



Board of Directors Meeting

June 14, 2012

Minutes – May 10, 2012

Item II.A.

PRESENT: Elise Minkoff, Chair; Maria Edmonds, Vice Chair; Honorable Bob Dillinger; Judge Raymond Gross Honorable Bernie McCabe; Raymond Neri; Dr. James Sewell; Dr. John Stewart; Attorney Colleen Flynn

ABSENT: Brian Aungst, Jr.; Angela Rouson; Commissioner Karen Seel

I. CALL TO ORDER

Mrs. Minkoff called the meeting to order at 9: 04 AM followed by the Pledge of Allegiance led by Mrs. Edmonds.

II. CONSENT AGENDA

- a. Approve Minutes for April 12, 2012
- b. Accept Financial Report for April 2012
- c. Accept Disaster Recovery E-Learning

ACTION: Mr. McCabe moved to approve the Consent Agenda as presented; seconded by Mrs. Edmonds. No further discussion; motion carried.

III. ACTION

A. SAMIS Collaborative Agreement

Mrs. Lancaster indicated that the Board had directed staff to go back to the SAMIS Collaborative to seek an agreement which recognized JWB's role in establishing and supporting SAMIS. She believes JWB staff have done everything they could to arrive at a viable agreement among our colleagues. Included in the Board's packet is an outline of what has been proposed. If more details are needed, Susan Rowden can respond to questions regarding the negotiations for JWB, which were challenging. However, the Collaborative would like Susan to provide consultation to them as they go forward and this is also a way to support the Collaborative. JWB will continue to use SAMIS until the transition to the County CHEDAS system is made.

Mr. Dillinger asked when JWB begins using its own version of SAMIS: Is that perpetuating what we have until we get on CHEDAS? Mrs. Lancaster said yes, we have it as it exists today without any further enhancements after this next one.

ACTION: Mr. Dillinger moved to approve the SAMIS Collaborative Agreement; seconded by Mr. McCabe. Motion passed.

Mrs. Minkoff thanked Mrs. Lancaster and staff for moving this issue forward.

B. Budget Actions for FY 12/13

Mrs. Lancaster asked the Board's approval for the Child Care Executive Pool (CEEP) funds shift. JWB is looking to move the dollars around, which enables ELC to draw down more for the out-of-school time age group. Taking the same dollars we have (\$1.4M), and moving them under the CCEP will result in a dollar-for-dollar match. The Early Learning Coalition (ELC) is drawing down less money next year under the large pool, and this shift enables JWB to position ourselves to not just draw down dollars into the CCEP, but to use Pinellas Core Management Services (PCMS) to enable a higher funding priority ranking.

ACTION: Mr. McCabe moved to approve the Budget Actions for FY 12/13; seconded by Dr. Sewell. Motion passed.

Mrs. Minkoff announced that the PCMS Board will convene just prior to the regular Board meeting next month. Mrs. Lancaster said it will be for the purpose of having PCMS approve the receipt of the CCEP dollars in order to provide the match.

IV. PRESENTATIONS

A. Proposed Revised Personnel Policies

Mrs. Lancaster said Dr. Mary Grace Duffy and Mrs. Saby Guidicelli have gone through JWB's Policies and brought them up to current day standards. Dr. Duffy thanked Colleen Flynn for her help with the Policies. The last time the Board was asked to approve comprehensive changes to the Policies was in 2009 and staff wanted to bring them up to date. Many of the changes made were to simplify and clarify language or to bring JWB in line with processes that have changed since the last publication. As reflected in the Board memo, a total of eight significant changes were made to the Policies.

Mr. Neri asked for a quick overview of the changes. He then asked if there is a Review Board to discuss the possible extension of a probationary period for a new employee. Dr. Duffy said it is determined by the immediate supervisor and they in turn, would make a recommendation to Mrs. Lancaster.

Mr. Neri, Mr. Dillinger, and Mrs. Edmonds requested clarification on the FMLA Act and the accrual of leave.

Dr. Duffy said JWB would like to eliminate the sick leave pool which has not been used since 2006. JWB has to carry the liability on the books for slightly over \$36,000. The estimated buyback cost is \$6,500 for 22 staff.

Mr. McCabe was not in favor of the buyback and would like it distributed into the employees' accounts. Dr. Duffy said JWB could do that as well. Mrs. Lancaster said the rationale is that buying back the sick leave means we don't have to carry that liability on our books.

Mr. Dillinger agreed with eliminating the pool and reinstating sick leave. Judge Gross asked about staff involvement in developing the policies. Dr. Duffy said the Personnel and Diversity Committee (PDC) worked on the Policies and gave extensive input about a year ago. The changes that were being considered were also presented at a staff meeting and feedback was received. Mrs. Lancaster stated the Policies will be brought back before the Board next month for approval.

Dr. Duffy said staff is proposing eliminating the telecommuting section as it does not meet JWB needs. Staff is suggesting moving to a Smart Phone Stipend. Mr. McCabe inquired as to the amount of the stipend and how many employees? Ms. Sahulka said JWB policy states the Executive Director sets the rate; we are looking at \$75 each for 52 staff out of 60. Mr. McCabe believes the County stipend is \$61 and asked why we would go to \$75. Ms. Sahulka believes the County policy was set years ago and has not been updated. Mrs. Lancaster said we will look at the prevailing rates and report back to the Board.

