

Board of Directors Meeting Minutes

December 03, 2020 12:30 pm
Via ZOOM

Chairman: Mike Jordan

Location: Kids Central- ZOOM

Present: John Cooper, John Aitken, Paula Mealy (minutes), Mike Jordan, Gordon Johnson, Lance Kinney, Bobby James, Lisa Alexander, Kelly King, Rebecca Schatt, Cyrus Robinson, Shalonda McHenry Sims, Matt Bartoli, Brad Rogers

Board Members not Present: Sandi Moore, Kevin Sheilley, Janice Johnson, Mark Wickham

Guests: Barbara Williams (DCF), Purvis Gray Auditors (Tim Westgate and Alison Stone), Adam Maul (DCF)

Quorum: Yes

SPECIAL NOTE: Due to COVID-19, this meeting was conducted via ZOOM.

Call to order December 03, 2020 at 12:34 pm

I. Chairman's Remarks -

- a) Approval of Board Minutes from September –Lance moved to approve. Kelly seconded the motion. All were in favor and unanimously approved
- b) Purvis Gray – Briefly reviewed draft audit and provided a clean opinion/no findings – Appreciation was noted for all that we were able to complete, on time even in the midst of COVID.
- c) Current Slate of Officers – Slate was reviewed, and it was noted that Sandi Moore is sending a resignation letter to terminate her board membership.
- d) Annual Forms outstanding – Brad will send Paula his paperwork and all will be complete.
- e) Board Candidate Diana Brown – This candidate is highly recommended by former member Gail Burry. She is from Clermont /Lake County and intended to meet with John and Becky for lunch yesterday but had to cancel due to illness. She will meet with John and Becky in the next few weeks. She was a teacher in the past, has experience in Public Relations and Personnel Management, focusing on educational research, and has a passion for children's issues. Mike asked for preliminary Board approval given no issues come up on John and Becky's meeting that is upcoming. Becky moved to approve Diana's membership . Gordon seconded the motion. All were in favor and unanimously approved. Becky requested that each board member contact 3 people they would recommend to join the Board, have a brief discussion with each person, and determine if there is interest. If so, contact Becky for introductions and further consideration. We do have multiple existing members who could be leaving in June. Per Bylaws, we are required to have between 10 and 19 members. Lisa asked what KCI Administration is looking for in board members. Per John Cooper, we do not have enough geographic diversity (need Citrus and Hernando representation).
- f) CEO Evaluation Tool – Per Gordon, he became involved because he feels our current tool is very vague. Gordon reviewed other ideas and gathered input from a few other Florida agencies. He suggested starting with 4 or 5 goals for the year to measure against, possibly including a stretch goal. The next section would list the actual functions the CEO is responsible for with a definition of each function. He also suggested looking at the scoring method as the current method is too open-ended and vague. He hopes to have a small group to work on the detail. Lisa added that the goals list should be derived through a collaborative effort with KCI management team and not just developed by the Board. The goals should tie into KCI's strategic plans. Bobby added that the CEO performance should be measured against how he compares to other CEOs who do similar work. Lance, Mike,

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Brad, and Lisa all voiced interest in participating in a group in January to complete a draft that will be presented at the March meeting. The intent is to have final sign-off at the May Meeting, so that the new method can be utilized in the following fiscal year.

- g) Ocala Article "Foster System needs overhaul" - Article was discussed - it was supposedly written by a former foster child. To balance the discussion, John also emailed an article from Florida Political this am to the Board. That article praises Florida for the improvements that have been made since privatization. John used his data collected a few months ago comparing Florida performance with the top 10 states. Based on that information, Florida is a top performer in the country (4th of top 10). Only 2% of our kids are in care more than 5 years (and most of those are medically complex or have Major behavior issues) We have ***Improved in every category over the last 15-20 years and have finalized 3 times the number of adoptions as compared to the numbers before privatization.***

