



## April Board Meeting Agenda

Apr 12th, 2023 10:00am - 12:00pm EDT

KHA Multipurpose Room

### 1. Introductions and Instructions

Dr. Marvin Wells, Board Chair

10:00am

### 2. Public Comment

Public comment will be taken once at the beginning of the meeting for all items that will be voted on at the meeting. These comments should only be in reference to those action items below. A separate public comment time will be open at the end of the meeting for any general comments by the public.

### 3. Approval of February Minutes

 [Board Minutes - February 2023](#)

### 4. KHA Annual Report & Services Plan

Cantrece Jones, President, Accuity Design Group

Conchita Robinson, President and Principal Consultant, C Robinson Associates, Inc.

### 5. Finance Committee Update

Tyra Tutor, Finance Committee Chair

a. **Financial Reports**

 [Budget to Actual 3.27.23](#)

 [10902 Fund Budget to Actual \(grants\)](#)

6. **Governance and Programs Committee Update**

Rose Conry, Governance and Programs Committee  
Chair


7. **New Business**

Kenneth Darity, Chief Programs Officer

a. **Consent Agenda**

 [23-004 Single Source Contracts EL SN](#)

 [23-005\\_Contract Exemptions\\_EL\\_OST\\_JJ\\_SN](#)

 [SS Exempt Program Descriptions 04.11.23](#)

 [23-006\\_Grant Application\\_CMHI\\_SN](#)

 [SAMHSA CMHI Grant Matrix 3-20-23](#)

b. **Sole Source Contracts - PreTeen/  
Teen**

 [23-007\\_Single Source Contracts\\_PTT](#)

8. **Nominating Committee Appointed**

Dr. Marvin Wells, Board Chair

9. **CEO Delegation Report**

Mike Weinstein, Chief Executive Officer

10. **CEO Report**

Mike Weinstein, Chief Executive Officer

11. **Partner Presentations**

a. **Step-by-Step Behavioral Health Services (Small Provider)**

Desiree Jones, Chief Executive Officer

b. **United Way 211 Referral Service (if time permits)**

Jeff Winkler, Head of Basic Needs, Community Impact

12. **Board Discussion**

13. **Public Comment**

14. **Next Steps**

END  
12:00pm

## 1. Introductions and Instructions

Tyra Tutor, Board Vice-Chair

Tyra Tutor called the meeting to order by introducing herself and indicating that she was sitting in for Dr. Wells who couldn't attend the meeting. She thanked all attendees for being present including the providers, KHA Staff, the Board, City Council President Terrance Freeman, JSO, DCPS, the Public Defender's Office, the State Attorney's Office and the Office of General Counsel.

## 2. Public Comments Regarding Action Items

Ms. Tutor then read a statement regarding public comments to ensure that the Board was in proper compliance. Ms. Tutor indicated that the comments should only be in reference to the action items for today's meeting and there will be another opportunity to add public comments at the end of the meeting. She then asked if there were any public comments and there were none.

## Approval of the Minutes

Tyra Tutor

Motion: Kevin Gay

Second: Rose Conry

The motion was approved unanimously 6-0.

## 3. Finance Committee Review

Tyra Tutor, Finance Chair

Ms. Tutor provided an overview of the Finance Committee meeting which included the financials for January 31, 2023, projections for the year and 2022 results. She then commented that the committee also discussed each of the items on today's consent agenda.

## 4. Governance and Programs Committee

*Rose Conry, Governance and Programs Chair*

Ms. Conry recapped the Governance and Programs Committee meeting which occurred on February 17, 2023. She indicated that the committee approved two action items on today's consent agenda.

## 5. Consent Agenda

Ms. Tutor asked Dr. Grass to introduce the items on the consent agenda which include three RFPs as well as the National League of Cities Grant. Dr. Grass provided highlights of each

agenda item and Mr. Weinstein invited audience members to attend the committee meetings to obtain detailed information about items on the consent agenda.

Motion: Tyra Tutor

Second: Rose Conry

The motion was approved unanimously 6-0.

## 6. Board Discussion

a. KHA Services Plan - The KHA Services Plan is being revised by Conchita Robinson & Associates. The plan includes the goals, elements, sample metrics and core values from the Essential Services plan. Dr. Grass shared the core values and asked for the board's input. Mr. Weinstein suggested that we share a printed version of the goals and allow the Board members to review them. Ms. Tutor asked that we circulate the goals so that the new Board members can study them and discuss them at the next Board meeting. Mr. Gay asked if the goals address families and include a metrics. Dr. Grass indicated that it was a good idea to do so.

b. Chapter 77 Ordinance - Mr. Weinstein then discussed the ordinance changes including emphasis on adult family members, age limitation flexibility, board member tenure, the change from essential service categories to goals, the due date for the annual report, flexibility with food and beverages for children's events and the increased focus on family engagement. He then explained that KHA would like to lower the youth travel trust fund amount to \$10,000 per trip and increase the maximum for mini grants to \$65,000.

## 7. CEO Delegation Report

Dr. Saralyn Grass

Dr. Grass indicated that there are four items which are in process or had been done since the Board meeting: The Youth Travel Trust Fund - Douglas Anderson's Band Booster Club is sending them to New York. The cost is \$25,000. Next, WJCT is developing four video spots for Read Jax. on their PBS station for a cost of \$25,000. The third initiative is the First Reader's Program which sends books to children under five years old, the amount is \$60,000. The last initiative is for United Way 211 which will include all of our providers in their referral system, the funding amount is \$60,000.

