**Board Meeting Minutes**

**September 1, 2022**

**10am to 12 Noon EST**

**Meeting Participants: Ronald Pickett, Charlie Strickland, Reggie Johns, Gerald Waters, Rep. Michelle Salzman, Mark Stavros, Keith Dean, Kathy Milton, Dr. Liz Holifield, Pauline Patrick, Teresa Roberts, Mike Watkins, Courtney Stanford, Rae Kerr, Marcia Mathis, Walter Sachs, Kathy Donofro, Michael Lee, , Felicsa Sims, Shannon Brunson, Christa Pate, Bobbi Lowe, Serena Armstrong, Lori Gulledge, Allison Hill, Andrea Ziglar, Ralph Haben, Glen Cassel, David Daniels, Janice Thomas, Shawna Peterson, Darci Lolley, Nick Browning, Asst. Secretary JessTharpe**

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

DCF guests may drop by the meeting. Glen Cassel discussed Medicaid issues. Introduction of Board Candidate Teresa Roberts

Glen Cassel, Representative of the CBC’s in Medicaid discussed the Medicaid Managed Care contracts that will be rebid in the next 6 months. 56,000 kids are in the Medicaid plan. Many are in post adoption status. They remain eligible for Medicaid services even after adoption. About 20,000 kids are in the plan that have been adopted. Medicaid was enhanced so children can get the services that they need such as Mental Health. The program follows the same Managed Care rules, however it has been designed for kids who have been traumatized and neglected.

Guest Nick Browning, from Elevated Youth Services spoke about their program’s specialized services.

1. **Consent Agenda Ronald Pickett**
   1. Review and Approval of Minutes
      1. Board
      2. Executive Committee
      3. Finance Committee
   2. Review Performance Child Welfare/Behavioral Health
   3. Media Coverage
   4. Policy Review

Motion to accept the consent agenda was made by Reggie Johns. Motion was unanimously approved.

1. **Review and Approval of Finance Committee Report Rae Kerr**
   1. **21-22 FY page 23**

Working Budget Summary to Actual: June 30 was the final close out statement. We received Back of Bill and Risk Pool Funding. This helped to cover increased rates. Operations indicated a surplus of $60,627. Non-Core indicated a deficit due to additional spending for the Veteran’s Initiative that was not budgeted.

Managing Entity Contract had a net deficit of $255,867 in Operations due primarily to additional unbudgeted expenditures. We anticipate a reversion of approximately $6.7million of funds back to the state.

OCA’s Other Cost Accumulators: These are like cost centers. David Daniels explained that we had about 40 different cost accumulators for Mental Health and Substance Abuse for Operations all together. All of the ME’s across the state do not have the same OCA’s. The total number within the network may be around 162. There is a $250 million budget annualized. The ME side will be around 110 million and 161 pockets for that to go in. This makes it very challenging to development programming and manage expenditures. There are also restrictions around dates of spending which must be planned for within the budget.

David Daniels explained that it is difficult to spend the dollars because there are many different criteria requirements that are connected. The budget passed in March. We have a partial schedule of funds. There are about $6 million in funds slated, but $9 million in funds that are on hold. $95 million in the ME contract. Projected $15 million comparing with the shared funding and Opioid Funding dollars.

CBICH Contract pg. 25. We are showing a deficit of $126,000. Unbudgeted admin costs. Management Fee in NWFP is slightly higher, but we will level this out.

HHS Grants Budget to Actual: Break even grants, these are cost reimbursement, dollars that are not spent must be sent back to the State. One grant ended in April and the other will end in September. Some dollars will be reverted back to the state.

We anticipate having to return approximately $160,000 of Admin Cares Act Funding to the State. We anticipate being able to carry forward approximately 7.3 million of Provider funds and $88k of Administrative dollars.

Pg. 28 Projected end of $92,000 carry over in ME. This is through June 30. In October, we will see the 22/23 budget.

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

Independence Village Balance Sheet does not show much change. Long term loan will come due in 2026.

