



## KIDS HOPE ALLIANCE

The Jacksonville Partnership  
for Children, Youth & Families

### KIDS HOPE ALLIANCE BOARD MEETING AGENDA

Wednesday, April 21<sup>st</sup>, 2021

10:00 AM

Jacksonville Public Library / <https://us02web.zoom.us/j/86960181652>

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**KIDS HOPE ALLIANCE**

The Jacksonville Partnership  
for Children, Youth & Families

**HYBRID BOARD MEETING MINUTES**

**Wednesday, March 17<sup>th</sup>, 2021**

**10:00 AM**

**Jacksonville Public Library /**

<https://zoom.us/j/94858344807>

Members Present: Kevin Gay (Chairman), Dr. Barbara Darby, Tyra Tutor, Dr. Marvin Wells, Rose Conry, Rebekah Davis, Donna Orender (virtual)

Members Absent: None

Liaisons Present: Laura Lothman Lambert, Dr. Dana Kriznar, Johnny Gaffney, LeAnna Cumber, Diane Johnson

Liaisons Absent: JSO Designee

**1. INTRODUCTIONS AND INSTRUCTIONS**

Kevin Gay

Chairman Kevin Gay called the meeting to order at 10:08.

The Chairman asked for a vote on exceptional circumstances due to Covid-19 to allow board member Donna Orender to conduct business virtually.

Motion: Tyra Tutor

Seconded: Rose Conry

Passed 6-0

Comments: Chairman Gay welcomed everyone and gave updates on initiatives that KHA has been a part of in the community; including interviews by local media conducted by Mike Weinstein, and local community events being held at KHA's building. He also reminded everyone attending physically to social distance, and wear masks when not speaking.

**2. APPROVAL OF THE MINUTES**

Motion: Dr. Barbara Darby with suggested edits

Seconded: Tyra Tutor

Passed Unanimously

**3. JANUARY FINANCE REPORT**

Tyra Tutor

Comments: Finance Chair Tyra Tutor walked through the January Finance Report and brought up the end of year financial report for the fiscal year of 19/20 which has yet to close. She hopes that the books will close for a report to be made to the full board next month. Chairman Gay asked if Mrs. Tutor felt comfortable with the amount of dollars we have spent this year, and Mrs. Tutor said that she had met with staff who were confident that they would be able to spend our allocated budget this year.

**4. NEW BUSINESS**

**Action Items:** *(open for public comments prior to vote)*

KHA Staff Member Dae Lynn Helm said that the item before them is a grant application, but the grant has been deleted from the federal opportunities. Staff is not sure if the grant is still available, but staff is still seeking approval in case the grant is re-posted. Mrs. Helm read the action item for the Strategies to Support Children Exposed to Violence Grant offered by the Office of Juvenile Justice and Delinquency. After reading the item, Mike Weinstein commented that if the grant is not re-posted like the staff expects, this will be something KHA will look at very carefully to do ourselves. Dr. Saralyn Grass mentioned that the staff will let the Board know the status of the grant. Donna Orender moved the item and Dr. Darby seconded. Chairman Gay asked if there was a proposed number served, Dr. Grass responded saying there is no minimum youth served in the current model because each student can be served and that KHA could use a different model if needed. Dr. Dana Kriznar added that DCPS Superintendent Dr. Diana Greene will be talking to JSO tomorrow (March 18th) about this grant. Public Comment was made from Stanley Scott regarding JSO, DCPS, and the idea that the program should be presented to the community. Chairman Gay asked for greater collaboration from partner organizations and the community. Public Comment was made from Dr. Nahshon Nicks regarding epigenetic trauma. He stated that there are community programs doing this work, and that greater collaboration can help. He supports the grant and the initiative. Dr. Darby asked if the grant were awarded if that would preclude community organizations involvement. Dr. Grass responded that it did not preclude us from doing so and that it was KHA’s intent to include community organizations. KHA Staff Member Katoia Wilkins mentioned that KHA is aware of disproportionalities and unintended consequences, and that she recommends having the NAACP as a partner on the initiative. The item passed Unanimously

- C.E.O. Delegation to C.A.O.

Mike Weinstein

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Mike Weinstein gave background on the item, that the Board approved a similar item months ago, but because of the re-organization effort Dr. Saralyn Grass’ title has changed, and that Office of General Counsel recommend this item. The motion passed unanimously.

- KHA Policy: C.E.O. Contract Delegation Authority

Mike Weinstein

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Mike Weinstein explained that the item was amended to reflect the comments made at the February Board Meeting. Dr. Darby made the motion and Mrs. Conry seconded it. Dr. Darby thanked staff for addressing the Board’s discussion from last month. Mrs. Tutor asked if there was a dollar limit built into item 8 on the item. Mrs. Weinstein explained that the item still has all other limitations based on KHA’s prior obligations. Dr. Darby mentioned that this would still require a notification sent to the Board at the next meetings. Mike Weinstein offered an amendment to require the C.E.O. communicate these actions to the Finance Committee chair, and the Board chair. Dr. Darby made an amendment on the motion. Mrs. Orender seconded. Mrs. Orender commended the staff on incorporating feedback and streamlining processes. The amendment passed 7-0. The item then passed unanimously.

