

Board of Directors Meeting Minutes

May 25, 2023, 10:00 am

Meeting Date: May 25, 2023

Chairman: Mike Jordan

Location: KCI Board Room

Present: John Cooper, John Aitken, Paula Mealy (minutes), Mike Jordan, Gordon Johnson, Shalonda McHenry Sims, Brad Rogers, Rebecca Schatt, Lance Kinney, Mark Imes, Kevin McDonald, Anthony Piarulli, Matt Bartoli, Stephen Spivey

Board Members not Present: Mark Wickham, Diana Brown

Guests: Veraunda Jackson (KCI Chief Legal Officer), Jessica Gilbert (Director, Community Affairs), Billy Kent (Director of Planning and Special Projects)

Quorum: Yes

Call to order May 26, 2022, at 10: 05 am

❖ Annual Planning Retreat

- Year-In-Review – John Cooper highlighted all charts depicting the year’s accomplishments and challenges. Looking at the multi-year trend chart on page 3, the number of children removed monthly has gone down, but children receiving Out of Home Services is not good as it is trending upward. In Chart 4, Children in Family and Facility based Licensed Care, the increase in Family based Care (blue Line) is deceiving because the number includes the Level 1 licensed homes as of July 2019. On Chart 5, we see a downward trend in children placed in Relative/Non-Relative homes. This is partially due to the challenge in finding qualified relatives for these placements. It was also noted that chart 7 (Total Children Served) includes those in Family Support In-home services as well as those in Out of Home Care. Chart 8 (Adoptions Finalized) shows the decline in adoptions and indicates we will not meet our target for the second year in a row. There were huge staffing issues within KCI as well as within the judiciary that prevented many TPRs from occurring. There are only 9 adoptions that were finalized this year in Lake County and all of those were due to KCI stepping in and providing Case Management assistance. Chart 9 (Foster Home Recruitment) is trending back upwards after COVID challenges in 2021 and 2022. Positions were added in Licensing, and we are almost up to full staff. This is the first year in a while where we had a net gain in the number of beds (80 beds).

Regarding our Contract Performance Measures on page 10, John highlighted Measure 3 (Permanency in 12 months). This has been a huge problem for us and has been discussed at every board meeting this year. It was impossible to achieve this goal with the KCI and CLS staff shortages we experienced. The number is finally starting an upward trend, but there is a long way to go. Even at the state level, the average is only at 27%.

Billy discussed KCI Connect chart on page 11. He explained this tool as a one-stop-shop - One place to go to for needed services. Usage has grown since inception.

Jessica Highlighted the Community Affairs department for the year. There was a marked increase in our social media followers and reach. As for events, The Meet the Medalists event was a huge success and there is a great deal of interest in doing something like that again. Casino Night came back in a big way with many people commenting it was the best of all casino events that have returned since the end of COVID. Jessica noted that with her 2 hires (Communications manager and Development manager), she only has one more spot to fill – Faith-Based Liaison. Resumes for that position are now under review. The KCI newsletter is returning shortly, and the annual report has been finalized and is ready to be sent for printing. Currently planning the following events: CARE awards – October 13th at Circle Square, Casino

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in February 2024 – Boot Scoot Boogie theme, and HALO in May or June of 2024 at Brownwood, Boogie Nights Theme.

Healthy Start and MIECHV program services were briefly discussed. Over 3000 clients were served across the 5 programs. Over 35,000 services provided to Healthy Start participants. Over 3000 home visits were completed for 225 MIECHV participants. Over 160 car seat safety checks were completed. Professional certifications achieved include: 1 Lamaze Instructor, 2 Lactation Counselors, and 9 Child passenger Safety Technicians. MIECHV maybe receiving less funds in the upcoming year. This year, there was a \$20K deficit. We are hoping for an increase in funding.

Shalonda reported on Family Preservation – Referrals included 231 Dependency cases and 212 Family Support cases (in the second half of the fiscal year, the family support cases increased 28%). Some declines included 291 children per month served, down 16% from last year, and 595 children and families completed services successfully, down by 19%. Not shown were 2 new evidenced based programs, Parents as Teachers, and Functional Family Therapy.

Kinship had over 351 children and their families participate thus far this fiscal year. From July 22 through April 23, Kinship has assisted in keeping 98% of the children served with their relative families and therefore did not enter the foster care system. Kinship is currently being evaluated by FSU to become a Title IV-E Prevention Services Clearinghouse approved evidence-based intervention. If so, we would have the first Kinship Well-Supported program on the Clearinghouse.

Our Resource Centers assisted 448 Families and 890 children. The value of items donated is \$77,357.56. The value of items that went to families is \$55,392.83. We are working on a process to serve even more families.

