

# Board of Directors Meeting Minutes

March 28, 2024, 12:30 pm

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**Meeting Date:** March 28, 2024

**Chairman:** Lance Kinney

**Location:** Kids Central Board Room

**Present:** John Cooper, John Aitken, Paula Mealy (minutes), Diana Brown (by Phone), Mark Imes, Kevin McDonald, Elizabeth Thompson, Matt Bartoli, Gordon Johnson, Stephen Spivey, Mark Wickham (by phone), James Nations, Shalonda McHenry-Sims (COO), Brad Rodgers

**Not Present:** Rebecca Schatt, Carly Sayles, Lance Kinney, Anthony Piarulli

**Guests:** Veraunda Jackson – (KCI Chief Legal Officer), Melinda Bozeman (DCF – via phone), Jessica Gilbert (Director, Community Development)

**Quorum:** yes

**Call to order** March 28, 2024, at 12:30 pm

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## I. Chairman's Remarks

- a) Introductory Remarks -
- b) Purvis Gray Annual Report – Tim Westgate and Allison Stone reported there was little to discuss. All Board members received digital copies of the full report. The Audit does meet all audit requirements. Page 27 explains the audit results. KCI Finance Department holds the responsibility for financial management. Purvis Gray supplies an opinion on the results. They were happy to report a clean opinion, with no weaknesses or deficiencies. There was also Single Audit conducted due to grants received. Again, they found compliance with all requirements, with no weaknesses or deficiencies. Though IT risk is outside their realm, they did suggest we pay strong attention to that area due to risk increasing everywhere. Steve moved to approve the audit report results. Kevin seconded the motion. All were in favor and unanimously approved.
- c) Approval of January Minutes – Kevin moved to approve. Liz seconded the motion. All were in favor and unanimously approved.
- d) Approval of Special February meeting Minutes - Kevin moved to approve. Liz seconded the motion. All were in favor and unanimously approved.
- e) CEO Review – Schedule presented for this year's process. All agreed to the timeline. All changes suggested for this year were accepted except the new special question at the end of the self-evaluation. After discussion it was decided to keep the question the same as last year as it still applies. Paula to make final updates and send self-review to John Monday morning.
- f) Board Education – Sunshine Law Refresher – Veraunda briefly presented areas of the law she wanted to emphasize. She had scanned through the Sunshine Law documents the Board members receive and sign annually. She emphasized all meetings must be open to the public and described the definition of "Meetings" being any time two or more members engage in a discussion about board business. She walked through the penalties involved for violations of the law, and explained that written correspondence (email, text, etc.) cannot be used to take board action, and neither can private phone conversations be used to discuss matters that will come before the board. She also discussed when attorney-client privilege does or does apply in terms of attorney/Board communication. Finally, she explained that board members can attend social events together and not be concerned if board business is not discussed.

## II. President's Report –

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- a) Feb 2024 Performance - John commented on the few areas of greatest concern, Measure 4 (Permanency in 12 months) still effected by court issues as well as staffing shortages. Measure 9 (Percent of Children seen every 30 Days) We are getting very close to achieving. Measure 12 (Percent of Children placed with Relatives/Non-Relatives) continues to challenge everyone across the state. No one is hitting this measure. Measure 13 is doing good as compared to the state level number, but large sibling groups are tough, especially with our limit of 6 kids per household, 8 total with bio kids. Its almost impossible to find a family who can qualify for large groups of siblings.
  - b) John Cooper suggested that for our May Annual meeting, we have Steve Lovely do an IT presentation of IT Securities/protections. He was already thinking of this idea, but the Purvis Gray comment about putting more emphasis on IT security solidified his desire to do this. All board members agreed to add to our May agenda. Jim Nations suggested an independent consultant be brought in to evaluate of our IT security processes.
  - c) Legislative Update – HB 7089/SB 1640 – The House Bill and related Senate Bill both underwent some significant change and differences were still being argued at end of session. John stated we need to ensure as a lead agency, we perform less than 35% of child welfare services. We are very close, and therefore need to monitor it. We will make changes moving forward to ensure we do not exceed that limit. This will increase our costs since contracts administration costs are 8-10% higher. Overall, John felt the changes made to the bill were acceptable and areas of our greatest concern had been eliminated.
  - d) Circuit 9 ITN Final Comments - John commented that we knew when we could not agree to DCF's final few conditions, that we would self- select out of the process. The Board and KCI Management agree it was the right call to make.
  - e) Marion Recruitment Tracking – we are stuck in the 82-85% range for positions filled. We are seeing lower turnover rates, so that is helping, but we are only receiving 3-4 applications coming in per week with only 1 being qualified. However, we are also being more selective regarding candidates, now that the workforce is stabilized. Graduation is coming up and we are hoping that will bring another wave of applicants.
  - f) Lake/Sumter Update –Lutheran lost 12 staff last month. Also, many of the new hires are still in training. A Judge in Lake County is putting a great deal of pressure on the staff. While it's understandable that the judge requires certain standards be met, Lutheran started off way behind. Only 9 case managers transitioned from LifeStream to Lutheran Services, because LifeStream was able to move many of the existing staff to other positions within their company. John reiterated that he is still pleased with the selection of Lutheran Services. The management teams talk every week. They are committed but frustrated. The Clermont office will soon be completed, and we expect a June 1 move-in which will help them greatly.
- III. Operations - Shalonda reported that we now have 39 new foster homes and 140 Adoptions have been finalized. We do have 41 adoptions coming soon in Marion. We also just finished a Fast Track foster licensing class and have another starting, that should help get us to our tier 1 goal.