* 1. **22-23 Budget & Spending Priorities –** We have asked for continuation of the budget until October. We received a great deal of additional funding so we are trying to incorporate that into the budget. This will be presented to the Board in October.
  2. **Facility Updates**

Circuit 2: MLK has had many renovations. Repairs to the foundation, paint, carpeting, tile, and cabinets installed. Tharpe has new carpet, tile, and paint. Wakulla facility is being refreshed, and Marianna is under renovations which we hope to be completed by December. The Apalachicola facility is close to completion.

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

Reggie Johns made a motion to approve the Finance Report as presented. Motion approved unanimously.

1. **Strategic Discussions Mike Watkins**
2. **Annual Priorities**
   1. **C1 Transition Update Courtney Stanford**

Currently we are on day 18 of the contract for CBC Lead Agency in C1. We are in a transition contract from August 15 to October 31. Full contract begins on November 1, 2022. Priorities have been to hire C1 Leaders. Bobbi Lowe was hired and Christa Pate, C1 System of Care Director, along with the hiring of 58 positions in the last 18 days. We have about 10 pending hires. Overwhelming application process from current C1 Team Members and Community Members. Kathy Donofro, will be stepping into Adoption Management Role in C1 and C2/C14. Amy Hand will be our Assistant Director of the Kinship Program. This is the Leveled 1, relative and non-relative care givers. Other staff will be moving into leadership roles as well.

NWF has taken part in DCF Community Forums which have been very productive. Discussions regarding strengths and desired priorities. More Forums are to come.

Every Monday there is a C1 Transition Meeting. Mike Watkins, Allison Hill, and Courtney Stanford meet twice weekly. There have been 100 laptops ordered to help with the onboarding process. Currently working on subsidies for Foster Care and Adoption.

Assistant Secretary Jess Tharpe, arrived at this time during the meeting. Mike Watkins explained that NWF is committed to be very transparent during this transition; to ensure that we have a solid relationship with the community, Lakeview, etc. We want a bright line of accountability. When there is a handoff we want to show who is letting go and who is taking over. NWF is three CBC’s now. Assistant Secretary Tharpe, spoke highly of Mike Watkins and his team. She is appreciative of the partnership and efforts during the C1 transition. The key factor in the next 12 months is entry and exits. Reduce the caseload on Case Workers and Support Team. We are seeing removals decrease over the last 20 years. The goal is to get children permanency as soon as possible. Continue to work on the exit piece and get kids home.

Ronald Pickett said his concern is how we are going forward with Executive Team in the future. Mike Watkins stated that we are currently working on the organization table. Two CBCs and 1 ME are currently handled by our CFO, Rae Kerr. The greatest need, and increase, will be in the Finance side. We have around 4,000 transactions per month and are taking on an area that is 1.5 times larger. Accounting is adopting a new budget software program which will be coming online at the end of December. There is also new Contract Management Software, we are increasing staffing in many departments such as: Contracts, IT, and Accounting. There will be a Budget Manger for ME and a Contract Manager for the CBC on the Operations side.

Some functions will be regional. From a Lead Agency perspective, Kathy Donofro will oversee the providers with her expertise of statutes, best practices, etc. She will be supporting our Sub-contracted providers to help through the adoption process. Bobbi Lowe, Gordy Pyper, and Tara Taylor are the leaders who will help guide the workers on the ground who are in the frontlines. Hiring will be on a larger scale.

Walter Sachs, DCF gave an update that there were no sleeping kids in offices and the situation was getting healthier already. There were about 400 kids who were awaiting adoption according to the minutes from the last Board Meeting. He is glad that the focus is on this area because adoptions are important.

Initially we will use the available FFN facilities. Currently our focus is on people. Later the facilities and tools needed will come next. The goal is to look at these areas at the end of the fiscal year.

Community Meetings with stakeholders will be continuing to increase and promote relationships.

Caregivers are working to help us find Community connections, too. There was a meeting with a Group Home to discuss capacity. Upcoming Foster Parent training classes will be held in C1. Jessica Howell will be our Foster Family Manager, in C1.

Courtney Stanford expressed her gratitude to Allison Hill and her Team. Allison said they were committed to making this a smooth transition and will continue to be there to serve the community, just in a different capacity. Gerald Waters, Board Member, added that he was grateful to be asked for his opinion when the discussion to adopt C1 first came about.