## 5. BOARD DISCUSSION

- 2021 Board Presentation Topics Schedule

Travis Williams

Travis Williams presented on the results of a survey that was given to the Board regarding priorities of presentations from providers, strategic planning/policy topics/ and liaisons. Dr. Wells recommended that staff offer and facilitate visits to providers. Mr. Williams thanked Dr. Wells for his comments and added that a goal of KHA is to increase proximity of our Board and our community and the Covid-19 pandemic disrupted those goals. When sites open more, staff will help facilitate site visits. Dr. Darby asked which category small providers would fall into. Mr. Weinstein mentioned that KHA has had multiple academies for small providers and how KHA is dedicated to building capacity for these small providers. Chairman Gay responded saying that we need to continue to build greater capacity for small providers, but also how do we measure the

capacity building. Mr. Williams said that he believes KHA will be able to provide a full report on the small provider academy pilot. Dr. Darby raised concerns about the obstacles of small providers and how we mitigate these obstacles. Chairman Gay asked if after a report is produced, if staff could call a meeting with the small providers and provide a feedback loop.

## 6. CEO REPORT

Mike Weinstein

- Organizational Structure
- FY21/22 Budget

Mike Weinstein made a presentation on the KHA re-organization as well as the 20/21 KHA budget. He filled the Board in on KHA's efforts at piloting the COJ's new "contract library" system. Chairman Gay said how important it was to be able to show how effective our programs are. Mr. Weinstein mentioned that KHA has an RFP for research, and how KHA has ongoing research initiatives with DCPS in that KHA will have longitudinal data. Rose Conry spoke on how she was the Board's point of contact during the re-organization process and how this will help us serve our providers better. Dr. Darby thanked Mr. Weinstein for the overarching presentation to the Board and that it was very helpful. Dr. Marvin Wells spoke on the importance of providing the providers and children everything that they need to be successful. Dr. Wells stated that he was comfortable with the reorganization. Chairman Gay asked if KHA is doing enough to receive feedback from our customers and if we can do more for them. Mr. Weinstein mentioned that there are multiple surveys sent to gain feedback from providers, and that he will talk with Dr. Kriznar on gaining feedback from Principals. Chairman Gay asked about the independent evaluation of KHA that Mr. Weinstein mentioned. Mr. Weinstein said that it will be dependent on each program's specific structure, and Mr. Weinstein mentioned that a similar presentation was given to all KHA providers. Mr. Weinstein told the Board that the staff will present to the Board in April a recommendation of KHA's budget. Dr. Darby mentioned the importance of data in the conversations on allocations of funding. Mr. Weinstein agreed and said he would bring all information that the staff has to the Board to aid their decisions.

Dr. Grass brought to the Board's attention that KHA has received dollars to fund two programs from City Council's Social Justice and Community Investment Committee. These two programs are a Teen Court program and an afterschool and summer program at Clanzel Brown. Chairman Gay asked if youth that go through Teen Court will still have anything on their record. Dr. Grass confirmed that if they completed the program, they would have nothing on their record. Dr. Darby asked for data from this program moving program. Board Liaison Laura Lambert from the State Attorney's Office mentioned that the data is online, and that youth arrests are down since 2017. She commended JSO Officers for their discretion in giving citations versus arrests. Chairman Gay commended the collaboration between KHA's partners.

## 7. PUBLIC COMMENTS

Stanley Scott made a public comment, asking KHA to refer to people as taxpayers and not customers. Mr. Scott made comments about the quality of Jacksonville and how things are not good in Jacksonville. Mr. Scott made comments regarding the Social Justice and Community Investment Committee. Mr. Scott made comments about excuses that people use and asked for people to stop making excuses. Dr. Dana Kriznar made comments regarding Covid-19 vaccine availability to people who work with students. Terri Florio added that anyone working at registered day-cares is available to get vaccinated. Dr. Nahshon Nicks made a public comment regarding statistics of people who were suspended from DCPS in the last year. He also brought up the holistic approach to case management and how it ties into economics. Katoia Wilkins invited Dr. Nahshon Nicks and Mr. Scott to the upcoming 4th Judicial Circuit Advisory Meeting.

## 8. ADJOURN

Chairman Gay adjourned the meeting at 11:50.

**KIDS HOPE ALLIANCE**  
**Combined City Fund, Grants & Trust Funds**  
**Period: City Fiscal Year and Varying Grant Periods**  
**February 28, 2021**

