



Board of Directors Meeting

October 11, 2012

Minutes – September 13, 2012

Item II.A.

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

I. CALL TO ORDER

Mrs. Minkoff called the meeting to order at 3:02 PM, followed by the Pledge of Allegiance led by Dr. Stewart. Mrs. Minkoff announced this was Dr. Stewart's last meeting and thanked him for his generous service. On behalf of the Board, she also extended JWB's deepest gratitude for his partnership, and that it has been enlightening and a wonderful partnership that has flourished under his leadership, especially regarding the Lew Williams Project, his commitment to quality education and care for the children of Pinellas County.

Mrs. Lancaster added her personal thanks, and said Dr. Stewart opened some big doors for the Juvenile Welfare Board's partnership with the School System.

II. CONSENT AGENDA

Mrs. Minkoff asked the Board if they would like to remove any items from the Consent Agenda. No items were removed.

- A. Approve Minutes for July 12, 2012
- B. Accept Financial Report for August 2012
- C. Accept Executive Committee Minutes for July 25, 2012
- D. Accept Executive Director's Annual Performance Review
- E. Approve Teen Pregnancy Prevention Grant Award, Year 3
- F. Ratify Execution of Evaluation Contracts for 21st Century Community Learning Centers

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

III. ACTION

- A. Approve Proposed Revision of Board Policy for Investments

Mrs. Lancaster provided a hard copy of the document provided to them in their Drop box. Based upon the Finance Committee discussion, staff has amended the Policies and offers them for the Board's approval.

Mrs. Minkoff asked if there were any questions.

Mr. Dillinger asked if the “minimum of three institutions” was in there. Mrs. Lancaster confirmed referring to a summary matrix attachment that outlines, under items 10 and 11, the discussion by the Finance Committee. It revolved around the percentages within each of those categories and, under item 11, speaks to diversification to a minimum of three financial institutions.

Mr. Aungst noticed, under risk and diversification, we are changing from “annually evaluate the diversification strategy” to “periodically”. He asked if there had been discussion as to what periodically means, versus annually.

Mrs. Lancaster stated the reason is because, in this volatile financial arena, if things take a sudden turn it might be wise to consider a change in policy. The goal is clarity; we would like to be able to call upon the Board to change policies or strategies on a quick turnaround basis.

Mr. Aungst’s concern was that it does not set a minimum time for review and that it is not “at least annually”. Mrs. Lancaster said we can insert that.

Mr. Aungst suggested “at least annually or periodically as needed”. Mrs. Flynn suggested “periodically, at a minimum annually”. Mr. Aungst agreed.

Mrs. Minkoff asked for other questions or comments.

ACTION: Mrs. Edmonds moved to approve the revisions, along with the added revision, to the Board Policies for Investments of JWB Funds; seconded by Mr. Dillinger. No further discussion; motion carried.

B. Approve Funding Request for Homeless Leadership Board

Mrs. Minkoff said, as the JWB representative on the Homeless Leadership Board (HLB), she had recently attended a productive workshop of the HLB, with providers as well as the Board. It was very interesting and revelatory in that it set out a new direction that the Board can take in our community. She wanted to have a discussion on the HLB because it is a vital Board in our community and felt that it was important that the Chair of that Board be invited to come and answer any questions about their structure, vision, mission and their direction. Staff is recommending that we approve the \$20,000 requested allocation for the HLB.

Mrs. Minkoff then welcomed Commissioner Welch, Chairman of the HLB, who said he supports the recommendation; the HLB is a new group, as a result of a merger of the Pinellas County Homeless Coalition and Homeless Leadership Network. We also want to be able to react to issues in our community in a quicker way and have precise outcome measurements. The first Strategic Planning Session was last week and the top two priorities were family homelessness and unaccompanied youth. One of the great things we were able to do with the Homeless Leadership Network was to have one ten-year plan to end homelessness, which is a federal term. We know that we are not going to end homelessness, but we will try to help one person, one family at a time. We are trying to

address these issues in an effective way, and this funding is about infrastructure. The Commissioner welcomed any questions.

Mr. Dillinger stated that he is also on the HLB and asked if it was a conflict to vote on this item.

Mrs. Flynn said she did not believe it was a conflict since he is not personally gaining from serving on that Board; he is sitting in his elected role as the Public Defender.

Mrs. Minkoff thanked Commissioner Welch and asked if there were any questions.

ACTION: Mr. Dillinger moved to approve the Funding Request for the Homeless Leadership Board; seconded by Mr. Aungst. Mrs. Minkoff said, before the vote, she wanted to call the Board's attention to the last page in the Agenda item referring to JWB funded participants who are homeless or in shelters and the dollars that we invest in assisting and helping them. Family Homelessness is a growing problem, but JWB is one of the leaders in assisting and funding in that particular area. No further discussion; motion carried.

