**Board Meeting Minutes**

**June 23, 2022**

**10am to 12 Noon CST**

**Meeting Participants:** Ronald Pickett**,** Gerald Waters, Reggie Johns, Kathy Milton, Keith Dean, Charlie Strickland, Dr. Liz Holifield, Mike Watkins, Courtney Stanford, Lori Gulledge, Rae Kerr, Marcia Mathis, Connie Lyda, David Daniels, Shawna Peterson, Ralph Haben, Darci Lolley, Michael Lee, Kathy Donofro, Angie Nichols

1. **Welcome and Chair’s Remarks** **Ronald Pickett**

We have a quorum. Keith Dean introduced himself as new Board Member and discussed the launch of the campaign “Continue the Mission”. Charlie Strickland introduced as new Board Member to Chair Pickett.

1. **Consent Agenda Ronald Pickett**
   1. Review and Approval of Minutes
      1. Board
      2. Executive Committee
      3. Finance Committee- This is Lori Gulledge’s last meeting as CFO but will stay on 6 months as Immediate Past CFO while helping with the transition as Rae Kerr becomes acting CFO.
   2. Review Performance Child Welfare/Behavioral Health pages
   3. Media Coverage pages
   4. Policy Review pages

An additional item was added to section IV part E. Chair asked for a motion to accept the Consent Agenda. Kathy Milton accepted consent agenda and all were in favor. Consent Agenda was approved.

1. **Review and Approval of Finance Committee Report Lori Gulledge**
2. **21-22 FY**

There is one week left in this Fiscal Year. The Child Welfare CBC budget to actual indicates projecting roll forward surplus due to Back of Bill allocations. $1,019,538 surplus. Chair Pickett asked where the surplus goes next fiscal year and was told that on the ME and CW side, we can roll forward up to 8% as long as this is used for Client Services. Total Fiscal year expenses are roughly $46 million. C1 is closer to $80million.

ME budget to increased reversion amount. Projected 11 million but we have increased to 12.7 million and trying to minimize with decreased spending into June. ME budget to actual indicates a current $163k surplus in administrative expenditures and an overall surplus of $3 million.

NWFHN Balance Sheets indicate sufficient cash flow and receivables to meet current cash outlay demands.

Budget Summary projected YTD surplus of $1.4 million. Trueing up contract and other contracts will be trued up in October. $135 million revenue for C2 and C14. It will be around $250 million with the increase of C1.

There were no questions on the balance sheet.

Independence Village Balance Sheet does not show much change. Continue to accrue what is required as well as small expenditures.

Motion to accept the Financial Report was made by Gerald Waters. No one is opposed, motion passed.

1. **22-23 Budget & Spending Priorities**

In this year we are receiving a huge increase in funds. Lori will be asking for a continuation budget as we end the current year. As we move forward with funds, the new 22/22 budget will be presented for voting.

Identified Priorities for 22/23:

1. Stabilizing workforce within our agency and our providers.

2. Spending money for Foster Parent stipends increasing dollars for Wraparound services.

3. Prevention is a priority

Kathy Milton made a motion for continuation of the current budget at the current rate. Gerald Waters seconded the motion and none were opposed.

1. **Facility Updates**

C2: MLK office had carpeting replaced, repairs to the foundation, painting, tile is complete, lighting has been updated, and new desks are in place. Staff is back to work at the office. The Crawfordville facility has had the paint and carpet updated. All buildings are increasing security. Inspection done at Crawfordville office. Minimal updates remaining there. The Tharpe office will begin renovations in mid-July. This will include fresh paint, carpet, and any maintenance issues.

C14 facilities are predominately good due to renovations after Hurricane Michael.

There will be updating for training and technology as well.

The Quincy Police Department approached NWF about our facility there in regards to lease and possible purchase at a later date. This is due to their current offices being uninhabitable. This would be a favorable partnership prospect. This is a new issue that arose and therefore was not on agenda. There is about 1000 sq. ft. with potential to grow soon to accommodate the Police Dept. This real estate transaction will need Board approval however, we don’t anticipate this to happen in the next 60 days. If it does we will put it before the Board. This is administrative service site for Gadsden.

No action is needed on this item.

1. **Strategic Discussions Mike Watkins**
2. **Annual Priorities**

**ITN C1** **Courtney Stanford**

NWFHN submitted a bid for the ITN C1. We were the only bidder for the ITN. NWF is continuing communications with Lakeview. Staff and Caregivers are eager to know what future (December 31) holds. Our Directors, Molly Clore and Roshannon Jackson have been engaging with C1 Staff to discuss NWF current practices and how we could correlate together and work together.

Board Member, Kathy Milton asked for clarification on what the cone of silence means and it was explained that there would be no formal discussions regarding the ITN bid between NWF and DCF.

Award date has been changed to July 27 with the start of the contract being January 1, 2023. NWF has been in contact with C1 providers to let them know about the award delay.

Board Member Gerald Waters explained the change in award date is after the end of the fiscal year end of June 30th.

