

Kids Hope Alliance

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

Board Meeting Minutes

Meeting Information Date: June 19, 2019 Location: 1095 A. Philip Randolph Blvd. 1st floor, Multipurpose Room	Board Member Attendance			
	Y	Kevin Gay- Chair	Y	Tyra Tutor
	Y	Dr. Barbara Darby	Y	Dr. Marvin Wells
	N	Rebekah Davis	N	Donna Orender
	Y	Rose Conry		

Advisory: Elizabeth Webb, Office of the Public Defender; CM Sam Newby; Andre Ayond, Jax Sheriff; and Laura Lothman, Office of the State Attorney

City Staff: Julia Davis and Dawn Lockhart

KHA Staff: Joe Peppers, Delores Williams, Dr. Jennifer Blalock, Adam Miller, Cynthia Nixon, Kenneth Darity, Mary Tobin, Donnie Horner, Tyrica Young, Mary Nash, Lenora Wilson, Dae Lynn Helm, Ruth Waters, Chris McNeilly, Lissette Maldonado, Katoia Wilkins, LaRaya Strong, Joyce Watson, Najera Johnson, Sandra Moody

Guest: [6.19.19 Guest sheet .pdf](#)

Agenda Items	Action/Outcome
CALL TO ORDER	Kevin Gay called the meeting to order at 10:00 am. Chairman Gay thanked everyone for attending. Chairman Gay stated that comment cards are available for anyone wishing to speak to an item or for general comments at the conclusion of the meeting.
APPROVAL OF THE MINUTES	Chairman Gay asked for a motion to approve the minutes from the June 19 th meeting. Dr. Wells made the motion to approve Ms. Tutor seconded it. Chairman Gay opened the floor for discussion and public comments. With none being heard Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and the motion passed.
CHAIRMAN'S REPORT	Chairman Gay welcomed new Board Rose Conry, new board member. Chairman Gay thanked Dr. Glover, who is stepping away from the board, for his service and wished him well. Chairman Gay thanked KHA staff and says we have over 100

	<p>summer camps. Chairman Gay mention the FY 19-20 budget and the Youth Travel Trust Bill that is moving through City Council. Thanked staff and Dr. Darby and the Governance Committee. The Task Force will be meeting on a quarterly basis and continue to engage the community. We have board officers to select and two Request for Proposals to vote on today.</p>
<p>CEO REPORT</p>	<p>Mr. Peppers CEO's report included the KHA 101 and the Mayor's Summer Jobs Program. Mr. Peppers is very excited about having summer interns here at KHA and throughout the City. Mr. Peppers would like to have a City Council representative on each of the Essential Services Task Forces. Mr. Peppers went over the timeline for completing RFP's, Good News Friday and site visits. Staff news, Mr. Peppers acknowledge Sandra Moody for 20 years of service with the City, Mary Nash for 15 years of service, and wished Heather Bogarty a happy birthday.</p> <p>Mary Tobin presented Liz Nottingham, from Angels for Allison and Bonnie B., from Fred Cotton's Landmark BBQ with certificates of appreciation for their services to the community. Mr. Peppers asked Laura Lambert, with the Office of the State Attorney to give a summary of the Juvenile Justice report. Ms. Lambert said the actual report will be released on Jun 27th. Mr. Pepper said that Donna Orender has agreed to chair the programs subcommittee and Rose Conry has agreed to co-chair. Ms. Conry has also agreed to be the representative on the Out of School Time task force.</p> <p>CM Newby thanked KHA for the summer interns.</p>
<p>FINANCE COMMITTEE REPORT</p>	<p>Ms. Tutor gave an update from the Finance Committee meeting which met on June 12th. Ms. Tutor stated the report runs through April 30th and everything is on track. Ms. Tutor thanked Rebekah Davis for joining the finance meeting. The committee review the FY budget for FY19-20. Ms. Tutor thanked Ms. Nixon for all her hard work in putting these reports together and she thanked Julia Davis for her work. CM Newby informed the Board that as of July 1st City Council will have new members and subcommittee members.</p> <p>The Finance Committee vetted several action items and Ms. Tutor will make the recommendation to approve them.</p>

<p>GOVERNANCE COMMITTEE</p>	<p>Dr. Darby gave an update on the Governance Committee meeting. Dr. Darby stated that seven of the eleven items on the workplan have been completed. Dr. Darby thanked Adam Miller for his work with the Committee. Dr. Darby said the Governance Committee made recommendations for board officers and approved the Youth Travel Trust action item. Dr. Darby said the board has opportunity today to vote on the policy for how we elect officers going forward. Chairman Gay thanked Dr. Darby and the Governance Committee for always completing the assigned tasks. Ms. Tutor inquired on the process for staggering board members and if there is anything that the Board needs to do. Ms. J. Davis stated there is nothing that the Board needs to do, and that Mr. Miller is working on a chart to show the terms of each board member.</p>
<p>NEW BUSINESS ACTION ITEM</p>	<p><u>Adam Miller introduced the recommendations for Board Officers.</u> Mr. Miller stated that the Board chair tasked the Governance Committee with coming up with a slate of candidates to present to the Board. Mr. Miller stated that he has worked with the Office of General Counsel to come up with a written policy around this process for selecting board officers. Mr. Miller stated that if the board chooses to recommend someone else that this action would need to be amended and a vote taken for the new recommendations. Mr. Miller read aloud the Governance recommendations for officers.</p> <p>Chair- Kevin Gay Co-Chair- Dr. Barbara Darby Treasurer- Tyra Tutor Secretary- Rebekah Davis</p> <p>Dr. Darby made a motion to accept the recommendations and Ms. Conry seconded it. Chairman Gay opened the floor for discussion and public comments. With none being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p> <p><u>Kenneth Darity introduced Funding for Afterschool Programs.</u> The Board is asked to approve direct funding to three afterschool sites at Windy Hill Elementary, Jacksonville</p>