	Current Budget	City Funds	AfterSchool FY21	Healthy Families FY20	Wallace	Criminal Justice Reinvestment FY20	SAMHSA High Fidelity FY19	SAMHSA Jax System Collaborative Care FY20	SAMHSA Jax System Collaborative Care FY21	Youth Travel Trust	KHA Stop the Violence	KHA Mini Grants	Book Club	Total	Total Encumbered	Remaining Budget
<b>REVENUES:</b>																
Intergovernmental Revenue	9,601,394		192,833	588,584			818,939	522,417						2,507,773		(7,093,621)
Contributions from Private Sources	1,887,249				915,000									1,892,730		5,481
Contributions from Other Funds	1,828,477		10,000	940,500	419,465	60,000				140,794		701,941	275,789	1,570,759		(257,718)
Department of Children & Families	400,000					385,000								385,000		(15,000)
Intrafund Transfer	1,205,082						146,000		75,000		764,550	158,318		1,143,868		(61,214)
Revenue Fwd from Prior Year Funding	-													-		-
Earnings on Investment	160,408											2,420		2,420		(157,988)
Rental of City Facilities	40,920	13,640												13,640		(27,280)
Gain/Loss	2,420													-		(2,420)
Miscellaneous	-													-		-
Contributions from General Fund	35,027,528	17,443,764												17,443,764		(17,583,764)
Debt & Other ERP CleanUp	490											490				
NC Transfers	249,650										15,866			15,866		(233,784)
<b>Total Revenues</b>	<b>50,403,618</b>	<b>17,457,405</b>	<b>202,833</b>	<b>1,529,084</b>	<b>1,334,465</b>	<b>445,000</b>	<b>964,939</b>	<b>522,417</b>	<b>75,000</b>	<b>140,794</b>	<b>780,416</b>	<b>863,169</b>	<b>275,789</b>	<b>24,975,820</b>	<b>-</b>	<b>(25,427,308)</b>
<b>EXPENDITURES:</b>																
Salaries - Permanent and Probationary	3,639,236	980,544	23,453	64,793	301,980		71,863		13,530					1,456,163		2,183,073
Salaries - Part Time	1,220,624	75,336			16,965									92,301		1,128,323
Employee Benefits	1,403,546	392,869	8,385	31,578	119,457		29,715		3,645			49		585,698		817,848
After-School Team Up & SL - Food Cost	1,056,380		157,235											157,235		899,145
Summer Lunch - Food Cost	881,437															881,437
Trust Fund Authority	954,869										14,366	819,081		833,447		121,422
Internal Service Charges	931,020	321,329			1,075		4,810						9	327,223		603,797
Other Operating Expenses	2,263,688	166,605	212	1,300	809,082	13,425	4,013						272,112	1,266,749	264,698	732,241
Food	1,000												680	680		320
Grants and Aids	46,527,558	2,342,287		740,973		340,379	1,536,491	749,978		53,823	330,001			6,093,932	20,380,217	20,053,409
Indirect Costs	87,288				52,926							6,060		58,986		28,302
Capital Outlay	14,995	4,591			5,052									9,643		5,352
Transfers	1,863,324	210,000										75,000		285,000		1,578,324
Administrative Support	4,202					102										
Reserves	-															
<b>Total Expenditures</b>	<b>60,849,167</b>	<b>4,493,561</b>	<b>189,285</b>	<b>838,644</b>	<b>1,306,537</b>	<b>353,906</b>	<b>1,646,892</b>	<b>749,978</b>	<b>17,175</b>	<b>53,823</b>	<b>344,367</b>	<b>900,190</b>	<b>272,801</b>	<b>11,167,057</b>	<b>20,644,915</b>	<b>29,032,993</b>
<b>Total Revenues Less Expenditures</b>	<b>(10,445,549)</b>	<b>12,963,844</b>	<b>13,548</b>	<b>690,440</b>	<b>27,928</b>	<b>91,094</b>	<b>(681,953)</b>	<b>(227,561)</b>	<b>57,825</b>	<b>86,971</b>	<b>436,049</b>	<b>(37,021)</b>	<b>2,988</b>	<b>13,808,763</b>	<b>(20,644,915)</b>	<b>3,605,685</b>
Reserve - Prior Year Encumbrances	10,102,056															
Budget Difference	(343,493)															

This report combines City and Grant Funds for presentation purposes only.

Note: Due to adjustments resulting from the City of Jacksonville converting to a new accounting and reporting software, data presented above is to be considered a best estimate on actual revenue and expenditures to date.

**KIDS HOPE ALLIANCE**  
**All Operating Fund Indexes**  
**February 28, 2021**

	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b>REVENUES:</b>					
Earnings on Investment	160,408	160,408	-	-	(160,408)
Rental of City Facilities	40,920	40,920	13,640	-	(27,280)
NC Transfers	233,784	233,784	-	-	(233,784)
Contributions from General Fund	34,887,528	35,027,528	17,443,764	-	(17,583,764)
<b>Total Revenues</b>	<b>\$ 35,322,640</b>	<b>\$ 35,462,640</b>	<b>\$ 17,457,404</b>	<b>\$ -</b>	<b>\$ (18,005,236)</b>
<b>EXPENDITURES:</b>					
Salaries - Permanent and Probationary	\$ 2,707,846	\$ 2,707,846	\$ 980,544	\$ -	\$ 1,727,302
Salaries - Part Time	585,101	585,101	75,336	-	509,765
Employee Benefits	1,044,172	1,044,172	392,869	-	651,303
Internal Service Charges	812,500	847,936	321,329	-	526,607
Other Operating Expenses	805,243	769,807	166,605	215,819	387,383
Capital Outlay	335	335	4,591	(4,257)	1
Grants and Aids	37,746,175	37,821,175	2,342,287	19,806,216	15,672,672
Transfers	1,723,324	1,788,324	210,000	-	1,578,324
Reserves	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 45,424,696</b>	<b>\$ 45,564,696</b>	<b>\$ 4,493,561</b>	<b>\$ 20,017,778</b>	<b>\$ 21,053,357</b>
<b>Total Revenues Less Expend.</b>	<b>\$ (10,102,056)</b>	<b>\$ (10,102,056)</b>	<b>\$ 12,963,843</b>	<b>\$ (20,017,778)</b>	<b>\$ 3,048,121</b>
Reserve - Prior Year Encumbrances		10,102,056			
Budget Difference		-			

