
**Virtual Board of Directors Meeting
August 27, 2020
10am to 12 Noon EST**

DCF Attendees: Walter Sachs, Tina Cain, Elizabeth Miller, Charlton Bradley

I. Welcome and Chair's Remarks Myers

Denise Myers welcomed everyone and thanked everyone for attending. Chairman praised BBCBC leadership during the significant strained times that have been faced over the past two years including weathering Hurricane Michael and now Covid. Chairman noted there was a quorum for the meeting.

II. Consent Agenda Myers

- a. Review and Approval of Minutes
 - i. June Board (p12)
 - ii. Executive Committee
 - iii. Finance Committee

Motion made to approve the consent agenda by Bambi Smith. Seconded by Liz Hollifield. Motion passed.

- b. Review Performance Child Welfare/Behavioral Health
- c. Media Coverage

III. Covid-19 Watkins

- a. Daily Hot Sheets (p49)

Courtney Stanford provided update on Covid 19 and BBCBC *Hotsheets*. BBCBC continues to face positive test results, including 13 children in care. It appears that all are doing fine. Behavioral Health continues to be operational, with the exception of Detox in Circuit 14 which had been down due to positive results, but that is anticipated to be open this week. Child Protection was discussed and the primary impact has been in child dental visits. Team working to insure that these visits get back on track. Court system has been a barrier, but Circuit 14 has been the most effected. BBCBC working with DCF and Court System to overcome some of the barriers as a result of inability to have court hearings to establish permanency for children in care.

Walt Sachs with DCF acknowledged BBCBC's leadership related to ME in responding to Covid.

School systems are also being monitored to see where children land between Virtual School and Brick and Mortar School.

- b. GetHelp Campaign (p56)

Steve Vancore presented the GetHelp Campaign. Secretary of DCF had encouraged MEs to raise the level of awareness regarding asking for assistance when people were isolated. Phone number established, videos were created. It was rolled out in two phases. There are multiple add versions and banners associated with the Campaign and the success.

- IV. Review and Approval of Finance Committee Report (p61) Gulledge
a. 20-21 FY
b. Budget Reduction Exercise (p70)

BBCBC will apply for the PPP loan in 20/21 to offset the deficit.

ME Budget to actual review indicated a surplus of approximately \$120k in administration, which will be rolled forward to 20/21. The reports through June indicated an overall \$3.6 million surplus. \$2.2million will be used for current services and \$1.3 million will roll forward to 20/21.

The overall Working Budget Summary rolled up indicated the following: CBC YTD deficit indicates \$892,200, ME YTD surplus of \$134,441, and a \$1,350 surplus for CBCIH.

Hurricane Michael expenditure report as it relates to Harrison for only Business Income/Extra Expense. BBCBC has received approximately \$845k. There is approximately \$278k that they have not funded that we continue to negotiate. BBCBC has an excellent insurance plan and we have been fortunate to get maximum funding back.

Balance sheet for BBCBC indicates no cash flow issues in May 2020.

Balance sheet for IV presented and will change as the final closeout occurs with insurance and property transfer.

Lori Gulledge presented that insurance renewal will be approximately an increase of 4.2% increase for a total premium of \$1.9 million. BBCBC's intent is to require employees to absorb 50% of the increase in premium and BBCBC to absorb the additional 50% in premium.

Mike Watkins discussed the Budget Reduction exercise as a result of the State and DCF's guidance to perform a 3% to 6% budget exercise for 20/21 and 21/22 fiscal years. BBCBC established 6 budget principals in the exercise: Maintain Unsafe Populations; Max Utilization; Consolidate Geographically and programmatically; Maximize Technology Use and Reduce Job loss. David Daniels presented information on the ME budget exercise, while focusing on primarily State Revenue. The primary effect is on the CAT teams for both the 3% exer3% exercise CAT team funding was reduced by approximately \$1.5 million (21 FTE's effected). 6% exercise resulted in CAT team funding reduction. Mike discussed the overall BBCBC budget reduction. The 3% exercise focused on reducing existing business agreements; reducing conference training; reducing mileage and travel costs; a reduction in two FTE's for early childhood court; and shifting costs to Medicaid. The 6% exercise included the above, as well as reducing 2 vacant position, reducing Out of Home Care, and reducing Quality Assurance Position, with the department taking these position or otherwise reduce the positions to eliminate redundancy.