## 8. Programs Update

Kenneth Darity, Chief Programs Officer

Mr. Darity provided the program's update and asked Board members to complete the Site Visit Sign-up sheet for March. He congratulated Eric McClure and Delphine Brock on their promotions to Director. He then covered program highlights for each essential service category

including Communities in Schools which held a Robotics tournament, Special Needs - Cathedral Arts students won 1st place at the Crescendo Music Competition and will perform at Carnegie Hall, Pre-teen/Teen - an email was received from a former MYLAC student who was recently accepted into law school, KHA's Vendor Fair was recently held at the Emmett Reed Center, Hope and Healing Jax TBRI, Field Trip Enhancement and the average daily attendance for the School- Based OST sites.

## 9. CEO Report

Mike Weinstein, Chief Executive Officer

Mr. Weinstein mentioned that he has been working with the Council President to name our 2nd floor board room the Howard I. Korman Board Room. This process requires a resolution from the Council President and Mr. Weinstein provided examples of Mr. Korman's commitment to children and youth. Mr. Weinstein also obtained the Mayor's approval. City Council President, Terrance Freeman, mentioned his excitement to move forward with this initiative and really appreciated the support of KHA. Tyra Tutor then gave the Board an opportunity to make remarks. Ms. Tutor asked for public comments on this initiative, there were none. She then asked for a motion to approve this item:

Motion - Kevin Gay

Second: Marsha Oliver

The motion was approved unanimously 6-0.

Mr. Weinstein then explained that we are pursuing the Handle with Care program which notifies the school system that the child has experienced trauma, the City Council's Legislative Staff has asked KHA to help them with the Page program and Mock Council sessions. Ms. Tutor then asked the Representatives at the table to introduce themselves and they did so.

## 10. General Public Comment

Ms. Tutor asked for public comments. Vicki Waytovich asked that we consider adding youth engagement to our list of core values.

## 11. Next Steps and Meeting Schedule

Mr. Weinstein asked everyone to refer to the list of Tentative Meeting dates for April and mentioned that Dr. Wells will create a nominating committee which would allow the Board to hear recommendations for Chair and other Officers in June. Chairs can serve for two consecutive years which Dr. Wells has done so we will have new Officers in July. Mike asked the Board to send any scheduling conflicts to KHA within the next week or so. Mr. Gay asked

about the recapture process and Mr. Weinstein explained that we re-coup from the programs that haven't met the contract requirements and we also go after unspent dollars from previous years. The meeting was then adjourned by Ms. Tutor.

**KIDS HOPE ALLIANCE**  
**Operating Fund - With Year End Projections**  
**February 28, 2023**

|   | Original<br>Budget    | Current<br>Budget     | Actual<br>Year to Date | Remaining<br>Budget    | Full Year<br>Projection | Budget<br>Variance |
|---|-----------------------|-----------------------|------------------------|------------------------|-------------------------|--------------------|
| <b>REVENUES:</b>                        |                       |                       |                        |                        |                         |                    |
| Earnings on Investment                  | \$ 139,889            | \$ 139,889            | \$ 136,913             | \$ (2,976)             | \$ 139,889              | \$ -               |
| Miscellaneous                           | -                     | -                     | -                      | -                      | -                       | -                  |
| Transfer from Fund Balance              | -                     | -                     | -                      | -                      | -                       | -                  |
| Contributions from General Fund         | 44,601,284            | 45,001,284            | 22,700,642             | (22,300,642)           | 45,001,284              | -                  |
| <b>Total Revenues</b>                   | <b>\$ 44,741,173</b>  | <b>\$ 45,141,173</b>  | <b>\$ 22,837,555</b>   | <b>\$ (22,303,618)</b> | <b>\$ 45,141,173</b>    | <b>\$ -</b>        |
| <b>EXPENDITURES:</b>                    |                       |                       |                        |                        |                         |                    |
| Salaries and Benefits                   | \$ 4,676,664          | \$ 4,676,664          | \$ 1,721,859           | \$ 2,954,805           | \$ 4,226,381            | \$ 450,283         |
| Other Operating Expenses                | 934,916               | 934,916               | 425,474                | 509,442                | \$ 841,424              | \$ 93,492          |
| Internal Service Charges                | 917,091               | 917,091               | 300,515                | 616,576                | \$ 721,236              | \$ 195,855         |
| Capital Outlay                          | 2,041                 | 2,040                 | 2,039                  | 1                      | \$ 2,039                | \$ 1               |
| Grants and Aids                         | 45,954,192            | 45,186,652            | 13,389,745             | 31,796,907             | \$ 45,186,652           | -                  |
| Transfers                               | 941,892               | 2,109,432             | 1,576,079              | 533,353                | \$ 2,109,432            | -                  |
| <b>Total Expenditures</b>               | <b>\$ 53,426,796</b>  | <b>\$ 53,826,796</b>  | <b>\$ 17,415,712</b>   | <b>\$ 36,411,084</b>   | <b>\$ 53,087,164</b>    | <b>\$ 739,631</b>  |
| <b>Total Revenues Less Expenditures</b> | <b>\$ (8,685,623)</b> | <b>\$ (8,685,623)</b> | <b>\$ 5,421,843</b>    | <b>\$ 14,107,465</b>   | <b>\$ (7,945,991)</b>   | <b>\$ 739,631</b>  |
| Carryover - Prior Year Encumbrances     |                       | 8,685,623             |                        |                        |                         |                    |
| Budget Difference                       |                       | (0)                   |                        |                        |                         |                    |

Recapture funds in the amount of \$2,062,882 have rolled over to FY23 and now reflect in the Grants and Aids budget. Current Encumbrances total approximately \$20,000,000.



