ (33,493,273)	\$ 45,141,173	\$ -
EXPENDITURES:						
Salaries and Benefits	\$ 4,676,664	\$ 4,676,664	\$ 1,371,334	\$ 3,305,330	\$ 4,500,000	\$ 176,664
Other Operating Expenses	934,916	934,916	400,203	534,713	\$ 800,406	\$ 134,510
Internal Service Charges	917,091	917,091	205,586	711,505	\$ 822,343	\$ 94,748
Capital Outlay	2,041	2,040	2,039	1	\$ 2,039	\$ 1
Grants and Aids	43,891,310	43,123,770	10,980,724	32,143,046	\$ 43,123,770	\$ -
Transfers	941,892	2,109,432	1,354,856	754,576	\$ 2,109,432	\$ -
Total Expenditures	\$ 51,363,914	\$ 51,763,914	\$ 14,314,741	\$ 37,449,172	\$ 51,357,990	\$ 405,923
Total Revenues Less Expenditures	\$ (6,622,741)	\$ (6,622,741)	\$ (2,666,842)	\$ 3,955,898	\$ (6,216,817)	\$ 405,923

Carryover - Prior Year Encumbrances	6,622,741
Budget Difference	<u>0</u>

Grants and Aid budget will increase once recapture funds have rolled over to FY23
Current encumbrances total approximately \$22,300,000

BOARD ACTION ITEM: REQUEST FOR PROPOSALS:

**READ JAX LITERACY COLLABORATION PILOT
AFTERSCHOOL AND SUMMER PROGRAMMING:
ELEMENTARY THROUGH HIGH SCHOOL
ADVANCED YOUTH DEVELOPMENT SERVICES**

GOVERNANCE AND PROGRAMS MEETING DATE: 2/17/2023

FINANCE MEETING DATE: 2/21/2023

BOARD OF DIRECTORS MEETING: 2/22/2023

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTIONS:

The Board is asked to authorize the following actions:

- 1) Approve the issuance of the following Request for Proposals (RFP) with the minimum qualifications, scope of services, evaluation criteria and performance metrics substantially in the form presented to the Board with such minor changes as deemed appropriate by KHA staff, the Office of General Counsel, and City of Jacksonville Procurement:
 - Read Jax Literacy Collaboration Pilot
 - Afterschool and Summer Programming: Elementary Through High School
 - Services for Children, Youth and Families

- 2) Authorize the CEO of Kids Hope Alliance to execute contracts with the selected bidder(s) under the RFP as awarded in accordance with the City of Jacksonville's Procurement Code.

NARRATIVE:

Successful applicants under these RFPs will provide programming in all essential service categories including but not limited to the following areas: Afterschool and Summer Programming, Literacy, Career Readiness, Family Engagement, Case Management, College Readiness, Early Learning, Delinquency Intervention & Prevention, Basic Needs, Mental and Physical Health, Mentoring, Tutoring and Character Development.

The initial term of contracts awarded under the RFPs will be August 1, 2023, through May 31, 2024, with options to renew, at the discretion of KHA, for three additional full one-year terms.

FISCAL IMPACT:

Up to \$24,400,000 in funding from all five essential service categories is being made available for the proposed RFPs and will be appropriated to each based on the breadth of applications received.

GOVERNANCE IMPACT:

This action requires Board approval. The RFP and the Award of the contract are also subject to approval of the City's Competitive Sealed Evaluation Committee.

OPTIONS:

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

STAFF RECOMMENDATION:

Staff recommends approval.

**BOARD ACTION ITEM: GRANT APPLICATION FOR NATIONAL LEAGUE OF CITIES
(NLC): NLC 2022-2023 CITY INCLUSIVE ENTREPRENEURSHIP
(CIE) GRANT PROGRAM**

GOVERNANCE MEETING: FEBRUARY 17, 2023
FINANCE MEETING: FEBRUARY 21, 2023
BOARD MEETING: FEBRUARY 22, 2023

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

REQUESTED ACTION:

The Board is asked to:

- 1) Approve the application for the National League of Cities (NLC): 2022-2023 City Inclusive Entrepreneurship (CIE) Grant Program.
- 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:

KHA proposes to apply for the National League of Cities: NLC 2022-2023 City Inclusive Entrepreneurship (CIE) Grant Program in partnership with Early Learning Coalition of Duval (ELC) and Business Leadership Institute (BLI). If awarded, the grant recipients will be groups of organizations that have committed to working together in formal or informal partnerships to support the Early Learning Workforce and Entrepreneurship of childcare centers and family childcare centers. Each group of organizations selected will receive grants of \$15,000.

NLC will prioritize cities and nonprofits whose applications incorporate the following components:

1. Partnership models that enhance the city's entrepreneurial and small business ecosystem.
2. Policies, programs, and practices that embed racial equity and aim to increase the revenue and employment of Black, Indigenous, and People of Color (BIPOC), and minority- and women-led businesses.
3. A strategy for leveraging NLC's funds to pursue and/or obtain additional private or public resources to enhance and/or broaden the impact of the city's commitment.

Participants can be creative in establishing and or expanding the Early Learning Workforce through development and implementation of business models. Community partnerships are encouraged to strengthen collaborations and build strategies to create sustainable employment opportunities and entrepreneurship within the targeted audience. KHA will be the lead organization with partners: Business Leadership Institute (BLI) and Early Learning Coalition.

KHA may request these funds to support efforts including but not limited to:

- Career Fair
- Workshops
- Informational event for Accreditation for Child Care Centers and Family Child Care Centers
- Graduation and celebration for the centers that participated and received their national accreditation through BLI;
- Technical Assistance and Coaching.

Mayor Curry has submitted a signed Letter of Support to NLC program staff. Grant applications are due end of March 2023.

FISCAL IMPACT:

Average grant \$15,000.00 funding over one (1) year. No cash match is required.

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.