II. President's Report

- a) October Measures – Overall review shows that KCI has no red measures. We have 3 in the yellow category and all the rest are green. (Again, the yellows can be associated with impacts due to COVID as they are Dental Services, Children seen every 30 days, and Children exiting foster care to a Permanent Home within 12 months) KCI is consistently #1 in DCF performance measures.
- b) COVID Update – We have 20 children quarantined and 5 confirmed cases at this time. 3 foster homes are quarantined, 7 staff quarantined, and 1 group home has tested positive. At any point in time 7-10 staff are testing positive or are quarantined. This week a young man released from the hospital could not go to his relative caretaker (Grand Parents) because they were medically compromised. Staff are still doing required visits. We still have a large inventory of PPE for required visits. We are not going into homes – All meetings take place outside. There has been no disruption to our system of care but issues due occur daily.
- c) DCF Contract ITN – Invitation to Negotiate – 11/23/20 DCF released the ITN to KCI for review. Pre-Bidders conference was today during our board meeting. Dave was on the call to ensure we had eyes and ears in the session. 12/18/20 questions are due from KCI to DCF. DCF response to our questions is due on 1/13/21 . Our reply is due 02/05/21. Negotiations will take place from 03/19/21 through June. We are starting to work on the process now. It will be a 5-year contract with a 5-year renewal possible.
- d) Litigation Update - Regarding Baby Sexual Assault. We have a 9-page report prepared by Shalonda's team that portrays details of what happened along with a timeline. The details are not as presented in the media.
- e) Legislation - Some new Committee Chairs are in place in the House and the Senate. John is looking for volunteers to meet with Senator Simpson. He appears to be working on some new legislation around foster and adoption that may have some unintended consequences. Chapter 39 already limits our flexibility in child placements and the new legislation could further limit us. An example would be where if a relative is found 6 months into a placement, they may have no standing against a foster parent. Lance voiced an interest in being involved.
- f) Marion County Transition – Transition was an incredible amount of work in a very short time. Multiple meetings with transitioning staff took place, all safe and socially distanced. HR and Accounting/Finance teams are to be commended for their work efforts and managing to get it all done as needed. Robin Lanier/Program Director for The Centers did not transition with the team. She was offered a position within the new company. We are

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now looking for a new Program Director and have several candidates. Interviews take place on Monday.

III. Operations

- a) Out of Home Care –It has been a challenging year in foster care and in recruiting foster homes. We are pleased to be at 50 new foster homes which is impressive due to the COVID circumstances. We had multiple issues with some recruit families where the doctors would not clear them to foster due to them being medically compromised. The physicians felt the risk was too high. We are a bit behind schedule with adoptions, but we are catching up, with several in the queue now.
- b) Diversion/Prevention – Shalonda discussed reports in the packet in general. The Neighborhood Centers are still working virtually due to COVID. There does seem to be an unexpected benefit as we have been able to reach out to more families due to the virtual contact method.

IV. Financial Report

- a) September Financials – John Aitken reviewed financials and there were no questions
 - a. Statement of financial position – Cash Balance is lower and Accounts Receivable is higher as compared to previous year. There is no concern as we were a little late getting some deliverables to DCF. We are already back on schedule. Liabilities are higher due to the PPP loan (\$1.7M) which is still recognized as a liability because there is a delay in forgiveness paperwork nationally. We anticipate no problems.
 - b. Income Statement - PPP loan will be recognized as revenue when the loan is forgiven.
 - c. Functional Expense Statement – 4% of total expenses is management-related
- b) Finance Report – (October)
 - a. In the Finance Committee meeting , John reviewed August financials, discussed budget strategy, and the fact that the BSC still needs board approval. Approval will be in January. Finance Committee moved to approve the report. Gordon seconded the motion. All were in favor and unanimously approved.

V. Committee Reports

- a) Audit Committee (October)– Audit Meeting report was presented. Brad moved to approve. Gordon seconded the motion. All were in favor and unanimously approved.
- b) Quality Committee (October) – The first meeting resulted in the committee being impressed by KCI skill set and expertise, and information available from KCI staff. They were also overwhelmed with information and need to decide how they can best help, especially with the new Marion Case Management organization that recently joined KCI. The committee is pleased that Shalonda agreed to join and provide her expertise. The Committee will meet monthly for 6 months to kick off their work. Lisa moved to accept the report as presented. Gordon seconded. All were in favor and unanimously approved.
- c) Executive Committee Report (October) - included in packet with no comments.
- d) Community Development and Media Clips – Gordon reported that Jessica and Shawanna did an outstanding job on HALO and the event was very well received given we had to do the whole thing virtually. Matt commented about the foster community receiving it well. Virtual 5 K was also a success and raised \$1500.

VI. Unfinished Business / New Business – None

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VII. Public Forum - Nothing to discuss

Next Meeting – January 28, 2021, 12:30 p.m. – 2:00 p.m. Location TBD and will be via ZOOM or
Wildwood Springs Room, 901 Industrial Drive, Suite 200, Wildwood, Florida 34785

Meeting adjourned at 1:58 pm