Neighborhood Family Centers served 1368 adults, 1965 children and provided 11 individuals with employment assistance. We assisted 258 individuals with Access Florida and held 14 trainings/workshops. We received \$9,916.65 in February 2023 from Lake Deaton United Methodist Church that was used to assist families with rent, utilities, emergency groceries, Boys and Girls Club membership fees, and swimming lessons. These Centers are strategically placed in high-needs areas, like Leesburg and Marion County.

The Education Department added 1 staff member to the original staff of 1. We provided 415 Liaison services to youth, conducted 420 ESSA Staffings, 111 IEP meetings, and provided 304 Resource and Direction services.

Level 1 foster home licensing helps us to draw down Federal IV-E funds. 74 homes have been licensed with a total of 160 children in the homes. 32 ICPC/OTI homes were licensed with 51 children included. 41 homes were re-licensed, including 77 children. We are projecting that by the end of fiscal year 340 children will be in a level 1 licensed home (35%).

In the Training Department, 118 individuals completed preservice training, 77 in service trainings were provided, 35 child welfare certifications were awarded, and 4,065 online trainings were completed through MyLearningPointe.

Within Foster Care Recruitment, we continue to collaborate with Gold & Associates updating our recruitment materials and strategic marketing plan. Radio ads and short staff recruitment videos continue development and will air on Google, Facebook, and other social media. Digital Billboards were launched

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across all 5 counties, our recruiter participated in 9 events across all 5 counties and as for foster training, 241 families completed an application, 65 were licensed, and 30 are in the pipeline.

Billy reported on the new AART (Automated Accountability Review and Response Tool) which facilitates real-time case review for quality. COA Reaccreditation was achieved (verbally notified) with No Findings. Kudos to Retta and her team. Final sign-off will arrive in a few weeks. This was an incredibly time-consuming task with all departments doing their part to provide input to the COA Review Team. Quality clinics were developed and implemented throughout the Circuit, and we are now preparing for the October 2023 Federal Child and Family Services Review (CFSR).

IT/Cyber Security – We continue to partner with Vertek Consulting to ensure we meet the demands for a secure computing environment. Multifactor Authentication was implemented and initiated a 24x7 monitoring system for threat detection. We are also in the process of ERM (Electronic Records Management) Implementation where 2 million documents will be scanned. Finally, 340 laptops were replaced. Some of the old equipment dated back to 2014.

The Legal Department added a paralegal position. Throughout the year they attended 357 meetings, 76 conference calls, and 6 community events, 23 court hearing appearances, 50 observations, conducted 25 legal chats (including 2 with the judiciary), sent 32 written legal chats, and conducted 15 trainings. Additionally, they attended 74 staffings, 18 contract reviews, completed 27 records requests (7619 pages reviewed and redacted), prepared witnesses for testimony, and drafted/served 2 Cease and Desist Letters.

- SWOT Analysis – KCI brought in some of our partners to provide input to this analysis. Billy shared slides of strengths, weaknesses, and opportunities that resulted from that session. There was a large turnout of stake holders for the analysis portion of this process. Some strengths noted - We have one of the most robust quality teams in the state, our ability to place siblings together remains high, we have had a very stable leadership group for several years, and our HALO event is a plus – one of the only agencies that recognizes our foster parents. This year a new award called the FP Hall of Fame. Weakness noted – Case Management vacancies, and experience levels of case management workforce. Also 82% of the CPIs have been on the job less than 2 years. Also, a concern is the number of children placed out of circuit. We have no HT homes in the state of Florida, and the home we do use are very expensive. Opportunities include the continuation of TBRI (Trust Based Relational Interventions) training, YFA is now willing to take more of the challenging children, whereas before they were very selective, case management is showing improvement in performance now that they are utilizing the new AARRT tool, and the new CMA (Lutheran Services) is displaying promise that they can improve performance in Lake and Sumter counties. Some Threats noted include Placement access to APD homes, Lack of information related to FFPSA claiming and reimbursement, QRTP Child referrals and assessment processes, and SGTH waitlists and funded providers are at capacity. Additionally, getting TPR and adoption hearings scheduled is tough, backlog of court orders is large, residential and out of home care rates are high and continue to increase, and an increase in child welfare litigation across the state.
- FY 23/24 Priorities – John Cooper discussed the draft that will then drive objectives, tasks, and measures. Key priorities include improving our Permanency in 12 months measure, increasing our number of Level 1 licensed homes, the Lake/Sumter transition to Lutheran Services, and our Workforce in general.
- CEO Evaluation – KCI staff took a break and left the room while Board members had a discussion to review the summary input given by board members. This will result in a final performance review that Chairman Dr. Jordan will present to John Cooper in the next few weeks.