The new budget includes $15 million increase for C1. NWF wants the Board to be aware that when the contract is signed, personnel and infrastructure needs to be in place.

**B.ME Update David Daniels**

There is a surplus in ME funding. The Current Fiscal Year Rate analysis is a 24% overall rate increase.

Recasting: using lapse funds to pay providers for uncompensated care. If the Provider was paid for 100 units but produced 120 we have lapse funds to pay the extra 20.

Purchasing system enhancements: Pilot programs, trainings, TESS.

TESS: Has 626 users, 33,131 total messages as of this week. 12,213 total minutes used.

Coming Fiscal Year 22/23 we have received draft budget and our share of the $126 million (about $16 million). This plan has been submitted to Legislature by DCF but hasn’t been approved. Once it is approved the Department will let us know the amount of our share. We will also know how much of the current year’s budget can be carried forward. The equation is: Draft budget 22/22 + share of the $126 million+ carry forward amount

All parts of this equation will not be known until mid-August.

The conclusion is that we are going to have a material increase in growth for Behavioral Health for 22/23. Probably about 25% increase for MH (from 92mill this year to about 105-110 million not including carry forward dollar amount).

ME includes all 18 counties and is a stand-alone outside of Child Welfare

Chair asked for questions and there were none.

* 1. **Community Engagement Marcia Mathis**

Pg. 104 lists the highlights for Community Engagement from April to June 2022.

“Continue the Mission” campaign was implemented within our agency to recruit Veterans. Mike shared this with Rep. Salzman and other Legislatures. There was a meeting with General of VA and the launch of the campaign was held at Eglin AF Museum on June 22, 2022. This was a huge success. Board Members, staff, The First Lady, and DCF Secretary Harris were present. Recruitment areas within other areas that Veterans could assist with will be reviewed. Areas such as Finance, Facilities etc. More events will be coming. DCF is focused on CPI but we are extending further. 1.5 mill vets and their spouses statewide.

Governor signed $99.7 billion Appropriation Act on June 2nd which included over $3.1 billion in vetoes, none of which impacted NWFHN.

May was National Foster Care Month and highlighted Foster Moms

May Mental Health Awareness month also had many activities that NWF took part in.

June is highlighting Foster Fathers that were recommended by their community.

ME staff put together Gentracon 2022 – Generational Trauma that children experience and training to find hope and healing.

Kecia Crawford met with St. Joe and they are going to sponsor 12 visitation rooms at Harrison (decorate and provide amenities). Kathy Donofro received a $1500 donation for play equipment from Altruistic Club.

Ronald Pickett suggested that the website be updated to reflect NWFN not BBCBC.

* 1. **Conferences Mike Watkins**

7/11-7/13 FL Coalition for Children, Lead Agency and Providers – several board members are signed up to attend.

8/31-9/2 Orlando JW Marriott Conference: DCF Conference (Child Protection Summit this is a name change). We anticipate registration to come out this week so anyone who wishes to attend should contact Angie Nichols ASAP.

Board Meeting date changed to 9/1 at Summit. No other information on conferences.

1. **Review Risk Management Mike Watkins**
2. **Executive/Legislative**

There is a separate board for NWFN and NWFP. Part of the process is to acknowledge annually that we are separate. A detailed evaluation needs to be completed by the Executive Committee. NWF Partnership Communities Evaluation is in substitution of the Executive Committee and presented to the NWFN Board. This requires that the Board understands the performance of the staff. If there are questions from the Board, they should reach out to Michael Lee, Deputy General Counsel.

The evaluation needs to be completed by July 1. This will be emailed to the Board Members and should be returned to Michael Lee. This will be a record of transmission and help us to meet the requirement.

1. **Legal Ralph Haben**

**Ad Valorem assessment**

We have reached out 10 days ago regarding the issue with the Panama City property (Independence Village). Would like to resolve the issue since it has gone on since the hurricane. Kathy Milton. asked how the loss of funds (capital loss) will be absorbed.

The 1.5 million exposure after the release of funds is what would be owed to FL Housing Finance but NWF would also still owe. The City wants to property so could possibly take the debt, along with the property. When the loan comes current in the next 2-3 years it would affect our working capital so we hope to have this resolved before then.

1. **Other**

2 of 5 items on the Governors brag sheet were Child Welfare and Mental Health with is good for Risk Management.

There are no other legal issues that need to be addressed.

Mike Watkins asked if there were any risk issues from accreditation. There were none and the site review went well.

Risk Issues Identified by Board:

Identified Independence Village as a Risk Issue by Ronald Pickett.

Gerald Walters Identified the fiscal issues for C1.

Ronald Pickett identified the website needing to be updated.

1. **Review Governance Ronald Pickett**
   1. Status of Directors
      1. Reappointment of Member(s)
      2. Proposed Member(s)
2. **Next Meeting: September 1st in Orlando 10am EST**
3. **Adjourn Ronald Pickett**