



**GOVERNANCE & PROGRAM COMMITTEE
MEETING SUMMARY
June 8, 2020
1:30 PM – 2:30 PM**

Zoom Meeting: 1-646-558-8656, ID 919 0943 7921
Open to the Public

Voting Board Attendees:

Dr. Barbara Darby, Committee Chair
Rebekah Davis
Kevin Gay
Donna Orender

Non-Voting

Tyra Tutor

Staff:

Mike Weinstein, Travis Williams, Cory Armstrong, Delores Williams, Dr. Saralyn Grass, April Hart, Katoia Wilkins, John Everett, Kenneth Darity, Lenora Wilson, Tia Keitt, Tyrica Young, Dae Lynn Helm, Mary Nash, Jerelyn Allen, Deborah Sibley, LaRaya Strong

COJ Staff:

Julia Davis, Office of General Counsel

Call to Order

The Governance & Programs Committee meeting was called to order at 1:30 p.m. by Dr. Barbara Darby. Dr. Darby thanked everyone for calling in and went over the Zoom instructions. Julia Davis added that public comments will be taken and asked Dr. Darby to announce the vote for those who do not have video capabilities. Dr. Darby asked for approval of the minutes from March Governance and Program Committee meeting. Kevin Gay made the motion and Rebekah Davis seconded it. The motion to approve the minutes was passed.

Action Items

Mary Nash introduced an Angels for Allison Contract Increase. The Governance Committee is asked to approve additional funding for this burial assistance program to help families of children who have died. The additional funds will come from unspent dollars in the Preteen and Teen Essential Services Category. Rebekah Davis made the motion and Donna Orender seconded it. Dr. Darby opened the floor for discussion and public comments. Dr. Darby asked Dr. Grass to share her previous questions with the Committee members. Dr. Grass said that about fourteen families have been helped so far and that there are unspent dollars left in the Preteen and Teen Essential Services category due to the COVID19 pandemic. The left-over dollars are from the Mayor's Youth at Work Partnership summer intern program. Dr. Darby mentioned that these funds will need to be restored to Preteen and Teen Essential Services category for next year's budget. With no other discussion or public comments, Dr. Darby asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.



Mary Nash introduced Healthy Families Contract with Ounce of Prevention Fund of Florida.

The Governance Committee is asked to approve the new contract between the Ounce of Prevention Fund of Florida and Kids Hope Alliance, approve the match, and authorize the CEO to execute the contract. The funds received will be subcontracted out through the procurement process to continue the Healthy Families program. Mrs. Davis made the motion and Mr. Gay seconded it. Ms. Nash explained that this has nothing to do with the Healthy Families RFP that was recently discussed, these are two separate things.

Dr. Darby asked for 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 motion was passed.

Travis Williams introduced Small Providers Criteria. The Governance Committee is asked to define the criteria based on the expectations set in our Ordinance to establish a definition of a small provider.

- a. Be a non-profit entity registered and in good standing with the Florida Secretary of State, and have been registered with the Florida Secretary of State for a minimum of 1 year**
- b. Have an annual operating budget of \$250,000 or less based upon the organization’s financial statements (or other information) for its most recently completed fiscal year**
- c. Have a minimum of 1 full or part-time employee, with a maximum of 15 full or part-time employees**
- d. Serve a minimum of 10 and a maximum of 500 children, excluding strictly event-based programming that may serve larger numbers.**
- e. Not currently receiving funds through a KHA contract that is not specifically designed for Small Providers.**

Mr. Gay made the motion and Rebekah Davis seconded it. Dr. Darby opened the floor for discussion and public comments. Mr. Gay asked about the insurance requirements for small providers and annual audit reports as these requirements can cause financial burdens on small providers. Travis Williams said he is working with Risk Management, Procurement and Legal and that KHA will try to provide as much assistance and direction as possible. Dae Lynn Helm talked about working with Risk Management in the past and the possibility of being able to offer waivers to providers that meet certain criteria. Donna Orender asked about the providers expectation and letting them know upfront of the requirements for funding. April Hart said that KHA has a policy in place that addresses the need for insurance and annual audits and that it is based on the providers operating budget. Dr. Darby had a question about the Academy that will be offered to the small providers and who can attend and if will the funding be reoccurring. Mr. Williams responded that this is seed money, one time only. The idea is to help these organizations build capacity and grow their program initiatives. Mr. Williams went on to say that any small provider can attend the academy and that by attending does not automatically guarantee that they will receive funding. The providers will be required to apply for funding under the Request for Proposal process. Katoia Wilkins spoke about lessons learned and how this academy will help providers learn how to do business with the City. Dr. Darby asked that the criteria just aligns with the requirements of the academy. 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 was passed.

Katoia Wilkins introduced the Diversion RFP for Juvenile Justice.

The Governance Committee is asked to approve the issuance of the Request for Proposal with the minimum qualifications, scope of services, evaluation criteria and performance metrics and authorize the CEO to execute the contract. Ms. Wilkins provided the Committee with Diversion background information, having to put the first RFP on hold and the Task Force team working together to transition the Diversion Program from the State Attorneys’ Office over to Kids Hope Alliance. Ms. Wilkins said that the program will focus on these four main areas.



- a. Reduces deep-end involvement in the juvenile justice system by providing prescribed services to divert juvenile offenders from the delinquency system and reduce recidivism.**
- b. Will incorporate accountability activities, counseling/therapeutic services, family support services, and youth development activities that strengthen protective factors and reduce risk factors that lead to delinquent and maladaptive behavior.**
- c. Ensure greater access to diversion services county-wide so that eligible youth are served in the timeliest and most appropriate manner in order to reduce barriers the family may have in accessing services.**
- d. Reduces disproportionate minority.**

Mrs. Orender made the motion and Mrs. Davis seconded it. Dr. Darby open the floor for discussion and public comments. Ms. Orender thanked Ms. Wilkins and the Diversion Task Force members for all their hard work. Mr. Gay thanked Ms. Wilkins and is very excite about the transition to KHA. Dr. Darby talked about making sure that the literacy and career pathways components are included. Mr. Weinstein mentioned that everything went well in MBRC and that he has some expertise in the area of Juvenile Justice and is looking forward to helping with the vision of the program.

Governance Workplan

Dr. Darby went over the work plan and asked the Governance Committee members if they had anything to add or any questions about the timeline so far. Mr. Williams said the Committee will hear from staff with updates on the items on the workplan.

Discussion items

Travis Williams went over the Small Providers Academy Pilot outline.

- A. The goals of the program
 - 1. Equip small providers
 - 2. Educate them on government funding and procedures
 - 3. Provide ongoing coaching and guidance
 - 4. Build shared expectations and accountability
- B. Eligibility, who can apply for the academy
- C. Academy Phase 1, open to all nonprofit organizations, who meet the minimum application requirements
- D. Phase 2, Awardee attend who were selected through the RFP process
- E. Sessions name and description
- F. Mentoring

Public Comments

The Governance Committee discussed the next meeting and decided to have it on July 7th at 1:30.

Adjourn

The meeting was adjourned at 2:45 p.m.