



**GOVERNANCE COMMITTEE  
MEETING  
AGENDA**

**Monday, August 5, 2019  
1:00 PM - 2:30 PM**

**TAB**

- |   |                   |   |
|---|-------------------|---|
| 1. CALL TO ORDER  | Dr. Barbara Darby |   |
| 2. APPROVAL OF THE MINUTES  | Dr. Barbara Darby | 1 |
| 3. REPORT OF THE CHAIR & WORKPLAN   | Dr. Barbara Darby | 2 |
| 4. NEW BUSINESS:  |                   |   |
| • <b>Action Items:</b><br><i>(Open for public comments prior to voting each item)</i> |                   |   |
| ○ No Cost Extension for STV Mini Grants   | Chardae Chaney    | 3 |
| ○ Youth Travel Trust Request  | Ruth Waters       | 4 |
| 5. DISCUSSION:  |                   |   |
| ○ KHA Board Policies  |                   |   |
| ○ Board Authority and CEO Authority   |                   |   |
| ○ Board Self Evaluation   |                   |   |
| 6. PUBLIC COMMENTS  |                   |   |
| 7. NEXT STEPS & MEETING SCHEDULE  | Dr. Barbara Darby |   |
| 8. ADJOURN  |                   |   |



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## Governance Committee Work Plan:

- Youth Travel Trust:

- **Completed**

- **Approved Ordinance Code in March**
- **Review Policies & Procedures**
- **Review Ordinance & Eligibility**
- **Marketing & Communications Strategy**
- **Create Recommendations for Changes**

- Memorandum of Understanding: Parents Who Lead:

- **Completed**

- **Review Ordinance on Entering into MOUs**
- **Essential Services Category**
- **Metrics & Evaluation**
- **Draft Policy & Strategy for MOUs**

- CEO Performance Evaluation Framework & Process:

- **Completed**

- **Review JCC Evaluation Process**
- **Dr. Darby to consult with COJ Employee Services**
- **Review City's Evaluation Process**
- **Recommend Kids Hope Alliance Framework & Process**

- Board By-Laws:

- **Completed**

- **Update with recommendations from Committee**
- **Review with Office of General Counsel**

- Board Ethics Workshop:

- **Completed**

- **Research City & State Policies**
- **Create Annual Review Process with City Ethics & OGC**

- Grants Framework & Policy:
  - **Completed**
    - Obtain Board Member Input on Board's Grant Policy
    - Draft Framework for Grants Strategy
- Legislative Review of Kids Hope Alliance Ordinance:

**Due: TBD**

  - Review Kids Hope Alliance Ordinance, Ch. 77
  - Create recommendation of legislative changes, including Youth Travel Trust Fund
- Interactions with City Agencies & Community Organizations:
  - **Completed**
    - Research Ordinance Requirements
    - Create Board Policy & Procedure for Interacting & Partnering with City Departments and Organizations
- Review of old Jacksonville Children's Commission Board Policies:

**Due: August Committee Meeting**

  - Review Jacksonville Children's Commission Board Policies
  - Recommendation of New Kids Hope Alliance Board Policies & Procedures
- Outline: Chief Executive Officer Authority:

**Due: August Committee Meeting**

  - Review Chief Executive Officer's Authority in Ordinance
  - Create Outline of Board Authority and CEO Authority
- Board Self-Evaluation:

**Due: August Committee Meeting**

  - Create Template & Process for Board Self-Evaluation
  - Assist Board Members in Conducting Evaluations
  - Board Teambuilding Exercise & Personal Reflection

**Kids Hope Alliance Governance Committee Work Plan Progress:**

| <b><u>Action Item:</u></b>     | <b><u>Review &amp; Approval of OGC(when applicable):</u></b> | <b><u>Kids Hope Alliance Administration:</u></b> | <b><u>Governance Committee:</u></b> | <b><u>Kids Hope Alliance Board of Directors:</u></b> |
|--------------------------------|--|--|-------------------------------------|--|
| Youth Travel Trust Fund        | October 1, 2018  | October 1, 2018                                  | March 4, 2019                       | March 20, 2019                                       |
| MOU Review Framework           | October 1, 2018  | October 1, 2018                                  | October 1, 2018                     | November 28, 2018                                    |
| Program Evaluation Framework:  |  |  |                                     |  |
| CEO Performance Review Process | December 2018  | December 2018                                    | March 4 <sup>th</sup> , 2019        | March 20 <sup>th</sup> , 2019                        |
| Kids Hope Alliance By-Laws     | December 2018  | December 2018                                    | January 7, 2019                     | January 16, 2019                                     |
| Board Ethics Review            | November 5, 2018   | November 5, 2018                                 | November 5, 2018                    | February 2019  |
| Grants Framework               | November 5, 2018   | November 5, 2018                                 | November 5, 2018                    | November 28, 2018                                    |
| Intra-Agency Liaisons          | October 2018   | October 2018                                     | November 5, 2018                    | November 28, 2018                                    |
| Review of JCC Policies         | February   | February   |                                     |  |
| KHA Ordinance Review           |  |  |                                     |  |

|                                       |  |  |  |  |
|---------------------------------------|--|--|--|--|
| <b>Outline of<br/>CEO Authority</b>   |  |  |  |  |
| <b>Board<br/>Self-<br/>Evaluation</b> |  |  |  |  |