**KIDS HOPE ALLIANCE**

**Healthy Families Grant**

**Grant Period: July 1, 2022 to June 30, 2023**

**Report Period: July 1, 2022- February 28, 2023**

|   | <b>Current<br/>Budget</b> | <b>Actual<br/>Year to Date</b> | <b>Encumbered<br/>Year to Date</b> | <b>Remaining<br/>Budget</b> |
|---|---------------------------|--------------------------------|------------------------------------|-----------------------------|
| <b>REVENUES:</b>                        |                           |                                |                                    |                             |
| Intergovernmental Revenue               | \$ 1,094,500              | \$ 258,660                     | \$ -                               | \$ (835,840)                |
| Contributions from Other Funds          | 940,500                   | 940,500                        | -                                  | -                           |
| <b>Total Revenues</b>                   | <b>\$ 2,035,000</b>       | <b>\$ 1,199,160</b>            | <b>\$ -</b>                        | <b>\$ (835,840)</b>         |
| <b>EXPENDITURES:</b>                    |                           |                                |                                    |                             |
| Salaries and Benefits                   | \$ 169,584                | \$ 90,203                      | \$ -                               | \$ 79,382                   |
| Internal Service Charges                | 11,164                    | 6,850                          | -                                  | 4,314                       |
| Other Operating Expenses                | 86,886                    | 76                             | -                                  | 86,810                      |
| Capital Outlay                          | 1,000                     | -                              | -                                  | 1,000                       |
| Grants and Aids                         | 1,752,000                 | 422,895                        | 1,329,105                          | 0                           |
| Indirect Costs                          | 14,366                    | 7,194                          | -                                  | 7,172                       |
| <b>Total Expenditures</b>               | <b>\$ 2,035,000</b>       | <b>\$ 527,218</b>              | <b>\$ 1,329,105</b>                | <b>\$ 178,678</b>           |
| <b>Total Revenues Less Expenditures</b> | <b>\$ (0)</b>             | <b>\$ 671,943</b>              | <b>\$ (1,329,105)</b>              | <b>\$ (657,162)</b>         |

Purpose of Grant:

An evidence-based, voluntary home visitation program proven to prevent child abuse/neglect for Jacksonville's highest at-risk families.

Additional Information:

At the time of this report, expenses captured for CHS are only through December 2022.

## KIDS HOPE ALLIANCE

### SAMHSA - JSOCC

Grant Period: September 30, 2022 to September 29, 2023

Report Period: September 30, 2022- February 28, 2023

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|   | <b>Current<br/>Budget</b> | <b>Actual<br/>Year to Date</b> | <b>Encumbered<br/>Year to Date</b> | <b>Remaining<br/>Budget</b> |
|---|---------------------------|--------------------------------|------------------------------------|-----------------------------|
| <b>REVENUES:</b>                        |                           |                                |                                    |                             |
| Intergovernmental Revenue               | \$ 1,000,000              | \$ 8,481                       | \$ -                               | \$ (991,519)                |
| Intrafund Transfer                      | 75,000                    | 75,000                         | -                                  | -                           |
| <b>Total Revenues</b>                   | <b>\$ 1,075,000</b>       | <b>\$ 83,481</b>               | <b>\$ -</b>                        | <b>\$ (991,519)</b>         |
| <b>EXPENDITURES:</b>                    |                           |                                |                                    |                             |
| Salaries and Benefits                   | \$ 74,500                 | \$ 12,387                      | \$ -                               | \$ 62,113                   |
| Internal Service Charges                | 500                       | -                              | -                                  | 500                         |
| Grants and Aids                         | 1,000,000                 | -                              | 1,000,000                          | -                           |
| <b>Total Expenditures</b>               | <b>\$ 1,075,000</b>       | <b>\$ 12,388</b>               | <b>\$ 1,000,000</b>                | <b>\$ 62,612</b>            |
| <b>Total Revenues Less Expenditures</b> | <b>\$ -</b>               | <b>\$ 71,093</b>               | <b>\$ (1,000,000)</b>              | <b>\$ (928,907)</b>         |

Purpose of Grant:

The purpose of this grant is to improve mental health outcome and youth with serious emotional disturbance (SED) and their families.

Additional Information:

Contract with Managed Access was not fully executed until mid-February. Reimbursements totaling \$245,216.80 will be reflected in March.