<p>ACTION ITEM</p>	<p>Height Elementary, and Ramona Boulevard Elementary to the Young Men’s Christian Association, Inc. Mr. Darity explained these sites were not part of the original afterschool RFP and therefore would need Board approval to be funded. Ms. Tutor made the motion to approve this request and Dr. Wells seconded it. Chairman Gay opened the floor for discussion and public comments. With none being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p> <p><u>Mary Nash introduced Special Needs RFP.</u> The Board is asked to approve the Request for Proposal with the minimum qualifications, scope of services, evaluation criteria and performance metrics substantially in the form presented to the Committee. This proposal will cover the FY 19-20. Dr. Wells made the motion and Ms. Tutor seconded it. Chairman Gay opened the floor for discussion and public comments. Ms. Tutor says you can see the amounts of the RFP’s on the schedule M in the budget and that this is very helpful. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p>
<p>ACTION ITEMS</p>	<p><u>Mary Nash introduced Healthy Families Contract Amendment.</u> The Finance Committee is asked to approve the contract amendment between the Ounce of Prevention Fund of Florida and the Kids Hope Alliance, approve the match dollars from the City of Jacksonville for the 2019-2020 fiscal year and authorize the CEO to execute the contract amendment. Dr. Wells made the motion and Ms. Tutor seconded it. Chairman Gay opened the floor for discussion and public comments and mentioned that the Finance Committee has approved these action items. With no other comments being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p> <p><u>Katoia Wilkins introduced Juvenile Justice RFP</u> The Board is asked to approve the issuance of a Request for Proposal for the Prevention and Intervention Programs with the minimum qualifications, scope of services, evaluation criteria and performance metrics. The programs will serve several zip codes and provide services to 10 to 18 year old youths in the areas of mentoring, tutoring, academic assistance, and life skills training to name a few. Ms. Tutor made the motion and Dr. Wells seconded it. Chairman Gay</p>

	<p>opened the floor for discussion and public comments. With none being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p> <p><u>Ruth Waters introduced Youth Travel Trust Fund</u> <u>Application.</u> The Committee is asked to approve the Travel Trust Fund Request from River City Science Education Services Inc. to send fifteen students to Ithaca, New York. The students were selected for the Science Olympiad National Competition. Ms. Waters said that the travel has already been completed and the reimbursement amount is for \$3,375.00 which is 25% of the total trip cost. Dr. Darby made the motion and Dr. Wells seconded it. Chairman Gay opened the floor for discussion and public comments. With none being heard, Chairman Gay asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.</p>
<p>Action Item BUDGET Discussion</p>	<p>Mr. Peppers and Ms. Nixon went over the FY19-20 budget recommendations and enhancements. Mr. Peppers went line by line of the listed recommendations while stopping to ask and answer questions. Dr. Darby asked for Mr. Peppers to let the Board know if the enhancements will be one time or reoccurring while going through the list.</p> <p>Chairman Gay asked for more information on KHA Mini Grants and Youth Travel Trust Funds. Dr. Blalock stated she would prepare a report with the latest information on the Mini Grants.</p> <p>Dr. Darby asked if the funds awarded for the STV Mini Grants have been utilized by the programs and what is their progress? Dr. Blalock said contracts are being prepared for four of the direct funded programs. The STEAM Camp RFP’s are being reviewed and will be brought before the Board shortly for approval, and the Youth in Sports RFP did not have enough applicants and will be released again once its firmed up with procurement.</p> <p>There was discussion on the launch date of the summer programs and the encumbered funds. Dr. Wells asked about administrative cost and the cost associated with program management. Ms. Nixon stated she could provide that information at the finance meeting in July. Dr. Wells talked about being efficient and operating to the best of our ability with the staff that we have. The Board continued to lookover the budget documents and the list of enhancements. After all discussion, Chairman Gay asked for a motion to approve the FY 19-20 recommended enhancements. Ms. Tutor made the motion and Ms. Conry seconded it. Chairman Gay opened the</p>

	<p>floor for further discussions and public comments. With none being heard, Chairman Gay asked all in favor to signify by the sign of "aye". All were in favor and motion for the FY 19-20 budget enhancements was passed.</p>
PUBLIC COMMENTS	<p>CM Newby made positive comments about the summer interns in his office and thank KHA. Leon Baxton, from Communities in Schools, made comments about their STEM Camp and showed off one of their robots. Dr. Darby thanked Mr. Baxton for all the hard work that Communities in Schools does for kids and the community.</p>
ADJOURN	<p>Meeting adjourn at 11:30 a.m.</p>