

**Kids Hope Alliance**  
**The Jacksonville Partnership for Children, Youth and Families**  
**1095 A. Philip Randolph Blvd.**  
**Jacksonville, FL 32206**

**Board Meeting Minutes**

Meeting Information	Board Member Attendance			
<b>Date: November 20, 2019</b> <b>Location: 1095 A. Philip Randolph Blvd.</b> <b>1<sup>st</sup> floor, Multipurpose Room</b>	N	Kevin Gay- Chair	Y	Tyra Tutor
	Y	Dr. Barbara Darby	Y	Dr. Marvin Wells
	Y	Rebekah Davis	N	Donna Orender
	Y	Rose Conry		

**Advisory:** Rob Mason, Office of the Public Defender; Jackie Simmons, Duval County Public Schools; Laura Lothman, Office of the State Attorney, Andre Ayoub, Jax Sheriff's

**City Staff:** Julia Davis, Dawn Lockhart, and Johnny Gaffney

**KHA Staff:** Donnie Horner, Delores Williams, Cynthia Nixon, Saralyn Grass, Cory Armstrong, Lenora Wilson, Dae Lynn Helm, Ruth Waters, Rodger Belcher, Lissette Maldonado, Katoia Wilkins, LaRaya Strong, Jerelyn Allen, Mary Nash, Travis Williams, Sylvester Pinckney, Deborah Sibley, Terri Anderson, Delores Forster-Young, Sharon Carpenter, Sherrill Smith Hensley, John Everett, Danielle Deverson, Chandra Lee, Chandra Brown, Mari Ganues, Aszloyn Wakefield, and Dae Lynn Helm

**Guest:**

Agenda Items	Action/Outcome
<b>CALL TO ORDER</b>	Dr. Barbara Darby called the meeting to order at 10:00 am. Dr. Darby went over the emergency exit plan and explained that comment cards are available for anyone wishing to speak to any action item or for general comments at the conclusion of the meeting. Chairman Gay had to attend a meeting in Tallahassee and asked Dr. Darby, Board Co-chair, to preside over the meeting.
<b>APPROVAL OF THE MINUTES</b>	Dr. Darby asked for a motion to approve the October 16 <sup>th</sup> board summary. Ms. Tutor made the motion and Rose Conry seconded it. Dr. Darby asked for discussion and public comments. With none being heard the motion to approve the summary was passed.

<p><b>CHAIRMAN’S REPORT</b></p>	<p>Dr. Darby asked Mr. Horner to share Chairman Gay’s thoughts for the Board retreat. Mr. Horner clarified that Chairman Gay sent his notes via email and Mr. Horner had shared them with Co- chair, Dr. Darby.</p> <ol style="list-style-type: none"> <li>1. The date of the retreat will be January 10, 2020</li> <li>2. The Board will work on updating the Essential Services Plan</li> <li>3. Think of outcomes we want to achieve in each of the categories</li> <li>4. What are our goals</li> <li>5. Any other agenda items from the Board</li> </ol> <p>Ms. Tutor said that each category of the Essential Services Plan should have the funding amount attached. Ms. Tutor said the board needs to be strategic not tactical.</p> <p>Dr. Darby shared her agenda items for the board retreat.</p> <ol style="list-style-type: none"> <li>1. How do we define success as a Board?</li> <li>2. If we believe the research that tells us that the earlier we start children on a path to success the better our long term outcomes will be, how do we make the turn in Early Learning, in terms of funding?</li> <li>3. KHA seeking Accreditation for the agency</li> <li>4. Building stronger relationships with the community and our partners, how do we do that best</li> </ol> <p>Dr. Darby asked if any of the members had any items to add to the retreat agenda.</p>
<p><b>CEO REPORT</b></p>	<p>Donnie Horner, Acting CEO for Kids Hope Alliance, thanked the Board for all their work. Mr. Horner presented Chandra Lee with her 15 years of service pin and a letter from Mayor Curry. Mr. Horner congratulated Leon Baxton for becoming the CEO of Communities in Schools. Mr. Horner talked about having subject matter experts later on the agenda and partner presentations. Mr. Horner introduced Cheryl Fountain with Florida Institute of Education and Debbie Verges, Verges Consulting, who will providing some information on her meeting with the community on out of school time.</p>
<p><b>FINANCE COMMITTEE REPORT</b></p>	<p>Tyra Tutor gave the Finance Committee updates. Ms. Tutor said the Finance Committee met on November 13<sup>th</sup>. Ms. Tutor said that the finance report for September 30<sup>th</sup> was a preliminary report since the City of Jacksonville has not closed out the books and that everything is on track. Ms. Tutor said the Finance Committee has reviewed the action items in detail that are being introduced and the committee had approved them.</p>