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## IV. Financial Report

- a. February Finance Report - Kevin discussed the report in concert with the financials below.
- b. January 2024 Financials - Management and General Expense is at 4.15% of total expenses. Our only expense significantly over budget continues to be Out of Home Payments, which is \$682,099 over. John A. noted that the budget was based on significantly reducing Out of Home Payments in the second half of the fiscal year. If the costs stay at current level, the deficit will grow more quickly because there is less budget available during the second half. John C did indicate the number of children in care has decreased slightly and will continue to decrease, but not at the rate projected in the current budget. Steve motioned to accept the January Financials and Brad seconded the motion. All were in favor and unanimously approved.
- c. Budget Update and Narrative – Veraunda noted that Judge Yeomans now has the list of every child awaiting finalization and is now working on docket time to get those heard as soon as possible. Every day a child’s hearing is delayed, adds up to thousands in Out of Home Care expenses. The amended budget has total revenues equaling \$79,180,308, expenses of \$80,304,863 and \$100,000 budgeted for capital asset additions. This results in a \$1,124,556 reduction in net assets and projects a DCF contract deficit of \$777,956. John C announced leadership is taking action to reduce the deficit as much as possible, especially focusing on child permanency efforts. Any deficit carried over will include expense cuts identified in the spending plan required by contract. Liz motioned to accept the amended budget. Gordon seconded the motion. All were in favor and unanimously approved.

## V. Other Committee Reports

- a) Executive Committee February Report– Items of note in the report was briefly discussed and there were no questions other than those already addressed in other discussions.
- b) Strategic Innovations Committee Report – February Draft – Diana briefly discussed the draft report. She was pleased to report that she is still receiving recognition requests. All of the Work Groups are actively meeting. She reiterated that the Mentoring and Prayer Breakfast work groups are now combined. They are moving along well.
- c) Community Development – Pictures were shared from Casino Boot Scootin’ Boogie event on February 23<sup>rd</sup>. It was a great evening and current thoughts are we want to repeat it at this location next year due to its success. Pictures were also shared from KCI’s Annual Employee Picnic/Meeting held February 16<sup>th</sup>.

### Upcoming events:

HALO Awards: 70’s theme – June 1<sup>st</sup>, 2024, at the Brownwood Hotel and Spa – please attend! Community Development will follow up to ask for help with sponsorships. We would like every Foster Parent to have a gift card and gift items they can use. It will be a Disco 70s theme.

CARE Awards: October 11<sup>th</sup>, 2024 at Circle Square, Ocala

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Fundraising: as of March 2024: \$119K achieved, which is over the mid-tier of the goal. We hope to meet the \$150K top tier by end of the fiscal year.

KCI is creating a promotional video and John would like as many board members as possible to participate in the interviews.

VI. Unfinished Business / New Business – None

The meeting was adjourned at 1:57 p.m.

Next Meeting – May 23rd, 2024 – 10:00 a.m. until 2:00p.m. Annual Planning Meeting  
Wildwood Board Room, 901 Industrial Drive, Suite 200, Wildwood, Florida 34785