**KIDS HOPE ALLIANCE**

**SAMHSA - reCAST**

**Grant Period: September 30, 2022 to September 29, 2023**

**Report Period: September 30, 2022- February 28, 2023**

|   | <b>Current<br/>Budget</b> | <b>Actual<br/>Year to Date</b> | <b>Encumbered<br/>Year to Date</b> | <b>Remaining<br/>Budget</b> |
|---|---------------------------|--------------------------------|------------------------------------|-----------------------------|
| <b>REVENUES:</b>                        |                           |                                |                                    |                             |
| Intergovernmental Revenue               | \$ 1,000,000              | \$ 118,045                     | \$ -                               | \$ (881,955)                |
| Intrafund Transfer                      | -                         | -                              | -                                  | -                           |
| <b>Total Revenues</b>                   | <b>\$ 1,000,000</b>       | <b>\$ 118,045</b>              | <b>\$ -</b>                        | <b>\$ (881,955)</b>         |
| <b>EXPENDITURES:</b>                    |                           |                                |                                    |                             |
| Salaries and Benefits                   | 40,000                    | 11,162                         | -                                  | 28,838                      |
| Grants and Aids                         | 960,000                   | 188,632                        | 771,368                            | -                           |
| <b>Total Expenditures</b>               | <b>\$ 1,000,000</b>       | <b>\$ 199,794</b>              | <b>\$ 771,368</b>                  | <b>\$ 28,838</b>            |
| <b>Total Revenues Less Expenditures</b> | <b>\$ -</b>               | <b>\$ (81,749)</b>             | <b>\$ (771,368)</b>                | <b>\$ (853,117)</b>         |

Purpose of Grant:

The purpose of this grant is to improve behavioral health, empower community residents, reduce trauma, and sustain community change for high-risk youth and their families.

Additional Information:

An invoice for the February payment has been created in March which will increase the revenue to equal the expense.

## KIDS HOPE ALLIANCE

### Comprehensive Anti-gang Youth Program

Grant Period: October 1, 2022 to September 30, 2023

Report Period: October 1, 2022- February 28, 2023

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|   | <b>Current<br/>Budget</b> | <b>Actual<br/>Year to Date</b> | <b>Encumbered<br/>Year to Date</b> | <b>Remaining<br/>Budget</b> |
|---|---------------------------|--------------------------------|------------------------------------|-----------------------------|
| <b>REVENUES:</b>                        |                           |                                |                                    |                             |
| Intergovernmental Revenue               | \$ 162,865                | \$ -                           | \$ -                               | \$ (162,865)                |
| Interfund Transfer                      | \$ 67,040                 | \$ 67,040                      |                                    | \$ -                        |
| <b>Total Revenues</b>                   | <b>\$ 229,905</b>         | <b>\$ 67,040</b>               | <b>\$ -</b>                        | <b>\$ (162,865)</b>         |
| <b>EXPENDITURES:</b>                    |                           |                                |                                    |                             |
| Salaries and Benefits                   | 80,875                    | 19,481                         | -                                  | 61,394                      |
| Other Operating Expenses                | -                         | -                              |                                    | -                           |
| Grants and Aids                         | 149,030                   | 35,745                         | 113,285                            | -                           |
| <b>Total Expenditures</b>               | <b>\$ 229,905</b>         | <b>\$ 55,226</b>               | <b>\$ 113,285</b>                  | <b>\$ 61,394</b>            |
| <b>Total Revenues Less Expenditures</b> | <b>\$ -</b>               | <b>\$ 11,814</b>               | <b>\$ (113,285)</b>                | <b>\$ (101,471)</b>         |

Purpose of Grant:

The purpose of this grant is to provide intervention in three areas: community mobilization, opportunities provision, and social interventions.

Additional Information:

A drawdown on revenue will be done once access to the ASAP system is granted.

**KIDS HOPE ALLIANCE**  
**Criminal Justice Reinvestment Grant**  
**Grant Period: October 1, 2022 to September 30, 2023**  
**Report Period: October 1, 2022- February 28, 2023**

|   | <b>Current<br/>Budget</b> | <b>Actual<br/>Year to Date</b> | <b>Encumbered<br/>Year to Date</b> | <b>Remaining<br/>Budget</b> |
|---|---------------------------|--------------------------------|------------------------------------|-----------------------------|
| <b>REVENUES:</b>                        |                           |                                |                                    |                             |
| Intergovernmental Revenue               | \$ 400,000                | \$ 97,000                      | \$ -                               | (303,000)                   |
| Interfund Transfer                      | \$ 85,000                 | \$ 85,000                      | \$ -                               | -                           |
| <b>Total Revenues</b>                   | <b>\$ 485,000</b>         | <b>\$ 182,000</b>              | <b>\$ -</b>                        | <b>(303,000)</b>            |
| <b>EXPENDITURES:</b>                    |                           |                                |                                    |                             |
| Salaries and Benefits                   | 44,134                    | 12,400                         | -                                  | 31,734                      |
| Grants and Aids                         | 440,866                   | 79,411                         | 361,455                            | -                           |
| <b>Total Expenditures</b>               | <b>\$ 485,000</b>         | <b>\$ 91,811</b>               | <b>\$ 361,455</b>                  | <b>\$ 31,734</b>            |
| <b>Total Revenues Less Expenditures</b> | <b>\$ -</b>               | <b>\$ 90,189</b>               | <b>\$ (361,455)</b>                | <b>\$ (271,266)</b>         |

Purpose of Grant:

The purpose of this grant is to provide services for youth who reside in Duval County with Substance Abuse and mental health problems that are at risk for entry into the criminal or juvenile justice systems.