**Kids Hope Alliance**  
**Operating Fund - Expenditure Detail**  
**February 28, 2021**

	Original Budget	Current Budget	Expenditures Year-to-Date	Encumbered Year-to-Date	Remaining Budget
<b>EXPENDITURES</b>					
<b>REGULAR SALARIES AND WAGES:</b>					
Permanent and Probationary Salaries	\$ 2,760,239	\$ 2,760,239	\$ 968,467	\$ -	\$ 1,791,772
Terminal Leave	\$ -	\$ -	\$ 1,673	\$ -	\$ (1,673)
Salaries Part Time	\$ 585,101	\$ 585,101	\$ 75,336	\$ -	\$ 509,765
Salaries/Benefits Lapse	\$ (75,263)	\$ (75,263)	\$ -	\$ -	\$ (75,263)
Overtime	\$ -	\$ -	\$ 2,335	\$ -	\$ (2,335)
Shift Differential	\$ -	\$ -	\$ (3)	\$ -	\$ 3
Special Pay	\$ 22,870	\$ 22,870	\$ 8,072	\$ -	\$ 14,798
Lump Sum Payment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>BENEFITS:</b>					
FICA & Medicare	\$ 47,629	\$ 47,629	\$ 14,960	\$ -	\$ 32,669
Pension, Unfunded Liability & Disability & FRS Pension	\$ 428,537	\$ 428,537	\$ 186,696	\$ -	\$ 241,841
GEPP Define Contribution Pension	\$ 220,396	\$ 220,396	\$ 56,334	\$ -	\$ 164,062
Dental, Life & Health Insurance	\$ 328,958	\$ 328,958	\$ 125,355	\$ -	\$ 203,603
Worker's Compensation	\$ 18,652	\$ 18,652	\$ 7,772	\$ -	\$ 10,880
Unemployment Insurance	\$ -	\$ -	\$ 1,752	\$ -	\$ (1,752)
<b>PROFESSIONAL SERVICES:</b>					
Professional Services	\$ 466,168	\$ 431,168	\$ 115,422	\$ 153,523	\$ 162,223
Background Checks/DR	\$ 18,011	\$ 18,011	\$ -	\$ -	\$ 18,011
<b>OTHER CONTRACTUAL SERVICES:</b>					
Contractual Services	\$ 6,030	\$ 6,030	\$ -	\$ -	\$ 6,030
Training Workshops	\$ 8,399	\$ 8,399	\$ 333	\$ 2,262	\$ 5,804
<b>TRAVEL AND PER DIEM:</b>					
Travel Expenses (Out of County)	\$ 21,877	\$ 21,877	\$ -	\$ -	\$ 21,877
Local Mileage & Parking & Tolls	\$ 22,000	\$ 22,000	\$ 320	\$ -	\$ 21,680
<b>INTERNAL SERVICE CHARGES</b>					
ITD Allocations	\$ 367,584	\$ 403,020	\$ 178,234	\$ -	\$ 224,786
OGC Legal - IS Allocation	\$ 110,748	\$ 110,748	\$ 27,917	\$ -	\$ 82,831
Copier Consolidation & Copy Center - IS Allocation	\$ 48,381	\$ 48,381	\$ 5,682	\$ -	\$ 42,699
FLEET - Van Maintenance	\$ 4,475	\$ 4,475	\$ -	\$ -	\$ 4,475
Mailroom - IS Allocation	\$ 104	\$ 104	\$ -	\$ -	\$ 104
Utilities Allocation - Public Works - IS Allocation	\$ 122,015	\$ 122,015	\$ 50,840	\$ -	\$ 71,175
Building Maintenance - City Wide - IS Allocation	\$ 92,092	\$ 92,092	\$ 30,697	\$ -	\$ 61,395
Guard Service & ADT - IS Allocation	\$ 67,101	\$ 67,101	\$ 27,959	\$ -	\$ 39,142
Ergonomic Assessment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>RENTAL AND LEASES:</b>					
Rentals & Other Rent	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Rentals (Land & Buildings)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>INSURANCE:</b>					
General Liability & Miscellaneous Insurance	\$ 35,182	\$ 35,182	\$ 26,200	\$ -	\$ 8,982
<b>REPAIRS AND MAINTENANCE SERVICE:</b>					
Repairs and Maintenance	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000
Hardware/Software Maintenance or Licensing Agreement	\$ 66,800	\$ 66,800	\$ 3,200	\$ 42,707	\$ 20,893
<b>PRINTING AND BINDING/PROMOTIONAL ACTIVITIES:</b>					
Printing and Binding	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Advertising and Promotion	\$ 15,927	\$ 15,927	\$ -	\$ -	\$ 15,927
<b>OTHER CURRENT CHARGES AND OBLIGATIONS:</b>					
Miscellaneous Services and Charges	\$ 1,750	\$ 1,750	\$ -	\$ -	\$ 1,750
Stipends	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000
Welfare - Burials	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OFFICE AND OPERATING SUPPLIES:</b>					
Postage	\$ 200	\$ 200	\$ 57	\$ -	\$ 143
Office Supplies	\$ 14,793	\$ 14,793	\$ 451	\$ 4,525	\$ 9,817
Food	\$ 9,065	\$ 9,065	\$ 90	\$ -	\$ 8,975
Furniture and Equipment under \$1,000	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Supplies (Incl. Literacy supplies/books)	\$ 46,170	\$ 45,734	\$ 9,685	\$ 12,802	\$ 23,247
Software, Computer Items Under \$1,000	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Training	\$ 8,798	\$ 8,798	\$ 1,533	\$ -	\$ 7,265
Dues, Subscriptions	\$ 57,070	\$ 57,070	\$ 9,314	\$ -	\$ 47,756
Office Furniture	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Computer Equipment	\$ 335	\$ 335	\$ 4,591	\$ (4,257)	\$ 1
<b>AIDS TO PRIVATE ORGANIZATIONS:</b>					
Subsidies/Contributions (Agencies & Match \$\$)	\$ 37,746,175	\$ 37,821,175	\$ 2,342,287	\$ 19,806,216	\$ 15,672,672
<b>INTRAFUND TRANSFERS</b>					
Interfund Transfer - Debt Service Interest	\$ 194,824	\$ 194,824	\$ -	\$ -	\$ 194,824
Interfund Transfer - Debt Service Principle	\$ 253,000	\$ 253,000	\$ -	\$ -	\$ 253,000
Interfund Transfers Out	\$ 250,000	\$ 315,000	\$ 125,000	\$ -	\$ 190,000
Intrafund Transfers Out (HF, SAMHSA & Nutrition)	\$ 1,025,500	\$ 1,025,500	\$ 85,000	\$ -	\$ 940,500
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING FUND INDEXES</b>	<b>\$ 45,424,696</b>	<b>\$ 45,564,696</b>	<b>\$ 4,493,561</b>	<b>\$ 20,017,778</b>	<b>\$ 21,053,357</b>