- C. Approve Carry Forward in Coordinated Child Care FY 12/13 Allocation to Purchase Additional Enrichment Overlay Activities

Mrs. Lancaster introduced Rod Cyr, Senior Contract Manager. As stated in the Board memo, Early Child Care has been successful in securing 21st Century Community Learning funding from the Florida Department of Education. They use that funding to offset costs at eight of our Out of School Time (OST) sites which were formally funded 100% by JWB. CCC estimates they will save approximately \$300,000 in this year's allocation and they have requested that the Board allow them to carry forward this funding into the next fiscal year in order to purchase additional enrichment overlay activities for the children. Representatives from CCC were available to answer any questions.

Mrs. Minkoff asked if there were any questions.

ACTION: Mr. Dillinger moved to increase CCC's Allocation by \$300,000 seconded by Mrs. Rouson. No further discussion; motion carried.

- D. Approve Contract for Purchase of 68,000 – 78,000 Shelf-Stable Packaged Meals for Chronically Hungry Children

Mr. Dillinger said that he and the Public Defender's office got involved with a group called Pac-A-Sac, and they were asked to adopt High Point Elementary on the basis of chronically hungry children. After research was done, it is believed there are 7,000 or more chronically hungry children in Pinellas County alone. When he learned of this, he met with Lieutenant Macken of Child Protective Services and Ms. Sahulka to confirm that is a community issue. He showed the Lieutenant the available pre-packaged products. Child Protective Investigators (CPIs) are routinely going into homes with no food for children and are routinely removing children who are hungry. He further discussed this with the Sheriff and Directions staff and they, too, indicated they are

constantly seeing hungry children. Because there is money in the Family Services Pool, JWB staff issued a request for bids for pre-packaged food. Bids came from all over the country; however, the local provider prevailed, based on their available storage and quality of the product.

National statistics show charities provide 33% of the food, but in Florida, they provide about 39%. Mr. Dillinger passed around the food packets which will initially be for the CPIs and next suggests we see how it can spread into the neighborhood family centers.

Mrs. Minkoff asked for questions.

Mr. Neri asked if it was a pack every day. Mr. Dillinger responded that Child Protective staff will only give them a pack when they interact.

Mrs. Minkoff thanked Mr. Dillinger for bringing this forward.

ACTION: Mr. Aungst moved to approve the Vendor Contract to Purchase Approximately 68,000 – 78,000 Shelf-Stable Packaged Meals for Chronically Hungry Children at a Cost of Up to \$200,000; seconded by Dr. Sewell. No further discussion; motion carried.

IV. PRESENTATIONS

A. Family Services Initiative

Mrs. Lancaster offered some context on this item: We are in an opportune place, with respect to the service delivery and the capacity to purchase the right service at the right time for the family at the point of greatest need. This initiative gives us the opportunity to 1) reduce costs 2) reserve the most costly resources for the families at greatest need, to provide for them long-term if that is required. We have worked hard to get to this point, with wonderful cooperation from the agencies with whom we work. It has been a partnership effort led by Dr. Biddleman. Our work has evolved, and now we are focusing on the family at the earliest point of need.

Dr. Biddleman: One year ago, a work group was formed that meets every Friday morning and works on this project. The first case was addressed on February 27, 2012 when 211 began their triage, handling cases in a very different way. A person could pick up the phone, say they needed help and we could provide it in a very short period of time.

Dr. Biddleman gave her PowerPoint Presentation, introduced the Friday morning group and acknowledged the Community Providers who were in attendance.

Mr. McCabe asked what is encompassed in the definition of services.

Mrs. Lancaster: We originally had a system that was designed for family counseling, but a family rarely comes with simple issues and one program doesn't necessarily work for every family. Staff has the opportunity to figure out what they need and often we can provide a linkage and we don't always have to pay for it.

Mr. McCabe inquired as to how many PCards are out there and how are they audited; the higher the number the higher the risk.

Ms. Sahulka said each Navigator (49) has a card with their name on it, and we are limiting the number of PCards and what the client can purchase. If a client doesn't bring back a receipt, they are locked out of the system. The risk is going to be very low per client and it is only for seven days. These are real-time purchases.

Mr. Dillinger asked what the difference was between gift cards and PCards.

Ms. Sahulka said there are no gift cards (which are very hard to control) and you have to pay sales tax for them.

Mr. McCabe said he thought they were given to staff to make purchases.