<p><b>GOVERNANCE COMMITTEE REPORT</b></p>	<p>Dr. Darby said that the Governance Committee met on November 4<sup>th</sup> and reviewed the action items in the packet in detail and had approved them. Dr. Darby said that the Governance Committee had requested more information on some of the items and it had been provided. Dr. Darby said the Governance Committee will be working on a plan of work for the new fiscal year and asked if there was anything that the Board would like to add.</p>
<p><b>OLD BUSINESS ACTION ITEM</b></p>	<p>Dr. Grass introduced the approved action items that were presented to the Finance Committee and the Governance Committee and gave a summary of each item.</p> <ul style="list-style-type: none"> <li>• Young Men’s Christian Association Budget Amendment, request to move a line item.</li> <li>• Healthy Families Jax Subcontract Renewal. Mary Nash to provide an Efficacy Study, release date for the RFP is March.</li> <li>• Compass USA Inc. Canteen Renewal, all contracts have to be rebid as required by the State. RFP release date is December.</li> <li>• Summer Food Program Grant Renewal, same requirement as above.</li> <li>• Early Learning Coalition of Duval Childcare Match Funding, provide funding to fill gaps</li> <li>• Program Quality and Workforce Development Grant, provide vouchers while parents attend job training or seek employment.</li> <li>• Childcare Enhancement and Family Engagement Grant, provide funding to fill gaps in services for targeted populations and provide community engagement in three public housing neighborhoods.</li> <li>• Not yet approved, Florida Institute of Education, (FIE) at University of North Florida. Request to renew for the final year of this three-year pilot project. Presentation to explain in more detail.</li> </ul> <p>Dr. Darby asked for a motion to approve the consent agenda. Ms. Tutor made the motion and Mrs. Conry seconded it. Dr. Darby opened the floor for discussion and public comments. With none being heard, Dr. Darby asked all in favor to signify by the sign of “aye”. All were in favor and the consent agenda was passed.</p>
<p><b>NEW BUSINESS ACTION ITEM</b></p>	<p><b>Dr. Grass introduced Funds Transfer from Preteen to Special Needs.</b> The Board is asked to approve the transfer of funds from Pre-Teen to Special Needs category that were not being utilized. Dr. Grass said that due to funds being depleted under the Special Needs bids, DLC Nurse and Learn was not fully</p>

	<p>funded what was requested. There is funding available from the Safe and Thriving grant that will allow them to fund Youth Crisis Center, which is next up to be funded, but the underfunded provider, DLC Nurse and Learn must be fully funded in order to do so. The gap amount needed to fund DLC Nurse and Learn is \$28,758.00 and Youth Crisis Center will be funded \$79,395 from the Safe and Thriving grant. Dr. Darby asked for a motion to approve the request. Ms. Tutor made the motion and Mrs. Conry seconded it. Dr. Darby opened the floor for discussion and public comments. Dr. Wells said he was happy that DLC Nurse and Learn were being fully funded and that this item had been approved by the Finance Committee. With no other comments being heard, Dr. Darby asked all in favor to signify by the sign of "aye". All were in favor and the motion to approve the funding request was passed.</p>
<p><b>PRESENTATIONS</b></p>	<p>Dr. Cheryl Fountain, Director of Florida Institute of Education at University of North Florida. During the presentation Dr. Fountain talked about achievement gaps, opportunity gaps and summer learning loss. The SAIL project was created as a pilot and funded by KHA, DCPS and UNF. Twelve sites participated in the summer SAILS project and 4 afterschool sites. The project was broken into 3 cycles. The summer camps were 7 weeks long with one hour of literacy a day. Each site had 4 books tied to a theme which also included an excursion for the campers. The children were tested in the spring using the IReady system and again in the fall to see if there was any gain or loss. Dr. Darby talked about missing data points that would be helpful. Laura Lothman asked about measurement for the children who did not participate in the program. There was discussion on the attendance being a variable in the data collected and how were the children measured. Dr. Darby asked for the report from the summer of 2019 and Dr. Fountain explained that previous Senior Leadership had requested to provide those numbers themselves. The data measurements were never done as all of the Senior Leadership is no longer with KHA. Dr. Darby requested a meeting with Dr. Fountain, Dr. Grass and Mr. Horner to discuss further. Dr. Fountain talked more about attendance and there was no difference between the male students and the female students. Dr. Fountain talked about the average cost of a quality program. Dr. Darby asked if Dr. Fountain believed in the program outcomes since there was no data report available for 2019. Dr. Fountain said yes, she is and that the project is promising. This is the last year of the pilot and the Board can choose to do it again. Dr. Wells asked about the number of students that had</p>