# KIDS HOPE ALLIANCE

## After-School Food Program Grant

Grant Period: October 1, 2020 to September 30, 2021

February 28, 2021

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	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Intergovernmental Revenue	\$ 1,135,281	\$ 192,833	\$ -	\$ (942,448)
Contributions from Other Funds	10,000	10,000	-	-
<b>Total Revenues</b>	<b>\$ 1,145,281</b>	<b>\$ 202,833</b>	<b>\$ -</b>	<b>\$ (942,448)</b>
<b><u>EXPENDITURES:</u></b>				
Salaries - Permanent and Probationary	\$ 63,008	\$ 23,453	\$ -	\$ 39,555
Salaries - Part Time	-	-	-	-
Employee Benefits	18,667	8,385	-	10,282
After-School Team Up - Food/Food Transp	1,056,380	157,235	899,145	-
Internal Service Charges	4,209	-	-	4,209
Other Operating Expenses	3,017	212	108	2,697
Capital Outlay	-	-	-	-
Indirect Costs	-	\$ -	-	-
<b>Total Expenditures</b>	<b>\$ 1,145,281</b>	<b>\$ 189,285</b>	<b>\$ 899,253</b>	<b>\$ 56,743</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 13,548</b>	<b>\$ (899,253)</b>	<b>\$ (885,705)</b>

Purpose of Grant:

Provide snacks and suppers to children in afterschool programs.

Additional Information:

January reimbursement received in April in the amount of \$74,030.



**KIDS HOPE ALLIANCE**

**Healthy Families Grant**

**Grant Period: July 1, 2020 to June 30, 2021**

**February 28, 2021**

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	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b>REVENUES:</b>				
Intergovernmental Revenue	\$ 1,094,500	\$ 588,584	\$ -	\$ (505,916)
Contributions from Other Funds	940,500	940,500	-	-
<b>Total Revenues</b>	<b>\$ 2,035,000</b>	<b>\$ 1,529,084</b>	<b>\$ -</b>	<b>\$ (505,916)</b>
<b>EXPENDITURES:</b>				
Salaries - Permanent and Probationary	\$ 102,749	\$ 64,793	\$ -	\$ 37,956
Salaries - Part Time	-	-	-	-
Employee Benefits	51,486	31,578	-	19,908
Internal Service Charges	16,797	-	-	16,797
Other Operating Expenses	31,902	1,300	1,320	29,282
Capital Outlay	4,000	-	-	4,000
Grants and Aids	1,816,945	740,973	353,527	722,445
Indirect Costs	11,121	-	-	11,121
<b>Total Expenditures</b>	<b>\$ 2,035,000</b>	<b>\$ 838,644</b>	<b>\$ 354,847</b>	<b>\$ 841,509</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 690,440</b>	<b>\$ (354,847)</b>	<b>\$ 335,593</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:

Pending February reimbursement in the amount of \$75,971.

