



FINANCE COMMITTEE MEETING SUMMARY
September 11, 2019
9:30 AM – 11:00 AM

Voting Board Member Attendees:

Tyra Tutor
Dr. Wells
Kevin Gay, Non- voting

Staff:

Donald Horner, Cynthia Nixon, Saralyn Grass, Delores Williams, Travis Williams, Cory Armstrong, Mary Nash, Katoia Wilkins, Ruth Waters, Joyce Watson, Tyrica Young, Najera Johnson, Dae Lynn Helm, Jerelyn Allen, Lenora Wilson and Delphine Brock

COJ Staff:

Julia Davis, Office of General Counsel

Guests: Leon Baxton, Communities in Schools; Jerome Baltazar, Communities in Schools; Bryan Jones, Communities in Schools; Kristin Carter, Take Stock in Children; Terri Florio, Mal Washington

Call to Order

The Finance Committee Meeting was called to order at 9:30 a.m. by Tyra Tutor, Finance Chair. Ms. Tutor thanked everyone for coming and asked for approval of the August 14th finance summary. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for comments. Dr. Wells mentioned that he was not that overly concerned about the carry over funds that he spoke of at the last finance meeting. With no other comments being heard, the motion was passed.

Finance Report

At this time Cory Armstrong, gave a brief overview on how to use the iPads that are being test for all board material. Ms. Tutor asked if there could be a thumbnail between sections and possible page numbers. Ms. Nixon introduced new staff, April Hart, Assistant Director of Finance. Dr. Wells asked for a moment of silence out of respect for 9.11. Ms. Nixon talked about carry over funds and how they would roll back into fund balance. KHA would have to go before City Council to recover those funds. Ms. Nixon said there will be left over funds from unexecuted RFP's.



Cynthia Nixon went over the finance report that runs through July 31, 2019. Ms. Nixon went through the combined report that show City funded and grant funded accounts.

Other items discussed:

Afterschool Food Program Grant

Summer Food Program Grant

Healthy Families Grant

Wallace Foundation Grant

21st Century Impact Grant

21st Century Team Up Excel

Criminal Justice, Mental Health & Substance Abuse Reinvestment Grant

SAMHSA High Fidelity Wrap Around Grant

Beaches Community Fund

Youth Travel Trust Fund

KHA Trust Fund - Stop the Violence Mini Grants

KHA Trust Fund

Jax Kids Book Club

Ms. Nixon went into detail on the Afterschool Food Program as there will be an action item to explain further, The Wallace Grant is in its last and final year, 21st Century Learning sites will have two action items later on the agenda. Healthy Families Florida and the High-Fidelity Wrap Around Services are on the agenda. There was discussion on the STV Mini Grants and Faith Based Mini Grants. Ms. Tutor asked Ms. Nixon to talk about the budget hearing that took place last month and where we are now.

New Business

Dae Lynn Helm introduced 21st Century Contract Extension, Hyde Park and San Jose Elementary. The Committee is asked to approve a contract extension for the Florida Department of Education 21st Century Community Learning Centers (San Jose and Hyde Park elementary schools) Grant for the period of August 1, 2019 thru September 30, 2019 , increasing available grant funds by \$63,281 and authorize the CEO to execute any grant contracts or other documents necessary to fulfill grant requirements. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. Leon Baxton stated that they have partnered with some of the smaller organization. Terri Florio said the same thing. There was discussion on the number of years the grant will be available and the required match amount. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Dae Lynn Helm introduced 21st Century Contract Extension, Cedar Hills and Gregory Drive Elementary. The Committee is asked to approve a contract extension for the Florida Department of Education 21st Century Community Learning Centers (Cedar



Hills and Gregory Drive elementary schools) Grant for the period of September 1, 2019 thru September 30, 2019, increasing available grant funds by \$140,000 and authorize the CEO to execute any grant contracts or other documents necessary to fulfill grant requirements. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for further discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Mary Nash introduced Request for Proposal, Healthy Families. Saralyn Grass, Chief Programs Officer for KHA, asked to defer this item. Ms. Nash gave a brief update on Healthy Families and explained why staff recommends holding off on the release of the RFP at this time and the possibly bringing this program in house. Ms. Tutor said KHA should really think hard about the risks of bringing the program in house. Ms. J. B. Davis talked about KHA Ordinance and the KHA’s ability to provide direct services. Dr. Wells talked about not delaying the process. Ms. Nixon talked about the transition of staff and the budget Ordinance. Ms. Nash stated that there would still be time to release an RFP if the decision was made to do so. Dr. Wells made the motion to defer this item and Ms. Tutor seconded it. Viki Waytowich talked about KHA providing direct services and how the agencies will view it. The City has the means to run a successful program where smaller agencies fall short in areas of offering better pay and benefits. With no other comments, the motion to defer was passed.