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❖ May 2022 Board Meeting

➤ Chairman's Remarks

- Approval of Board Minutes from March 2023 - Brad moved to approve the minutes, Anthony seconded the motion. All were in favor and unanimously approved.
- April Executive Committee Minutes were viewed and discussed.
- Nominating Committee Recommendations for Officers – current year slate of offices and proposed officers for the new year were reviewed.
- Election of Officers - Therefore, the nomination committee so moved to elect Lance as Chair, Mark as Vice-Chair, and Kevin McDonald as Secretary/Treasurer. Steve moved to approve the new board slate as proposed, and Anthony second the motion, all were in favor and unanimously approved.
- Bylaw Change – the proposed change in KCI bylaws to increase the maximum terms for board members from **5 to 6 additional terms** had been distributed for review 2 weeks prior to this meeting. The change to Section 5.8 if accepted reads:

The term for each Director shall be 3 years, with Directors' respective terms to be staggered based upon the date each Director is elected. **Any Director may be reappointed for 6 additional terms.**

Steve moved to approve the bylaw changes; Mark seconded the motion. All were in favor and unanimously approved.

- Possible new Board Member – John Cooper and Mike Jordan will schedule a lunch candidate Carly Sayles and then a recommendation regarding whether to pursue this candidate will follow.
- Member Annual Forms Update – Paula distributed the forms and requested return of the completed forms by end of the day.
- Summary Process of CEO Evaluation - Dr. Jordan reviewed the current process and that a meeting to deliver John Cooper's completed review will be scheduled for June, upon John's return from vacation.

➤ President's Report

- Legislative Update/Funding and Priorities. John reported that KCI did not receive any additional funding.
- Policy – John discussed the bills that recently passed the legislature.
Adoption (SB 1322) – This is effective 07/01/23 and it tightens up rules around private adoptions.

Step into Success Workforce Education (SB 1190) – This is effective 07/01/23 – Requires DCF to create this pilot program, allows former foster youth to participate in onsite workforce and training internship, and provides the conditions for participating in the program. It also allows participants to earn college credits.

Trauma Screening for Children Removed from Caregivers (SB 1064) – Effective 07/01/23 - Requires DCF or CBC to conduct a trauma screening following removal, within a certain

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timeframe.

Contracts Entered into by DCF (SB 0664) – Effective 07/01/23 - Revises requirements for contracts between DCF and Lead Agencies.

Task Force on the Monitoring of Children in Out of Home Care (SB 0204) – Effective 07/01/23 – Creates a task force adjunct to the Department of Law Enforcement Provides requirements for the task force dealing with reporting on missing or runaway children, parents absconding/kidnapping children. Task force will have members of the Foster Parent, Aged-Out Children, and GAL communities included.

Sheriffs Providing Child Protective Investigative Services (HB 7061) – Effective January 2024 – Removes provisions of law relating to sheriffs of certain counties provide child protective investigative services and returns those services to DCF. There is great concern over DCF being prepared to handle all these services.

Children and Young Adults in Out-of-Home Care (SB 0272) – Effective 07/01/23 - AKA The “Nancy C. Detert Champion for Children Act” – requires Case Manager or other staff to provide a child with verbal and written information about certain topics; deleting limitations on the type of questions a child may ask, establishing the Office of the Children’s Ombudsman within DCF, and requires DCF to consult with specified children and young adults when creating or revising certain print or digital written information, etc.

➤ Finance Items

- Approval of 990 – This document provides overview of how KCI operates. Though we previously stated we expected to have \$5 million deficit, implementation of certain cost-saving measures has our projections now changing to the probability of a small surplus. A motion to approve the 990 was made by Mark Imes, and Steve Spivey seconded the motion. All were in favor and unanimously approved.
- April Finance Committee Report was reviewed by John Aitken and Mark Imes. Insurance renewal will reflect sizeable premium increases (25 – 30%) due to property and liability increase costs for us but also noted that some companies are seeing as much as 70-100% increase. We expect to find less coverage for more cost overall.

Out of Home Care is still the biggest concern regarding being over budget, due to very large increases in specialty group home rates, and a significant number of children with difficult behaviors requiring specialty home placement.

Our COA renewal process has completed. The results were excellent with no findings/no comments. The tremendous amount of work that KCI put into this process paid off. Official final report will be sent to us in a few weeks.

Mark/the Finance committee motioned for approval of the Finance Report, and it was seconded by Lance. All were in favor and unanimously approved.

- March Financials – briefly reviewed by John Aitken – Management and general expenses are holding under 4% which was 3.87% of total expenses.

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- FY 22/23 Budget Continuation was needed as DCF has not provided final funding information. Mark motioned to accept the budget continuation proposed for the next 2 months. Gordon seconded the motion. All were in favor and unanimously approved.

- There were no further business items discussed and the meeting was adjourned at 1:55 pm.

Next Meeting – July 27th, 2023 - 12:30 p.m. until 2p.m.

KCI Board Room, 901 Industrial Drive, Suite 200, Wildwood, Florida 34785