**KIDS HOPE ALLIANCE**  
**Wallace Foundation Grant**

**Grant Period: March 15, 2012 to September 30, 2020**

**February 28, 2021**

	<b>Current Budget</b>	<b>Actual Life to Date</b>	<b>Encumbered</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Contributions from Private Sources	\$ 915,000	\$ 915,000	\$ -	\$ -
Contributions from Other Funds	419,465	419,465	-	-
<b>Total Revenues</b>	<b>\$ 1,334,465</b>	<b>\$ 1,334,465</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES:</u></b>				
Salaries - Permanent and Probationary	\$ 301,980	\$ 301,980	\$ -	\$ -
Salaries - Part Time	16,965	16,965	-	-
Employee Benefits	119,457	119,457	-	-
Internal Service Charges	4,552	1,075	-	3,477
Other Operating Expenses	831,980	809,082	22,869	29
Capital Outlay	5,052	5,052	-	-
Indirect Costs	54,479	52,926	-	1,553
<b>Total Expenditures</b>	<b>\$ 1,334,465</b>	<b>\$ 1,306,537</b>	<b>\$ 22,869</b>	<b>\$ 5,059</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 27,928</b>	<b>\$ (22,869)</b>	<b>\$ 5,059</b>

Purpose of Grant:

Develop a uniformly high quality seamless and coordinated system of out-of-school time, with shared goals for children in Jacksonville.

Additional Information:

Budget appropriated for life of the grant.

## KIDS HOPE ALLIANCE

### Criminal Justice, Mental Health & Substance Abuse Reinvestment Grant

Grant Period: November 1, 2019 to April 30, 2021

February 28, 2021

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	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b>REVENUES:</b>				
Department of Children & Families	\$ 400,000	\$ 385,000	\$ -	\$ (15,000)
Contributions from Other Funds	60,000	60,000	-	-
Revenue Fwd from Prior Year Funding	214,295	214,295	-	-
<b>Total Revenues</b>	<b>\$ 674,295</b>	<b>\$ 659,295</b>	<b>\$ -</b>	<b>\$ (15,000)</b>
<b>EXPENDITURES:</b>				
Salaries Part Time	\$ -	\$ -	\$ -	\$ -
Other Operating Expenses	27,637	13,425	5,663	8,549
Internal Service Charges	1	-	-	1
Capital Outlay	-	-	-	-
Grants and Aids	642,455	340,379	125,027	177,049
Administrative Support	4,202	102	-	4,100
<b>Total Expenditures</b>	<b>\$ 674,295</b>	<b>\$ 353,906</b>	<b>\$ 130,690</b>	<b>\$ 189,699</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 305,389</b>	<b>\$ (130,690)</b>	<b>\$ 174,699</b>

Purpose of Grant:

Identify and refer youth with a mental health or substance use problems to services in an effort to prevent them from going deeper into the juvenile justice system.

Additional Information:

This is the third year of a three year grant.

**KIDS HOPE ALLIANCE**

**SAMHSA - High Fidelity Wrap Around Grant**

**Grant Period: September 30, 2018 to September 29, 2020**

**February 28, 2021**

	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Intergovernmental Revenue	\$ 1,543,725	\$ 818,939	\$ -	\$ (724,786)
Intrafund Transfer	146,000	146,000	-	-
<b>Total Revenues</b>	<b>\$ 1,689,725</b>	<b>\$ 964,939</b>	<b>\$ -</b>	<b>\$ (724,786)</b>
<b><u>EXPENDITURES:</u></b>				
Salaries - Permanent and Probationary	\$ 83,495	\$ 71,863	\$ -	\$ 11,632
Employee Benefits	32,246	29,715	-	2,531
Internal Service Charges	2,500	4,810	-	(2,310)
Other Operating Expenses	26,659	4,013	-	22,646
Capital Outlay	1,100	-	-	1,100
Grants and Aids	1,543,725	1,536,491	7,234	-
Indirect Costs	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,689,725</b>	<b>\$ 1,646,892</b>	<b>\$ 7,234</b>	<b>\$ 35,599</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ (681,953)</b>	<b>\$ (7,234)</b>	<b>\$ (689,187)</b>

Purpose of Grant:

This grant is to identify children who are admitted to crisis stabilization in NE Florida (Baker Act), refer them upon discharge to a mental health center; and respond to their immediate physical and mental health needs.

Additional Information:

Year 4 grant; received "no cost" extension for another year through September 30, 2020.

**KIDS HOPE ALLIANCE**

**SAMHSA - Jax System Collaborative Care**

**Grant Period: September 30, 2019 to September 29, 2020**

**February 28, 2021**

	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Intergovernmental Revenue	\$ 1,000,000	\$ 522,417	\$ -	\$ (477,583)
	-	-	-	-
<b>Total Revenues</b>	\$ 1,000,000	\$ 522,417	\$ -	\$ (477,583)
<b><u>EXPENDITURES:</u></b>				
Internal Service Charges	-	-	-	-
Grants and Aids	1,000,000	749,978	250,022	-
<b>Total Expenditures</b>	\$ 1,000,000	\$ 749,978	\$ 250,022	\$ -
<b>Total Revenues Less Expenditures</b>	\$ -	\$ (227,561)	\$ (250,022)	\$ (477,583)

Purpose of Grant:

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

Additional Information:

Pending posting of revenue draw down in the amount of \$227,561. Amount encumbered but not spent will be carried over to year 2 of this grant.