Mary Nash introduced Healthy Families Contract Extension. The Committee is asked to approve recommending a renewal to the following procurement award, to be executed for 3 months from October 1, 2019 – December 31, 2019. The Northeast Florida Healthy Start Coalition will receive funding in the amount of \$452,584.75. The Northeast Florida Healthy Start Coalition, Inc. became the subcontractor for Healthy Families Jacksonville services on October 1, 2016 and continues to provide those services at current. The current recommendation will allow time to consider a competitive bid process. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With no comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Mary Nash introduced Full-Service Schools Contract Renewal. The Committee is asked to approve recommending a renewal to the following contracts, to be executed for 12 months from October 1, 2019 – September 31, 2020. The Sub-contractors are Jewish Family Services, Children’s Home Society, Child Guidance Center, and Daniel. Kevin Gay asked Ms. Nash to explain the difference between Full-Service School and Full Service Plus. School Plus therapist have a 1 to 1 ratio while the Full-Service schools, have therapist that travel between schools. Dr. Wells made the motion and Ms. Tutor



seconded it. Ms. Tutor opened the floor for discussion and public comments. Leon Baxton said this an excellent program and having the therapist during the afterschool programs is a big help. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Ruth Waters introduced Substance Abuse and Mental Health Services Administration (SAMHSA) Contract Extension.

The Committee is asked to authorize a no cost extension for contract with Managed Access to Child Health, Inc., funded by the SAMHSA [Substance Abuse and Mental Health Services Administration], HHS, contract titled “High-Fidelity WrapAround Services & Integrated Care Coordination for Children and their Families” for the period September 30, 2019 through September 29, 2020; and authorize the CEO to execute any contract or legal document consistent with the intent of the forgoing authorizations. This 4-year contract has been extended for another year from and end date of 9/29/2019 to and end date of 9/29/2020. The notice of award was issued on September 5, 2019. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. Ms. Tutor asked about funding. Ms. Nixon said no additional funds are needed and that we are just extending the contract date to spend down the funds. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Najera Johnson introduced Afterschool Meals Program Grant.

The Committee is asked to approve the grant renewal for the Florida Department of Health/ Bureau of Child Nutrition Programs Grant for the period of October 1, 2019 thru September 30, 2020, in an amount up to \$1,400,000. Authorize the CEO to sign a grant contract and other documents necessary to meet the grant requirements. Ms. Johnson said that we are serving about 44 community sites and that she also wanted to mention that Duval County Public Schools (DCPS), has decided to operate the school-based sites, and this will cause a decrease in the revenue for this program. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. Dr. Wells asked will this affect the number of children being served. Ms. Johnson said it should not since DCPS will be providing those meals for the afterschool programs at their schools and that Kids Hope Alliance is trying to reach more kids through partnerships with private schools and churches. Dr. Wells asked if they could identify the number of children that are not being served. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

Board Comments

Ms. Tutor asked about the Governance meeting and it not being listed on the action items and making sure that all Committees have had an opportunity to review the items



before going to the Board. Due to the storm, the Governance meeting not take place. Ms. Tutor stated she likes the use of the iPads but would like to see page numbers on the documents, some type of break or tab between items on the agenda and a hard copy of the agenda to keep track without having to page back to the beginning to see what's next.

Public Comment

Vicki Waytowich stated that the Board had authorized the Partnership for Childs Health and Kids Hope Alliance to apply for a Grant Enhancement Fund. She is happy to announce that they have be awarded. Ms. Waytowich would like to do a presentation at one of the Board meetings.

Leon Baxton commended staff for a great job with the Out of School Time kickoff. Stephanie Burch talked doing a presentation that will highlight Kids Hope Alliance accomplishments over the year and presenting that information to City Council. Ms. Burch would like to do a presentation for the Finance Committee next month.

ADJOURN

The meeting was adjourned at 11:30 a.m.