Additional Information:

1st quarter payment was reduced by \$3000 due to 3 performance measure targets being missed by provider. However, provider has the opportunity to recoup the 3K for the targets they meet in the next quarter. Any earn back would have to be done via a supplemental invoice next quarter.

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**BOARD ACTION ITEM: SINGLE SOURCE CONTRACTS****ESSENTIAL SERVICES CATEGORY: EARLY LEARNING & SPECIAL NEEDS**

- GOVERNANCE MEETING:** **APRIL 3, 2023**
- FINANCE MEETING:** **APRIL 5, 2023**
- BOARD MEETING:** **APRIL 12, 2023**

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**TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**  
**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

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**REQUESTED ACTION:**

The Board is asked to:

- 1) Approve new contracts based on the Procurement Single Source code for the following programs, from July 1, 2023 – June 30, 2024, in the amount of \$355,000.

| <i>ESC</i> | <i>AGENCY</i>  | <i>PROGRAM</i>                   | <i>CONTRACT<br/>START<br/>DATE</i> | <i>1<sup>ST</sup> YEAR<br/>CONTRACT<br/>END DATE</i> | <i>FUNDING</i> |
|------------|--|----------------------------------|------------------------------------|--|----------------|
| EL         | Business Leadership Institute for Early Learning, Inc.               | National Accreditation Program   | 7/1/2023                           | 6/30/2024  | \$175,000      |
| EL         | Jacksonville Public Education Fund                                   | Campaign for Grade Level Reading | 7/1/2023                           | 6/30/2024  | \$100,000      |
| SN         | The Allison Brundick Haramis Foundation, Inc. dba Angels for Allison | Burial Cost                      | 7/1/2023                           | 6/30/2024  | \$80,000       |
| Total      |  |                                  |                                    |  | \$355,000      |

- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.
- 3) Authorize funding for three (3) subsequent years to align the City with KHA's standardized contract terms; Single Source contracts require annual renewal by the City of Jacksonville Procurement department; however, KHA funding will remain consistent with the Board's approval of (1) and (2) above. Each subsequent year's option will be based on an evaluation of the effectiveness of the prior year.

**NARRATIVE:**

The above program services provided by listed agencies have operated successfully for the past three years. The continuation of the programming can only be efficiently performed by the listed agency due to the specialized nature of the services. Therefore, the services are classified as Single Source and may be approved in accordance with the Procurement Single Source Code and procedures set forth herein without competition.

A brief overview of each program is provided in the attached document.

**FISCAL IMPACT:**

The providers listed above will receive funding as indicated above or up to a 10% increase, as necessary. KHA may reduce contracts accordingly depending on reduced need or unspent funds.

**OPTIONS:**

- Vote to approve action items.
- Decline to approve action items.
- Vote to approve action items with amendments. If checked, the following amendment to the item is approved:

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Board Secretary Signature: \_\_\_\_\_  
*(in the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)*

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**BOARD ACTION ITEM: CONTRACT EXEMPTIONS**

**ESSENTIAL SERVICES CATEGORY: EARLY LEARNING, OST, JUVENILE JUSTICE, SPECIAL NEEDS**

- GOVERNANCE MEETING:** APRIL 3, 2023
- FINANCE MEETING:** APRIL 5, 2023
- BOARD MEETING:** APRIL 12, 2023

**TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**  
**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

**REQUESTED ACTION:**

The Board is asked to:

- 1) Approve new contracts based on Procurement exemptions for the following programs. These exemptions are for the first year contract dates listed in the chart below for the 2022-2023 and 2023-2024 budget years. The first year amount is \$3,705,209 and for subsequent years (contracts will be pro-rated the first year) in the amount of \$4,446,250, with up to three (3) annual renewal options. Each subsequent year’s option will be based on an evaluation of the effectiveness of the prior year.

| <i>ESC</i> | <i>AGENCY</i>   | <i>PROGRAM</i>  | <i>CONTRACT START DATE</i> | <i>1<sup>st</sup> YEAR CONTRACT END DATE</i> | <i>10 Month FUNDING (if applicable)</i> | <i>12 Month FUNDING</i> | <i>Corresponding Exemption #</i> |
|------------|---|---|----------------------------|--|---|-------------------------|----------------------------------|
| EL         | Early Learning Coalition of Duval, Inc.                                 | Childcare Enhancement Workforce Development and Childcare Match | 7/1/2023                   | 6/30/2024                                    |   | \$3,000,000             | 7                                |
| EL         | Lutheran Services Florida, Inc.   | EduCare   | 5/1/2023                   | 4/30/2024                                    |   | \$200,000               | 7                                |
| OST        | Boys and Girls Club of Northeast Florida, Inc.                          | Nutrition Program   | 6/1/2023                   | 5/31/2024                                    |   | \$506,250               | 8                                |
| JJ         | The District Board of Trustees of Florida State College of Jacksonville | Teen Violence Prevention Academy                                | 8/1/2023                   | 5/31/2024                                    | \$241,667                               | \$290,000               | 6                                |
| SN         | Hope Street, Inc.   | TBRI Training   | 8/1/2023                   | 5/31/2024                                    | \$229,167                               | \$275,000               | 5                                |
| SN         | Youth Crisis Center, Inc.   | Residential Care Center   | 8/1/2023                   | 5/31/2024                                    | \$145,833                               | \$175,000               | 5                                |
| Total      |   |   |                            |  | \$3,705,209                             | \$4,446,250             |                                  |



- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.