Walt Sachs further discussed the budget reduction exercise, explaining that these were going to be real cuts that the Organizations and DCF will be faced with. DCF is trying to get guidance for these reductions as soon as possible from the legislature to implement any changes that are going to be necessary.

Mike Watkins further discussed the PPP. Mike wants to prioritize this towards Child Welfare, it is the easiest and cleanest to apply to salary.

Motion to accept the financial report was made by Liz Hollifield. Motion passed.

- V. Strategic Discussions Watkins
 - a. Annual Priorities

- i. ME Report (p75) Daniels

David Daniels presented the ME report. There appears to be a reduction in number of people served even through June 30, 2020. Some of this can be attributed to Medicaid approvals as well as the use of telehealth.

- ii. Community Engagement (p76) Mathis

Marcia Mathis presented Community Engagement, but discussed challenges with Covid 19. She further emphasized the importance of name change.

- iii. Facilities

Courtney Stanford presented facility information on the Chipley Office, which is almost complete and there is about a 3 week "from now" move in date and the Harrison Avenue location, which is moving along, anticipating move in date of end of November early December.

- iv. Franklin County Treatment Center (p77)

Mike Watkins presented information on the Franklin County Treatment Center. There has been a lack of services in this area for a long time. BBCBC has partnered with Disc to develop a site in Franklin County. This is important access for this area since there has been no service in the area.

- v. Rebranding of BBCBC (p103)

Steve Vancore also presented potential d/b/a name change to NWF Health Network. Premise behind the change is because of BBCBC being bigger than the Big Bend and the importance of including all the regions served which the new name does. Staff recommendation is to make this d/b/a name change. Motion made Kathy Milton to accept the name and logo. Motion seconded by Bambi Smith Motion passed approving logo and name change.

- VI. Review Risk Management Watkins
 - a. Executive/Legislative

Mike Watkins presented that the relationship with DCF and the EOG remains strong. Partnership since Covid 19 has actually strengthened our relationships. Todd Gainey has been an integral part of moving PPE supplies.

Mike Watkins presented that information has been being sent to our legislative delegation to keep them informed. There is concern about cuts in the types of services that BBCBC provides from a behavioral health, substance abuse and child wellness perspective.

b. Legal

Ralph Haben General Counsel provided a report on legal issues. Continue with the lawsuit with an attorney from Orlando for a minor who had been in a very expensive facility at DCF's suggestion. Next meeting should be able to provide a better update.

In relation to Independence Village, the building has been demolished. There was an agreement between Florida Housing, City of PC and BBCBC. City of PC would demolish the building, we would hand over the land, and Florida Housing would forgive the loan. There is a current disagreement between the City and BBCBC regarding the space being deeded to City of Panama City. It primarily stems from parking space.

c. Other

RFP audit services has been completed. Linda, Reggie and Denise participated in selection. Notice of Award is going out today. James Moore and Co. has been once again retained.

Mike notified board that we are on the eve of an ITN and it will be during the Covid period which creates an unusual environment.

- VII. Review Governance Myers
a. Status of Directors
i. Reappointment of Member(s) (p3)
ii. Proposed Member(s)

No members up for reappointment and no proposed members. Denise Myers will be leaving the Board in November as she will be relocating to Las Vegas.

VIII. Next Meeting: October 22nd at 10am EST

IX. Adjourn Myers

Motion to adjourn by Kathy Milton. Seconded by Bambi Smith. Motion passed to adjourn.