**KIDS HOPE ALLIANCE**

**SAMHSA - Jax System Collaborative Care**

**Grant Period: September 30, 2020 to September 29, 2021**

**February 28, 2021**

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	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Intergovernmental Revenue	\$ 1,000,000	\$ -	\$ -	\$ (1,000,000)
Intrafund Transfer	75,000	75,000	-	-
<b>Total Revenues</b>	<b>\$ 1,075,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ (1,000,000)</b>
<b><u>EXPENDITURES:</u></b>				
Salaries - Permanent and Probationary	50,000	13,530	-	36,470
Employee Benefits	13,881	3,645	-	10,236
Internal Service Charges	700	-	-	700
Other Operating Expenses	10,419	-	-	10,419
Grants and Aids	1,000,000	283,947	716,053	-
<b>Total Expenditures</b>	<b>\$ 1,075,000</b>	<b>\$ 301,122</b>	<b>\$ 716,053</b>	<b>\$ 57,825</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ (226,122)</b>	<b>\$ (716,053)</b>	<b>\$ (942,175)</b>

Purpose of Grant:

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

Additional Information:

This is year 2 of a 4 year grant.  
Pending revenue drawdown in the amount of \$283,947.

**KIDS HOPE ALLIANCE**  
**Youth Travel Trust Fund**  
**February 28, 2021**

	<b>Current Budget</b>	<b>Actual Year to Date</b>	<b>Encumbered Year to Date</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Transfer from Other Funds	\$ 140,794	\$ 140,794	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 140,794</b>	<b>\$ 140,794</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES:</u></b>				
Grants and Aids	\$ 140,794	\$ 53,823	\$ 4,654	\$ 82,317
<b>Total Expenditures</b>	<b>\$ 140,794</b>	<b>\$ 53,823</b>	<b>\$ 4,654</b>	<b>\$ 82,317</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 86,971</b>	<b>\$ (4,654)</b>	<b>\$ 82,317</b>

Purpose of Program:

Assist youth and chaperones with the cost of travel expenses to events when selected to represent Jacksonville.

Additional information:

\$50,000 was appropriated to this trust fund with the beginning of the new fiscal year 20/21 per City Ordinance.

**KIDS HOPE ALLIANCE**

**Kids Hope Alliance Trust Fund - Stop the Violence**

**February 28, 2021**

	<b>Current Budget</b>	<b>Actual Life to Date</b>	<b>Encumbered</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Interfund Transfer In	\$ 764,550	\$ 764,550	\$ -	\$ -
NC-Transfers	15,866	15,866	-	-
<b>Total Revenues</b>	<b>\$ 780,416</b>	<b>\$ 780,416</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES:</u></b>				
Trust Fund Authority	\$ 15,866	\$ 14,366	\$ -	\$ 1,500
Grants and Aids	764,550	330,001	131,249	303,300
<b>Total Expenditures</b>	<b>\$ 780,416</b>	<b>\$ 344,367</b>	<b>\$ 131,249</b>	<b>\$ 304,800</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 436,049</b>	<b>\$ (131,249)</b>	<b>\$ 304,800</b>

Purpose of Program:

Approved in FY18-19 budget for grants up to \$10,000 to be awarded to address youth violence in the community.

Additional information:

\$200,000 was appropriated to this trust fund with the beginning of the new fiscal year 20/21 per City Ordinance.



## KIDS HOPE ALLIANCE

### Kids Hope Alliance Trust Fund - Mini Grants Program

February 28, 2021

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	<b>Current Budget</b>	<b>Actual Life to Date</b>	<b>Encumbered</b>	<b>Remaining Budget</b>
<b>REVENUES:</b>				
Gain/Loss	\$ 2,420	\$ 2,420	\$ -	\$ -
Contributions from Private Sources	696,460	701,941	-	5,481
Interfund Transfer In	158,318	158,318	-	-
Debt & Other ERP CleanUp	490	490	-	-
<b>Total Revenues</b>	<b>\$ 857,688</b>	<b>\$ 863,169</b>	<b>\$ -</b>	<b>\$ 5,481</b>
<b>EXPENDITURES:</b>				
Other Operating Expenses	\$ 49	\$ 49	\$ -	\$ -
Trust Fund Authority	939,003	819,081	-	119,922
Interfund Transfer Out	75,000	75,000	-	-
Indirect Cost	6,060	6,060	-	-
<b>Total Expenditures</b>	<b>\$ 1,020,112</b>	<b>\$ 900,190</b>	<b>\$ -</b>	<b>\$ 119,922</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ (162,424)</b>	<b>\$ (37,021)</b>	<b>\$ -</b>	<b>\$ 125,403</b>

Purpose of Program:

Mini Grants up to \$25,000 per KHA Trust Sec 111.850 Part A

**KIDS HOPE ALLIANCE**  
**Jax Kids Book Club Trust Fund**  
**February 28, 2021**

	<b>Current Budget</b>	<b>Actual Life to Date</b>	<b>Encumbered</b>	<b>Remaining Budget</b>
<b><u>REVENUES:</u></b>				
Contributions from Private Sources	\$ 275,789	\$ 275,789	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 275,789</b>	<b>\$ 275,789</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>EXPENDITURES:</u></b>				
Operating Expenses	\$ 273,789	\$ 272,112	\$ -	\$ 1,677
Food	1,000	680	-	320
Internal Service Charges	1,000	9	-	991
<b>Total Expenditures</b>	<b>\$ 275,789</b>	<b>\$ 272,801</b>	<b>\$ -</b>	<b>\$ 2,988</b>
<b>Total Revenues Less Expenditures</b>	<b>\$ -</b>	<b>\$ 2,988</b>	<b>\$ -</b>	<b>\$ 2,988</b>

Purpose of Program:

Provide books to children at the end of their VPK year as they transition to kindergarten to help encourage reading over the summer.