**NARRATIVE:**

The above program services provided by listed agencies have operated successfully for the past three years. Programming can be continued through a Procurement exemption from competitive solicitation as outlined in Section VII of the City of Jacksonville’s Procurement Manual; October 2020, because the services meet one of the following exemption criteria:

- (5) Prevention services related to mental health, including drug abuse prevention programs, child abuse prevention programs, and shelters for runaways, operated not-for-profit corporations. (In acquiring such services, the ability of the vendor, past performance, willingness to meet time requirements and price shall be considered in an effort to obtain the highest quality services at the greatest economic value to the City.);
- (6) Supplies or services or commodities provided by governmental entities or agencies;
- (7) Supplies or services to be provided by those specifically prescribed within authorizing legislation that appropriates the same;
- (8) Supplies or services procured utilizing General Services Administration, State of Florida, and other contracts and agreements that have been competitively procured, awarded, and contracted by a federal, state, municipal, county, or local governmental entity, body politic or using agency, provided that said procurement is not otherwise prohibited by law.

Although KHA will attempt to execute these contracts using the exemption method, they are a sole source for the type of service they are provided. By using the exemption method rather than sole source, KHA is able to create these contracts for multiple years rather than one year at a time. If an exemption request is not approved by procurement, a sole source request will be issued instead.

A brief overview of each program is provided in the attached document.

**FISCAL IMPACT:**

These providers will receive funding as indicated above or up to a 10% increase, as necessary. KHA may reduce contracts accordingly depending on reduced need or unspent funds.

**OPTIONS:**

- Vote to approve action items.
- Decline to approve action items.
- Vote to approve action items with amendments. If checked, the following amendment to the item is approved:

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Board Secretary Signature: \_\_\_\_\_  
*(in the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)*

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Description of Single Source & Exemption  
Programs For KHA Board Action – April 2023

| Agency   | Project   | ESC | 12 Month Funding Amount | Description  |
|--|---|-----|-------------------------|--|
| Business Leadership Institute for Early Learning, Inc. (BLI)                   | National Accreditation Program                                  | EL  | \$175,000               | BLI provides direct services for the participants in the Accreditation Academy initiative. The initiative is designed to increase access to high quality programs by families in areas of greatest needs. This model takes an early learning childcare business owner/ operator through the seamless process of business development and national accreditation to build business sustainability and high-quality childcare performance-based results. |
| Early Learning Coalition of Duval, Inc. (ELC)                                  | Childcare Enhancement Workforce Development and Childcare Match | EL  | \$3,000,000             | ELC provides scholarships for families (child care match funds, childcare enhancements, foster care family. ineligible families, post vpk summer, incentives, programs in the accreditation initiative), family engagement, Help Me Grow, and Workforce Development.   |
| Jacksonville Public Education Fund (JPEF)                                      | Campaign for Grade Level Reading                                | EL  | \$100,000               | JPEF serves as the convening agency to operationalize a wide-ranging community effort to address literacy disparities, ignite action and accelerate local progress to improved outcomes.   |
| Lutheran Services Florida, Inc.  | Educare   | EL  | \$200,000               | Lutheran Services Florida, Inc. will participate in intensive training to become an EduCare inspired center so they can continue to provide quality early learning experiences for families of children ages birth-5. Lutheran Services Florida, Inc. provides high quality teachers with CDAs and post secondary degrees, trainings and professional development opportunities, family engagement and mental health services.                         |
| The District Board of Trustees of Florida State College of Jacksonville (FSCJ) | Teen Violence Prevention Academy                                | JJ  | \$290,000               | FSCJ will lead a dynamic initiative called FSCJ CareerConnect. FSCJ CareerConnect will work towards the overall goal of getting youth out of the juvenile justice system and into a career.  |
| Boys and Girls Club of Northeast Florida, Inc. (BGCNF)                         | Nutrition Program   | OST | \$506,250               | BGCNF is the recipient of the Child Care Food Program (CCFP) grant, KHA will provide matching funds for meals (snack, supper, and summer lunch)  |

Description of Single Source & Exemption  
Programs For KHA Board Action – April 2023

|   |                         |     |           |   |
|---|-------------------------|-----|-----------|---|
| Goodwill Industries of North Florida, Inc.                          | MYLAC                   | PTT | \$102,000 | Goodwill Industries of North Florida will manage scholarships and meeting support for the Mayor’s Young Leaders Advisory Council. The council’s primary purpose is to promote youth civic engagement in their communities.  |
| Goodwill Industries of North Florida, Inc.                          | Take Stock in Children  | PTT | \$102,000 | The project goal is to ensure all Take Stock in Children students are progressing towards high school graduation and are prepared to transition to post-secondary education.  |
| Hope Street, Inc.   | TBRI Training           | SN  | \$275,000 | Serves as the backbone agency for the Hope& Healing JAC (H&HJ). All TBRI and Trauma Informed work delivered by Hope Street falls under the objectives of H&HJ TBRI Practitioners will deliver community based Trauma Informed Care and TBRI trainings/coaching.   |
| The Allison Brundick Haramis Foundation, Inc dba Angels for Allison | Burial Cost             | SN  | \$80,000  | Through our partnership we assist with payments for funeral costs in the event that a child or youth is deceased and the family does not have other means to pay.<br>Through providing funding for these services, the stress of costs associated with a funeral and burial will be lifted from grieving families, allowing space for the family and community to honor the child.                            |
| Youth Crisis Center, Inc. (YCC)                                     | Residential Care Center | SN  | \$175,000 | YCC will offer immediate intervention in crises situations while at the same time giving parents and other caregivers the tools, resources, and support needed to develop a strong and lasting family system to deal with future issues. Youth and families receive counseling services, weekly treatment team meetings and psycho-educational group counseling, case management and advocacy for the family. |

