Board of Directors Meeting Minutes

**September 9, 2021**

**10am to 12 Noon EST**

1. Participants: Ronald Pickett, Dr. Liz Holifield, Gerald Waters, Reggie Johns, Kathy Milton; Michael Beedie; Courtney Stanford, Mike Watkins, Lori Gulledge; Connie Lyda, Kacey Killebrew, Chris Meadows, Rae Kerr, David Daniels; **DCF:** Charlton Bradley; Walt Sachs; Shawna Peterson.
2. **Welcome and Introductions**
   * 1. Ronald Pickett welcomed meeting attendees.
   1. **Consent Agenda**
      1. Michael Beedie motioned to approved Consent Agenda.  Kathy Milton seconded.  Motion approved.
3. **FINANCIAL UPDATE**

**Working Budget to Actual as of 6/30/2021**

CW projected deficit approximately $230,000.

ME projected roll-forward approximately $6million.  This represents approximately 8%.  We are anticipating reverting back approximately $4million of Federal Cares Act funding received late in the fiscal year.

CBCIH projected small deficit approximately $11k.

HHS grants projected to basically break even as these are cost reimbursement grants.

**Working Budget Summary as of 6/30/2021**

CW projected deficit of approximately $200k.

ME projected roll forward of approximately $461k (mostly CARES funding).

CBCIH projected deficit of $108,620.

HHS Grants are break even.

1. **Hurricane Michael Expenditures as of 6/30/2021**

Received approximately $9million proceeds primarily $8million associated with Harrison Rebuild.  We have a requested claim outstanding of approximately $800k.

1. **NWFHN Balance Sheet**

Good Cash flow and receivables from the department.

1. **IV Balance Sheet**

No significant changes to note.

**21/22 Projected Budget**

CW - Projecting a $2.7 million deficit.

ME – projecting a $476,333 surplus.

CBCIH – projecting a $17,745 deficit.

Included in the budget are:

Approximately $1.7 million reduction of out of home care due to lower level placements and/or reunification of kids to their homes.

Have a 5.5% increase in health insurance projected.

There will be impacts on a negative amount as the new FFPSA program is rolled out.

The new NWFP proposed rate adjustments include no significant changes.

1. **Refinance of MLK and Wakulla**

Refinance of the MLK and Wakulla properties is requested to move from owner financed loans to commercial loans at lower rates from 7% to 3.9%.  Resolutions were presented for the refinance.

**Motion to approve the financial report which included the 20/21 financial statements**

**and the 21/22 budget.  Linda Nelson motioned. Michael Beedie seconded.  Motion passed.**

**Motion to approve Resolutions for refinance of MLK property.  Gerald Waters made motion. Michael Beedie seconded. Motion passed.**

**Motion to approve Resolutions for refinance of Wakulla property.  Kathy Milton made motion. Liz Holifield seconded. Motion passed.**

1. **Risk Management Report by Ralph Haben**
   1. 2011 creation of Independence Village.  Hurricane Michael destroyed the facility in 2018.  NWFHN entered into a negotiation with the City of Panama City, which eventually fell through due to confusion over land conveyance.  Since that time, Florida Housing Finance.  This afternoon, September 9, 2021, NWFHN will enter negotiations with FHFN to try and determine a reasonable payment plan to pay the remaining balance of the loan agreement.  Recommendation is that we enter a negotiation to amortize this loan if offered.
2. **STRATEGIC UPDATES**

**Annual Priorities**

1. **ITN**
   1. Courtney Stanford updated board on CW ITN negotiation process.  The first negotiation day is set for September 21, 2022.
2. **Inspector General Report on Executive Compensation**
   1. After comprehensive review, NWFHN had no findings and after the many months of examination, the IG found very few violations across the State of Florida. NWFHN estimated over 750 man hours on this review.
3. **Inspector General Report on Related Parties**
   1. NWFHN has one finding on this report.  The IG stated that there may be a risk to the Department because we have related parties, specifically as it relates to NWF Partnership.  NWFHN along with other CBC’s across the state have lobbied extensively with DCF to not implement the recommendation that DCF not conduct business with entities that have related parties as stated by the IG, as this would be targeting only a small group of entities that have related party transactions across a number of businesses.  NWFHN submitted the response to the finding on August 20, 2021.
4. **ME Update**
   1. David Daniels provided the ME update.
5. **Covid Update**
   1. Courtney Stanford provided a Covid update.  TOC calls have been reinstituted.  NWFHN has had 14 people that have tested positive with a number of others exposed.  Since August, we have had 20 children test positive and 10 caregivers test positive.  From ME there have been a number of staff members test positive.  We have lost two staff members and two DCF staff members have been lost recently.
6. **GOVERNANCE**

Ronald Pickett and Pauline Patrick and Linda Nelson up for renewal.  Linda Nelson has stepped down.  Reggie Johns made motion to reappoint Pauline and Ronald.  Gerald Waters Seconded.  Motion passed.

Board encouraged assist with finding BOD replacements.

1. Annual meeting set for October 28, 2021.  Will attempt to have the meeting at the University Center Club in Tallahassee, depending on Covid situation.
2. **Next Meeting:** Next meeting: October 28, 2021.
3. Meeting was adjourned.