**NEW BUISNESS  
ACTION ITEM**

little or no improvement and if she though this was a good number. Dr. Fountain said 62% had no loss or slight gains which is remarkable for her.

**Action Item- Dr. Grass introduced the Contract Renewal with Florida Institute of Education for Cycle 3.** Dr. Darby asked for a motion to approve the request. Rebekah Davis made the motion and Dr. Wells seconded it. Dr. Darby opened the floor for discussion and public comments. Ms. Tutor asked about the funding in previous years and if this is the same. Dr. Fountain said this is a three-year contract and the contract was prorated over the three cycles but was about the same. Dr. Darby asked about the summer of 2019 and was it part of the pilot. Dr. Darby said that the communication should have been better between FIE, DCPS and KHA to let the Board know what was going on. Having the report that includes the data measurements is critical when the Board is deciding who to fund. Dr. Darby would like to see the reports for the other cycles. Dr. Grass said she would send them. Dr. Wells said the Board should make an obligation to finish the last year and try to plug the holes to make sure we get the information required and needed. Dr. Darby requested data points, summer participation numbers and attendance of the students to be included in the report. With no other comments being heard, Dr. Darby asked all in favor to signify by the sign of "aye". All were in favor and the motion to approve the funding for the contract renewal with FIE was approved.

Dr. Grass introduced Debbie Verges, Verges Consulting. Mrs. Verges has had several meetings with our partners and the community. Mrs. Verges met with providers of single site, multi-site meeting, summer sites, afterschool sites and parents of students in the different programs that we fund. Mrs. Verges presentation is attached.



Debbie Verges  
presentation.pdf

After the presentation Dr. Wells asked about frozen meals being served and how often does this happen. Dr. Grass said that KHA has followed up on this and it is being addressed.

<p><b>DISCUSSION AND UPDATES</b></p>	<p>Dr. Darby said that the information from Mrs. Verges was very helpful and would like to see periodic meetings during the year to hear from our providers. Dr. Grass said that the Board will be meeting to go over the Request for Proposals (RFP's) which are scheduled to be released soon and that they will address the providers' concerns at the Board retreat. The Board discussed the timeline for the Afterschool and Summer RFP's as it is fast approaching. Dr. Grass said the release date is January 20<sup>th</sup> and the board retreat will be on January 10<sup>th</sup> so there is still enough time to have Board input. The bid will be out for 5 weeks, which is longer than previous times. Leon Baxton thanked Debbie Verges for the community meetings, thanked the Board for being involved and KHA staff for all that they are doing to help the providers. Mr. Horner said the Board retreat will be on January 10<sup>th</sup> and he is trying to reserve River House Jacksonville University. Mr. Horner said the retreat is open to the public, but it will be Board focused. Dr. Grass said a draft agenda will be sent out to all Board members. Dr. Grass stated that the data sharing collaboration with Duval County School Board and CM Scott Wilson is ongoing. Other items that will be addressed at the retreat are:</p> <ul style="list-style-type: none"> <li>➤ Out of School Time RFP</li> <li>➤ Juvenile Justice RFP</li> <li>➤ Updating the Essential Services Plan</li> <li>➤ Data collection</li> <li>➤ Ms. Tutor would like to have a robust conversation on KHA certifications</li> </ul> <p>Dr. Darby asked about the Impact Model, what is it and what will they do. Dr. Grass asked Travis Williams to send that to the Board members. Mr. Travis Williams is working with Robinson Consultants on the Annual Report. He will present a draft to the Board in December. Dr. Darby talked about the Lights on Afterschool event she attended and asked the other members to report on any other events they had attended if they would like to share. Ms. Tutor mentioned that the Finance Committee meeting will be on December 2<sup>nd</sup> at 9:30 am.</p>
<p><b>ADJOURN</b></p>	<p>Meeting adjourned at 12:04 pm</p>