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**BOARD ACTION ITEM:** GRANT APPLICATION: CHILDREN’S MENTAL HEALTH INITIATIVE (CMHI)

**CATEGORY:** SPECIAL NEEDS

- GOVERNANCE MEETING: APRIL 3, 2023
- FINANCE MEETING: APRIL 5, 2023
- BOARD MEETING: APRIL 12, 2023

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**TO:** KIDS HOPE ALLIANCE BOARD OF DIRECTORS  
**FROM:** MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

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**REQUESTED ACTION:**

The Board is asked to:

- 1) Approve the application for the Substance Abuse and Mental Health Services Administration (SAMHSA) FY 2023 Grants for Expansion and Sustainability of the Comprehensive Community Mental Health Services for Children with Serious Emotional Disturbances, Short Title: Children’s Mental Health Initiative (CMHI).
- 2) If awarded, authorize the CEO of Kids Hope Alliance to execute a grant contract with the funder and all other documents necessary to comply with grant requirements, including any sub-contracts identified in the grant proposal.

**NARRATIVE:**

The purpose of this program is to provide resources to improve the mental health outcomes for children and youth, birth through age 21, at risk for or with serious emotional disturbances (SED), and their families. This program supports the implementation, expansion, and integration of the System of Care (SOC) approach by creating sustainable infrastructure and services that are required as part of the Comprehensive Community Mental Health Services for Children and their Families Program (also known as the Children’s Mental Health Initiative or CMHI). With this program, the funder (the Substance Abuse and Mental Health Services Administration (SAMHSA)) intends to prepare children and youth at risk for or with SED for successful transition to adulthood and assumption of adult roles and responsibilities.

CREATE (Co-designing Rich Environments for All to Thrive Everyday), will address three priority populations of children identified children and youth with special health care needs, those transitioning from pediatric to adult care, and others experiencing difficulties. CREATE will combine evidence-based System of Care (SOC) principles, with those of Population Health and Child Rights, to establish a model that integrates clinical care, community systems development, and policy generation as a strategy to advance health equity among these marginalized at-risk for SED. Two-thousand children and youth will be served by the end of the four-year grant.

The grant will be in collaboration with Partnership for Child Health, Daniel Memorial, Child Guidance Center, Gateway Services, Jewish Family and Community Services, Sulzbacher Village Pediatric Health

Center, and University of Florida / Jacksonville - Division of Child and Adolescent Psychiatry and other community providers.

The grant application is due March 21, 2023.

**FISCAL IMPACT:**

\$1,000,000.00 funding over one (1) year for four years. In-kind or cash match is required: Years 1 - 3: \$1 for each \$3 of federal funds; Year 4: \$1 for each \$1 federal funds. KHA is providing \$75,000 in cash match and \$88,811 in-kind match for office space each year. The in-kind match for space may fluctuate based on an annual evaluation of the building. The remainder of the match is being met in-kind through the Partnership for Child Health.

**OPTIONS:**

- Vote to approve action items.
- Decline to approve action items.
- Vote to approve action items with amendments. If checked, the following amendment to the item is approved:

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Board Secretary Signature: \_\_\_\_\_

*(in the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)*

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment A

Funding Opportunity Name: Grants for Expansion and Sustainability of the Comprehensive Community Mental Health Services for Children with Serious Emotional Disturbances, Short Title: Children’s Mental Health Initiative (CMHI) Date: 2/2/2023

Deadline(s): 3/21/2023

Size of Award: \$1,000,000 x 4 years

Required Match Needed? Yes If yes, amount and funding: In-kind or cash match is required: Years 1 - 3: \$1 for each \$3 of federal funds; Year 4: \$1 for each \$1 federal funds. KHA is providing \$75,000 in cash match and \$88,811 in-kind match for office space. The remainder of the match is being met in-kind through the Partnership for Child Health. 10902.191040.181307.381920.000000.00000000.10901.0000000