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**BOARD ACTION ITEM**

**GOVERNANCE COMMITTEE:**           **AUGUST 5, 2019**  
**FINANCE MEETING:**               **AUGUST 14, 2019**  
**BOARD MEETING DATE:**           **AUGUST 21, 2019**

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**TO:**                           **KIDS HOPE ALLIANCE BOARD OF DIRECTORS**  
**FROM:**                   **JOSEPH PEPPERS, CHIEF EXECUTIVE OFFICER**  
**RE:**                       **NO COST EXTENSION FOR STOP THE VIOLENCE AND FAITH-BASED NEIGHBORHOOD GRANTS**

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**REQUESTED ACTION:**

The Board is asked to:

- 1) Approve the extension of contracts awarded under KHA's Neighborhood Faith-Based Intervention and Prevention Programs RFP and KHA's Stop the Violence Mini Grant Program through March 31, 2020 for organizations that request an extension to complete awarded programs.
- 2) Authorize the CEO to execute amendments to the contracts or other legal documents necessary.

**NARRATIVE:**

- Effective 11/1/2018, two new programs were implemented: the Neighborhood Faith-Based Intervention and Prevention Programs RFP and the Stop the Violence Mini Grants Program.
- The purpose of both programs was to provide prevention and intervention programming that would address youth violence and provide immediate assistance, with pathways out of violence for youth in Duval County communities.
- A total of \$364,400.00 was awarded under the Mini-Grants Program to thirty-six (36) organizations with maximum lump sum grant awards at \$10,000.00 through an application process approved by KHA under the Kids Hope Alliance Trust fund. Priority points were given to organizations with budgets of less than \$100,000. Many of the contracts were awarded to grassroots/neighborhood organizations.
- An additional \$50,000.00 was awarded to six (6) faith-based organizations under the Neighborhood Faith-Based Intervention and Prevention Programs RFP.
- There is a significant attribute created by these programs in that they allow grassroots/neighborhood organizations to have the opportunity to qualify and win grant awards that address community needs. However, there has been a learning curve for these organizations which has delayed implementation of these programs. So, if requested by the grantees, Kids Hope Alliance is requesting an extension of the contract period from October 1, 2019 through March 31, 2020, to allow the grantees to complete awarded programs. Existing contracts would expire September 30, 2019.

**FISCAL IMPACT:**

Grantees will have the opportunity to expend most of awarded funds as initially proposed.

**GOVERNANCE/PROGRAM IMPACT:**

This request requires KHA Board Approval. Approval of this Board Action Item is inclusive of any necessary waivers and other administrative actions as determined by the Office of General Counsel.

**OPTIONS:**

1. Vote to approve
2. Decline to approve

**STAFF RECOMMENDATION: Staff recommends approval.**



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**BOARD ACTION ITEM****GOVERNANCE COMMITTEE: AUGUST 5, 2019****FINANCE MEETING: AUGUST 14, 2019****BOARD MEETING DATE: AUGUST 21, 2019**

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**TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS****FROM: JOSEPH PEPPERS, CHIEF EXECUTIVE OFFICER****RE: REQUEST FOR FUNDING: YOUTH TRAVEL TRUST FUND**

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**REQUESTED ACTION:**

The Board is asked to:

- 1) Approve a request for funding of \$5,000.00 from the Kids Hope Alliance, Youth Travel Trust Fund, to Global Jax, Inc., for the EVAC Movement to travel to Brazil to present at the National Law Enforcement Conference.
- 2) Authorize the CEO to execute any contract or legal document necessary.

**NARRATIVE:**

- The EVAC Movement is 'going international', to Brazil, to present at the National Law Enforcement Conference on the topic: 'Building Trust Between Youth and Law Enforcement'. The travel dates are July 26 – August 3, 2019.
- EVAC is an organization of about 15, young African American young men, who have changed from "at risk" to "at-hope" youth. They are dedicated to channeling painful personal tragedies into positive change, as well as hope for their classmates, community, and the world. Five (5) youths will participate in the travel.
- EVAC youth focus their efforts in the area of juvenile justice and crime. Meeting regularly with officials, they present youth concerns and solutions based on unique blend of their personal stories, hard data, and knowledge from direct partnerships with local and national juvenile justice leaders.
- Global Jax, Inc. is a Jacksonville-based nonprofit entity working to develop global leaders in Northeast Florida via international education and exchange to create jobs, improve international security, and facilitate human development and is supporting EVAC in this travel.

**FISCAL IMPACT:**

The amount requested is \$5,000.00, 25% of the total estimated trip cost of \$20,000.00.

**GOVERNANCE/PROGRAM IMPACT:**

This request requires KHA Board Approval. Approval of this Board Action Item is inclusive of any necessary waivers and other administrative actions as determined by the Office of General Counsel.

**OPTIONS:**

1. Vote to approve
2. Decline to approve

**STAFF RECOMMENDATION: Staff recommends approval.**