

TO: Juvenile Welfare Board Members

FROM: James E. Mills, Executive Director



### Requested Action

The Board elect Chair, Vice Chair and Secretary for Fiscal Year October 1, 2000-September 30, 2001.

### Narrative

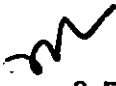

JWB Bylaw, Article IV, states that a chair, vice chair and secretary be elected at the September meeting for a one year term and assume the usual duties of those positions on October 1. These officers along with two appointed members also serve as the Executive Committee and have the power to act for the Juvenile Welfare Board if deemed necessary by same committee.

Nominations for each position are taken during the meeting and voted upon by all the members of the board. All members of the Board are eligible to serve in any capacity.

The duties of the positions are self-explanatory. The Secretary is not responsible for maintaining the minutes but does review the staff-created record before it is distributed to the Board for approval. Traditionally, the Board has conducted as much business as possible at its monthly meeting, so the Executive Committee does not meet regularly. Any Executive Committee action must be brought to the Board for ratification.

Regular Meeting 9/14/00

**TO:** Juvenile Welfare Board Members

**FROM:** James E. Mills, Executive Director   
Lisa A. Sahulka, Director of Programs & Finance 

### Funded Agency Compliance Issues – Quarterly Report

This report keeps the Board advised of compliance matters related to funded agencies.

**Career Options of St Petersburg:** The FY 98-99 financial audit was completed by the auditors and received by JWB on June 23, 2000.

**Ervin's All American Youth Club:** This agency has depleted all Juvenile Welfare Board contract funds for program operations. All reimbursement dollars from this date forward will be retained to re-pay an advance of \$7800. Because of the fiscal status of this agency and non-compliance with minimum service levels, the program is being monitored on a regular basis to ensure continued services to North Greenwood neighborhood participants.

**Girls Inc.:** The agency has submitted a response to the management letter received with the FY 98-99 financial audit as required. Due to the "going concern" note, the board of directors approved the closure of three centers: Rainbow Village, Jamestown, and Play and Learn. In addition the Board authorized borrowing up to an additional \$60,000 to provide working capital. To date the agency has not financed the approved additional working capital since the closure of the centers and the concomitant reduction in staff has marginally improved the agency's cash flow.

JWB developed a corrective action plan following a fiscal site visit conducted on April 11, 2000. Two major requirements remain pending: a repayment plan for the advance requested in October 1999 and a business plan.

**Juvenile Services Program:** The agency's notes payable are in the amount of \$311,945. This includes \$187,857 to the Chair of the Board and \$40,816 to the Executive Director. The interest of 10% accrued on these loans is \$24,156 as of 6/30/00. Staff will continue to monitor this situation and offer technical assistance and support.

**Sanderlin Neighborhood Family Center:** The agency has complied with all items of the Corrective Action Plan. The results of the neighborhood survey were submitted in April 2000. With the technical assistance of the Juvenile Welfare Board and Ronna Rowlette, Neighborhood Family Center consultant, the protocols for data entry for core services have been developed. A new Executive Director has been hired with a starting date of August 28, 2000. The focus of this administration will be program development.

Staff Resource Persons: Trenia Cox, Karen Perkins, Michael Schmidt, and Michael Stafford