Enhancement Funding Needed? No If yes, amount and funding Index Code:

| <b>Prioritized Checklist for Reviewing a Grant Application</b> |   |            |           |               |
|--|---|------------|-----------|---------------|
| <b>Category</b>  | <b>Assessment Question</b>  | <b>Yes</b> | <b>No</b> | <b>Unsure</b> |
| <b>Purpose</b>   | Is there a close match between KHA’s mission and experience and the funding agency’s purpose for providing this grant?  | X          |           |               |
|  | Is the grant consistent with KHA’s Essential Services Plan?   | X          |           |               |
| <b>Eligibility</b>   | Is KHA (a government entity) eligible to apply for this opportunity? Is applying for this grant within the authority given to KHA in Chapter 77 of the City of Jacksonville’s Ordinance Code? | X          |           |               |
|  |   |            |           |               |
| <b>Competing Community Partners</b>                            | Is there a community organization that is applying for this grant or eligible for this opportunity that would be a better fit than KHA?   |            | X         |               |
| <b>Deadline</b>  | Is the time between now and the deadline sufficient for KHA to prepare the grant proposal?  | X          |           |               |
| <b>Funding Amount/ ROI</b>                                     | Can KHA fit the budget for the proposed program between the funding floor (minimum grant allowed) and the funding ceiling (maximum award)?  | x          |           |               |
|  | Is the grant award adequate for the investment?   | x          |           |               |
| <b>Matching Requirements</b>                                   | Can KHA meet any matching funds requirement?  | X          |           |               |
|  | May in-kind contributions count toward the match?   |            |           |               |
| <b>Number of Awards</b>  | Is the number of anticipated awards high enough that KHA is likely to be competitive?   | X          |           |               |
| <b>Partnering Requirements</b>                                 | Does KHA have time to establish relationships or do we have existing relationships with required partners or are we members of an eligible coalition?   | X          |           |               |
| <b>Level of Staffing Available</b>                             | Does KHA have the resources and expertise (and are there sufficient funds allowed in the grant budget) to manage the grant program expected by the funding agency?                            | X          |           |               |
|  | If not, does the grant provide funding for additional resources?  |            |           |               |
| <b>Regularity of Competition</b>                               | Will KHA have another opportunity to apply for this program in the future if we decide not to pursue it now?  |            |           | X             |
| <b>Technical Assistance</b>                                    | Will there be a workshop or webinar offered by the funding agency to help applicants know how to apply?   | X          |           |               |
| <b>Prior Experience</b>  | Will a new applicant receive as many points as applicants with previous grants or prior experience?   | N/A        |           |               |
| <b>Priority/Bonus Points</b>                                   | Can we meet any required or optional competitive preference priorities or otherwise earn bonus points?  | N/A        |           |               |
| <b>Agencies/Providers</b>                                      | Are there any other agencies/ providers currently offering these services?  |            | X         |               |

Attachment A

|                     |  |      |
|---------------------|--|------|
| <b>Youth Served</b> | How many children and/or youth will be served? | 2000 |
|---------------------|--|------|

Decision to Write This Proposal:  Yes, pursue  No, do not Pursue

Notes:  This grant will compliment the current System of Care.

Approved by: Dr. Saralyn Grass Date: March 1, 2023

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**BOARD ACTION ITEM: SINGLE SOURCE CONTRACTS****ESSENTIAL SERVICES CATEGORY: PRETEEN/TEEN**

- GOVERNANCE MEETING:** **APRIL 3, 2023**
  - FINANCE MEETING:** **APRIL 5, 2023**
  - BOARD MEETING:** **APRIL 12, 2023**
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**TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS**  
**FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER**

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**REQUESTED ACTION:**

The Board is asked to:

- 1) Approve new contracts based on the Procurement Single Source code for the following programs, from August 1, 2023– May 31, 2024, in the approximate amount of \$170,000 for the first year and \$204,000 for subsequent years.

| <i>ESC</i> | <i>AGENCY</i>                              | <i>PROGRAM</i>         | <i>CONTRACT START DATE</i> | <i>1<sup>st</sup> Year CONTRACT END DATE</i> | <i>10 Month FUNDING</i> | <i>12 Month FUNDING</i> |
|------------|--|------------------------|----------------------------|--|-------------------------|-------------------------|
| PTT        | Goodwill Industries of North Florida, Inc. | MYLAC                  | 8/1/2023                   | 5/31/2024                                    | \$85,000                | \$102,000               |
| PTT        | Goodwill Industries of North Florida, Inc. | Take Stock in Children | 8/1/2023                   | 5/31/2024                                    | \$85,000                | \$102,000               |
| Total      |  |                        |                            |  | \$170,000               | \$204,000               |

- 2) Authorize the CEO to execute contracts in the amounts above with up to a 10% increase variance and any other documents necessary to accomplish the purposes of the approval in (1) above.
- 3) Authorize funding for three (3) subsequent years to align with KHA’s standardized contract terms; Single Source contracts require annual renewal by the City of Jacksonville’s Procurement department; however, KHA funding will remain consistent with the Board’s approved funding amount. Each subsequent year’s option will be based on an evaluation of the effectiveness of the prior year’s results.

**NARRATIVE:**

The above program services, provided by listed agencies, have operated successfully for the past three years. The continuation of programming can only be efficiently performed by the listed agency due to the specialized nature of their services. Therefore, the services are classified as Single Source and



may be approved in accordance with the Procurement Single Source Code and procedures set forth herein without competition.

A brief overview of each program is provided in the attached document.

**FISCAL IMPACT:**

The providers will receive funding as indicated above or up to a 10% increase, as necessary. KHA may reduce contracts accordingly depending on reduced need or unspent funds.

**OPTIONS:**

- Vote to approve action items.
- Decline to approve action items.
- Vote to approve action items with amendments. If checked, the following amendment to the item is approved:

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Board Secretary Signature: \_\_\_\_\_  
*(in the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)*

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_