Ms. Sahulka said there are two systems: A client can call 211 and can be issued a card to make specific limited purchases.

Mr. McCabe asked if there was a maximum that can be put on that card. Are there staff members with purchasing cards, and what restrictions we have on the usage of those?

Response: It is preapproved, based upon the weekly review system that was put in place. The majority of the purchases are under \$300. Every receipt is reviewed and every type of purchase is discussed and approved in advance.

Dr. Biddleman added that expenditures are part of the supervisory review. They are also trying to get vendors throughout the county, to include hotels and gas stations, so PCards won't be required.

Mr. Dillinger: How do we know people are indigent, and not some wealthy person that wants to get something for free; what is the average expenditure out of the 211 Pool?

Ms. Thompson responded: The majority of them are under the \$300 level. At 211, clients are entered into Ihsis and tracked on a chart. They are means-tested.

Dr. Biddleman: We are only six months into this; Utilization Review will start in October to look at trends and reports. It is working well in the community for people and providers.

Mr. Aungst asked how JWB is budgeting. Since it was so early, he understood it was difficult to budget but inquired as to whether we were under or over budget. How do you insure that in a year you won't run out of money?

Dr. Biddleman: We have spent about \$815,000 for six months and will end up spending about \$2M for a full year on this particular part of it. We will do a monthly budget and work it out. Our intent is to make sure we use it well; we know it is much more cost effective to help a child at the front then it is at the end.

Mr. Aungst observed we just approved \$200,000 out of the Pool for Pac-A-Sac. In the future, will JWB budget for large expenditures?

Mrs. Lancaster: It is our intention to utilize this funding to respond to emerging trends. One good example was at the beginning of summer, we were receiving many calls from parents whose children were losing their childcare and they had no capacity to provide for them over the summer. We quickly assembled a summer learning program, serving three and four year olds and did amazing things. The teachers were so excited because they saw children learning how to participate in school. The pool gives us the opportunity to utilize funds in a flexible way to solve problems.

Dr. Biddleman added that JWB is developing a Procedure Manual as we review cases weekly.

Mr. Neri commented that he was so impressed with her work, and to see this come around. It is a “live” program and we would expect some failures, but it is adaptable and we are really on the right track.

Mrs. Minkoff asked about the family homeless triage and Early Learning Coalition, - how are we going to track their outcomes?

Dr. Biddleman said they go through Ihsis and there isn't anything different about them. It is the same process and for the homeless, it is a turnkey data system. We had to set some rules, otherwise, we would have used up an awful lot of money in a short period of time.

Mr. Dillinger: With poor people in Pinellas County, transportation is quite an issue. Is JWB doing bus passes?

Dr. Biddleman said we started off by doing car repair which went awry, so we went to transportation, bus passes, and paying for gas.

Mrs. Lancaster would like the Board members to understand that this has been an extraordinary internal and external effort and continues as a work in progress. We are instituting One-e-App, and we will work to monitor and manage expenditures. When Mayor Iorio from the Children's Board of Hillsborough County and a number of her executive staff visited JWB they were impressed with the work we are doing. JWB is prepared to be accountable to the Board and the public.

Mrs. Minkoff thanked Dr. Biddleman for her presentation.

B. School Readiness

Mrs. Lancaster informed the Board that JWB has reviewed the Letters of Interest, narrowed down to one provider, United Methodist Ministries (UMM) (included in their packets) and UMM will be providing a written and oral presentation. Mrs. Minkoff and Patsy Bulker, Pinellas County Leadership Board will participate in the process. A recommendation will be brought back to the Board as soon as possible.

Mr. McCabe asked if it was completely secular.

Mrs. Lancaster said yes it is a requirement of all contracts.

Commissioner Seel asked if they already have physical locations.

Mrs. Lancaster said they have committed to provide locations around the county within the zip codes we have expressed.

V. INFORMATION ITEMS

No discussion.

VI. OPEN AGENDA

Art O'Hara commented on RClub involvement in the Summer Learning Program. Over 70% of the children showing either maintaining or gaining; it was definitely an effective way to work with the children in the summer.

Mr. John Laney spoke about his concern on where the money is going to families and grandparents that are in the system.

Mrs. Lancaster responded that JWB is heavily involved in funding the Kinship Program, which offers wraparound services and support to grandparents who are caring for children who are not in the child welfare system, and JWB would provide contact information.

VII. ADJOURN

Dr. Sewell moved for adjournment at 4:37 PM; seconded by Mrs. Rouson; no discussion; motion carried.

Minutes Submitted by:

Dr. James Sewell
Board Secretary
10/11/12