



Board of Directors Meeting

March 14, 2013

Minutes – February 14, 2013

Item II.A.

PRESENT: Elise Minkoff, Chair; Maria Edmonds, Vice Chair; Dr. James Sewell, Secretary; Brian Aungst, Jr.; Honorable Bob Dillinger; Dr. Michael A. Grego; Judge Raymond Gross; Honorable Bernie McCabe; Raymond Neri; Angela Rouson; Commissioner Karen Seel; Attorney Colleen Flynn

I. CALL TO ORDER

Mrs. Minkoff called the meeting to order at 9:00 AM, followed by the Pledge of Allegiance led by Brian Aungst.

II. CONSENT AGENDA

- A. Approve Minutes for January 10, 2013
- B. Accept Financial Report for January 2013
- C. Approve Removal of Assets from Inventory

ACTION: Mrs. Rouson moved to approve the Consent Agenda as presented; seconded by Dr. Sewell. No discussion; motion carried.

III. ACTION

- A. Accept Audited Annual Financial Statement

Mrs. Minkoff introduced John Gilberto, Partner and Scott Davis, Senior Manager, from the auditing firm of Cherry Bekaert, which completed JWB's audit for FY 11/12.

Mr. Gilberto said they had a very detailed meeting with the Finance Committee to go over the financial statements and a high level overview will be presented to the Board. The first opinion is an unqualified opinion, which is the highest level of assurance that can be received from the auditor, and the financial statements are correct and fairly presented.

The second opinion is the Government Auditing Standards. It is a report on internal controls over financial reporting and on compliance with laws, regulations and grant agreements.

The last opinion is a new opinion for JWB this year, due to having over \$500,000 expended from federal awards. The opinion was received on OMB Circular A-133 on federal awards. Internal controls had to be tested over the major program that was selected, and the compliance had to be tested to make sure the money was being spent properly. There were

no issues with that program, and a Management letter was issued which is a requirement of the State of Florida. It is a clean letter with one recommendation.

The financial statements are made up of two different things and a reporting entity is not just JWB. It includes a blended component unit including Pinellas Core Management Services (PCMS), a special revenue fund within JWB's financial statements.

Scott Davis explained the results of the changes in JWB's accounts over the year. The activity has been fairly consistent from year to year. Cash and investments increased significantly from the previous year, mainly driven by an agreement with All Children's Hospital which resulted in additional revenue; and the timing of that resulted in an increase in cash and investments.

A single audit was completed this year and a report was issued under OMB Circular A-133, Chapter 10650, Rules of the Auditor General in the State of Florida. Two findings were noted and were discussed at the Finance Committee Meeting.

Mr. McCabe said the Finance Committee was satisfied that there were no issues worthy of further investigation and he suggested that the Audit by Cherry Bekaert be accepted.

Mr. Aungst requested clarification on one issue of significant deficiency, and asked staff to explain briefly what the issue was and how it will be addressed.

John Gilberto: A test of a control sample of 24 items was completed. Two of the items did not have the proper approval per JWB's Policies and Procedures. The controls are in place but these two items were overlooked.

Mr. Aungst asked what the items were.

Lisa Sahulka: The grant that is referenced is the Carrera grant and the issue was receipts that were not signed: a Sweetbay receipt did not have the proper signature at the program level, and this has already been corrected.

ACTION: Mr. McCabe moved to accept the Audited Annual Financial Statement; seconded by Dr. Sewell. No further discussion; motion carried.

Mrs. Lancaster recognized Sue Walterick, Lynn De la Torre and the Finance staff for their hard work and dedication in making sure everything was in order.

Mr. McCabe noticed the Agenda was revised to take the Carrera grant off the Agenda. The grant had been discussed at the Finance Committee Meeting and the Committee was prepared to recommend a new course and direction. Mr. McCabe wanted an update on why it was pulled and what the issue was.

Mrs. Lancaster said it was pulled because Dr. Dharamraj, Director of the Pinellas County Health Department was out of the country and wanted more time to review and participate in the process. It will be brought back before the Board in March.

Commissioner Seel asked what the issues were.

Mrs. Lancaster: We are proposing to move the grant itself to Family Resources because they are in a position to raise money for sustainability of the program and they are able, under their 501(c) (3) status, to do some things that the Health Department is not permitted to do under the state policy limitations. There is no problem with the program or staff. JWB was taking on more responsibility than usual as the administrator of the grant.

IV. PRESENTATIONS

A. 2013 JWB Legislative Priorities

Debra Prewitt referenced the proposed 2013 JWB Legislative Priorities which include quality early learning, homeless children and families, and food insecure families. These areas are highlighted as extreme needs statewide and have broad-based support on the local, statewide and national levels. They are all affected by the current economic conditions that are rooted in long-term unemployment, high rates of foreclosures and personal bankruptcies.

Mrs. Prewitt provided to the Board a copy of the President's Plan from his State of the Union address. These legislative priorities offer public policy recommendations to modify existing policies, provide additional funding, and leverage state and federal grant funding with local programs and dollars.

Staff recommends support of these priorities.

Mr. Aungst asked if it is finished.

Mrs. Prewitt: Yes, these are reoccurring issues from last year, we have statewide support, and we are mirroring recommendations from many organizations in the state and these issues are interconnected.

Mrs. Lancaster said last year Mr. Dillinger made a valid observation that we should be walking down the road with other organizations who are advocates for children. We believe we have done that.

Dr. Grego observed that the information was complete, and suggested we move forward in an effort to be timely.

Mrs. Minkoff asked what we are going to do with this document.

Mrs. Prewitt: We share it with the Legislative Delegation. Appointments have been made with some members of the Delegation for the end of February since it is their last opportunity to be in the District before session begins. Mrs. Prewitt invited Mrs. Minkoff to join Mrs. Lancaster and her on these visits.

ACTION: Dr. Grego moved to accept the 2013 JWB Legislative Priorities; seconded by Dr. Sewell. No further discussion; motion carried.

V. INFORMATION ITEMS

Mrs. Minkoff asked for discussion of any Information items.

Mrs. Lancaster spoke about meeting with the school system staff this week to talk about the enrichment of summer programming; JWB will be bringing forward a proposal to provide wraparound support for the schools system's summer learning enhancement for children K-3. If there are resources remaining, we would extend that to the Early Learning piece for the summer, as well.

VI. OPEN AGENDA

Mrs. Minkoff recognized Delquanda Turner for the article that was in Power Broker magazine that highlighted the South County Council and Delquanda's leadership to the Council, along with JWB's efforts.

Mrs. Minkoff announced the anniversary of Debbie Bremer, with 32 years, and the anniversaries of other devoted staff.

Dr. Sewell announced the Executive Director Selection Committee meeting at 9:30 AM.

VII. ADJOURN

Dr. Sewell moved for adjournment at 9:20 AM; seconded by Mr. Aungst no further discussion; motion carried.

Minutes Submitted by:

Dr. James Sewell
Board Secretary
03/14/13