Chair Pickett said he is proud DCF selected NWF for the C1 award. He feels that it is a win for all of the community.

* 1. **ME Update David Daniels**

Graph of ME Funding showed that the most recent year was $3.8 million. There is a projected amount of $110 million for this year. From $48 million in the last few years (15/16) to $110 million is tremendous. Contracts and Finances are bringing home more Quality Assurance support.

Gadsden County overdose incident over 4th of July weekend had 19 overdoses in one weekend due to fentanyl laced pain meds. The goal is to make sure First Responders have a Narcan supply. We are contracting for a hospital bridge program. Working with Gadsden County Sheriff’s office to implement a data base called OD mapping which gives real time data (as much as can be with the data is input). We want First Responders and Dispatchers to input information in the system to have accurate numbers. Gadsden will be implement the OD Mapping program. Outreach programs are also in place to raise awareness. The lacing of the drugs makes it appear to be a prescription medicine. The message “fentanyl kills”, needs to be put out there.

Baker Act –There are a limited number of hospital beds designated as Behavior Health beds. When someone is Baker Acted, they are taken to the nearest facility. However, there are a limited number of receiving facilities across all of the 18 Northwest counties. Representative Salzman stated that she is confident that we will have a solution for this in the next few months. There will be a Task Force meeting on 9/30/2022 to discuss what the next steps are to help the community. Pensacola issued a 2 week notice to end services, but Rep. Salzman arranged an extension of 90 days.

There are a mix of beds licensed at Baptist Hospital. 56 beds at West Florida Hospital with no juvenile beds. These are only available for voluntary inpatients. The 90 beds at Baptist are a mix of children and adults. The beds are not separated by age, though. Baptist is moving to a new campus which has only 72 beds.

Rep Salzman asked if self-admitting patients would be denied because insurance might not pay for a voluntary admission. The question was posed that if a patient can make sound and reasonable choices would they qualify to be Baker-Acted? In this case, would the insurance company withhold payment? EMS could still bring involuntary admissions to the facility.

* 1. **Community Engagement Marcia Mathis**

Pg. 67 highlights: Continue the Mission continues. DOE Commissioner Diaz talked with Mike Watkins regarding Mental Health and School Safety. Possible ideas are to require school districts to present a plan to say how these things are connected. Getting Superintendents to buy in is a challenge.

C1 Town Hall coordinated by DCF. There will be more planned in the future.

There have been backpack drives, TESS information was placed in the backpack.

Molly Clore was featured on a TV show. There was a celebration of the 208 adoptions.

* 1. **IL Presentation Janice Thomas**

Mike asked if the Independent Living Team could present at the next meeting due to time constraints.

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

Walter Sachs spoke about the NWF relationship being strong with DCF. No risk issues on Executive side. We are strong on the Legislative side with a Representative on our Board.

* 1. Legal Haben

There is only1 lawsuit which in the next 30-60 days should be resolved.

* 1. Other

Mike Watkins asked if there were any risks issues the board had. There were none.

1. **Review Governance Ronald Pickett**
   1. Status of Directors
      1. Reappointment of Member(s) – Dr. Stavros needs to be reappointed to the Board. He accepts the opportunity. Gerald Waters made a motion to accept. Reggie John seconded the motion and none were opposed. Motion passed.
      2. Proposed Member(s)-NWFP Serena Armstrong recommends Teresa Roberts. Teresa and her husband have 5 children. Two were adopted out of Foster Care. She is a retired Colonel in the US Air Force, Licensed Clinical SW, and Leadership Coach. Teresa spoke about being part of a team and serving. Mike Watkins said Teresa would be a good fit for either Board. Reggie Johns made a motion to appoint Teresa Roberts to the Board. Gerald Waters seconded. Motion passed.
2. **Next Meeting: October 27th 10am EST Annual Meeting**

Tallahassee- University Club FSU

Dinner hosted by the Board at Maggiano’s in Orlando on 9/1/2022

1. **Adjourn Ronald Pickett**