B. Information About Millage Rate Options 12/13

Mrs. Lancaster indicated that, as the Board directed, staff has four potential scenarios for the millage, including last fiscal year's rate of .7915 and going all the way to .93. Ms. Sahulka will walk through those options. The expectation is that in June, staff would ask the Board to direct them to establish a budget based on one specific millage so they can come back with full budget documents for certification of the millage in July.

Lisa Sahulka highlighted the history and future scenarios of the millage rate and revenue from 2006 to 2014. (Presentation is available on www.jwbpinellas.org.)

- FY 12/13 Program Reductions
- Revenue and Children Served
- Budget Gap in Millions .8337 (based on 3% less ad valorem revenues)
- .9300 Increases FY 12/13 revenues to re-establish the Program Stability Fund and maintains revenues through FY 13/14
- .8696 (Rollback) Rate maintains FY 11/12 revenues in FY/12/13 but does not close the budget gap
- .8337 Current Rate Total Reductions through FY 13/14
- .7915 Reduces the Revenue in FY 12/13

Mr. Neri asked how does JWB talk about the millage and the budget without talking about the scope of services JWB offers. Mrs. Lancaster said the Board will likely have to decide which focus area to eliminate since the budget is divided into four main categories: School Readiness, School Success, Prevention of Child Maltreatment and a Safety Net.

Judge Gross asked about the timeline for presentation to the Board. Mrs. Lancaster responded: In June, staff will be asking the Board to establish a rate on which we can base our budget. That millage rate would be the basis of the budget that staff would ask the Board to pass in July, based upon the true figures that were received at the end of June. The rollback rate is a simple majority vote and no advertising, as is anything below that. A .93 requires an extra majority and advertising. In July, when the Board adopts the budget, that is the basis for the TRIM notice that will go out to the community in August. At the first TRIM hearing, a tentative millage will be adopted which cannot be any higher than what is provided in the TRIM Notice, although it can be lower. At the second hearing, the Board will adopt the final millage with the same rules.

Mr. Dillinger said, at the next Board of County Commissioners (BCC) Meeting, County Health and Human Services (HHS) is presenting a program on the five zones of poverty. These zones are East Tarpon, North Greenwood, Highpoint, Lealman and South St. Petersburg. Mr. Dillinger indicated that, if we have to start redistributing or cutting money, we would need to cooperate with HHS and focus on those five poverty zones.

Mrs. Lancaster said JWB has been working closely with County Health and Human Services to provide data. HHS agrees that providing a continuum of care is what will make a significant difference in the amount of money that will be spent by focusing resources of areas of greatest need and highest cost.

Mrs. Minkoff asked for further comments or direction to the staff. Mr. Dillinger said he would be hesitant to go below our existing millage. Mr. McCabe concurred.

C. Performance Report – Program Outcomes

Mrs. Lancaster introduced Marcia Marcionette who presented the Performance Report on Program Outcomes, primarily for School Readiness Programs and some Child Welfare Programs:

- Special Services – Allocation \$815,987 - (\$817 Per Client)
- Early Childhood Consultation (ECC) – Allocation \$244,597 – (\$735 Per Client)
- Home Instruction for Parents of Preschool Youth (HIPPPY) – Allocation \$516,892 – (\$938 Per Client)
- Children of the World Preschool – Allocation \$72,242 – (\$495 Per Client)
- Community Pride – Allocation \$142,993 – (\$638 Per Client)
- Children’s Outpatient – Allocation \$542,630 – (\$167 Per Client)
- Respite Care – Allocation \$315,371 – (\$677 Per Client)

Mr. Dillinger asked what are we going to do with this information. Mrs. Lancaster said program funding is showing good results. Ms. Marcionette will forward a more detailed report to the Board and will also obtain the most recent data from the school system. The Board will be provided the number of clients served that year that were actually tested, plus children who are born of drug abusing parents and how their failure rate compares to children who are not.

VI. INFORMATION ITEMS

No issues were raised when Mrs. Minkoff asked if there were any informational items the Board would like to pull out and discuss.

VII. OPEN AGENDA

Mrs. Minkoff introduced Judith Warren, who introduced herself as the new Executive Director for Eckerd Community Alternatives in Pinellas/Pasco. Dr. Sewell welcomed her and said he is looking forward to working with her.

Art O'Hara, Executive Director of the R'Club Child Care addressed the performance report on HIPPY. He wanted to comment on "fidelity". The fidelity issue had to do with how the kids are measured as opposed to how the program is being implemented.

A final draft of the JWB information folder was distributed to the Board for their review. The Board was asked to forward comments to Mrs. Lancaster. The Community Councils had requested a document that describes JWB and its contribution to the community. It will also be used for staff presentations to the community. Mrs. Minkoff asked if it was being done in-house. Mrs. Lancaster said the work was done through a contract with Tucker Hall. Mrs. Minkoff also asked if the printing was pro bono. Mrs. Lancaster said it was not but the cost was very reasonable.

Mrs. Lancaster mentioned the press surrounding the local Head Start Program. Debra Prewitt gave an update on the program after speaking with Representative Castor's office: national Director of Head Start is in St. Petersburg and they are preparing to ask the Pinellas Opportunity Council (POC) to voluntarily suspend their contract. HHS and Head Start are looking for a temporary contract entity to take over services and a bid will go out. A timeline will be laid out for the competitive bid process.

Mrs. Lancaster asked the Board if they would be willing for JWB to provide interim support. The Board agreed.

VIII. ADJOURN

Mrs. Minkoff called for adjournment at 10:42 AM; seconded by Mr. McCabe; no discussion; motion carried.

Minutes Submitted by:

Dr. James Sewell
Board Secretary

06/14/12