Additional information:

Self-appropriating Trust Fund

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**BOARD ACTION ITEM:** **FUNDING RECOMMENDATIONS FOR PARKS AND RECREATION – SUMMER 2021**

**ESSENTIAL SERVICE CATEGORY:** **OUT OF SCHOOL TIME**

**BOARD OF DIRECTORS MEETING:** **APRIL 21, 2021**

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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) Authorize funding to the City of Jacksonville’s Parks, Recreation and Community Services Department for summer programming in the amount of \$220,110 for the 2020-21 fiscal year.
- 2) Authorize the CEO to execute a Memorandum of Understanding and all other agreements and documents necessary to fulfill the intent of the action authorized in (1) above.

**NARRATIVE:**

The Kids Hope Alliance partners each year with the City of Jacksonville’s Parks, Recreation and Community Services Department to expand participation in summer programming for underserved youth. If approved, staff would seek an administrative award under the exemption Section 126.107 (f) Ordinance Code to transfer funds to Parks, Recreation and Community Development Department for summer programming. Funding will allow 345 students across 13 sites to receive summer camp programming.

**FISCAL IMPACT:**

\$220,110 in funding will come from the Out of School Time Essential Services Category.

**GOVERNANCE/PROGRAM IMPACT:**

1. This request requires KHA Board Approval.

**OPTIONS:**

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

**STAFF RECOMMENDATION:**

Staff recommends approval.

Attachment (s): Funding Spreadsheet

Funding Recommendations for Parks, Recreation, and Community Development

	Site Name	Address	Service Dates	Number of Youth	Funding Amount
1	Balis Community Center	1513 LaSalle St. 32207	June 21 - July 30, 2021	30	\$ 19,140.00
2	Beachwood Community Center	11758 Marina Dr. 32246	June 21 - July 30, 2021	20	\$ 12,760.00
3	Cecil Recreational Center	13611 Normandy Blvd. 32221	June 21 - July 30, 2021	25	\$ 15,950.00
4	Cuba Hunter Community Center	3620 Bedford Rd. 32207	June 21 - July 30, 2021	30	\$ 19,140.00
5	Emmett Reed Community Center	1093 W 6th St. 32209	June 21 - July 30, 2021	30	\$ 19,140.00
6	HT Jones Community Center	3856 Grant Rd. 32207	June 21 - July 30, 2021	30	\$ 19,140.00
7	Julian Barrs Community Center	10151 Crystal Springs Rd. 32221	June 21 - July 30, 2021	25	\$ 15,950.00
8	Lewis Cobb Community Center	4511 Portsmouth Ave. 32208	June 21 - July 30, 2021	20	\$ 12,760.00
9	Mary Lena Gibbs Community Center	6974 Wilson Blvd. 32210	June 21 - July 30, 2021	40	\$ 25,520.00
10	Normandy Community Center	1751 Lindsey Rd. 32221	June 21 - July 30, 2021	20	\$ 12,760.00
11	Oceanway Community Center	12215 Sago Ave. 32218	June 21 - July 30, 2021	30	\$ 19,140.00
12	RF Kennedy Center	1133 Ionia St. 32206	June 21 - July 30, 2021	30	\$ 19,140.00
13	Windy Hill Community Center	10445 Anders Blvd. 32246	June 21 - July 30, 2021	15	\$ 9,570.00
				<b>345</b>	<b>\$ 220,110.00</b>

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**BOARD ACTION ITEM: SUMMER FOOD SERVICE PROGRAM CONTRACT WITH  
DUVAL COUNTY SCHOOL BOARD FOR SUMMER 2021**

**BOARD MEETING: APRIL 21, 2021**

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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) Authorize KHA to contract with Duval County School Board for the Summer Food Service Program for FY Summer 2021 for an amount not-to-exceed \$782,583.35 for the contract period June 7, 2021 through August 6, 2021.
- 2) Authorize the CEO to execute the contract and any related documents on behalf of Kids Hope Alliance.

**NARRATIVE:**

Kids Hope Alliance has contracted with the Duval County School Board (DCSB) for Afterschool Food Services for many years and contracted with DCBS for the summer food program last year. DCSB has entered into a contract with Compass Group USA, Inc., d/b/a Chartwells School Dining Services, as the sole source provider of food and nutrition services for the Duval County School Board. KHA's Summer Food Service Program requires snack (AM/PM Supplements) and lunch meals to be provided to summer program participants. Snacks and meals will be prepared on the DCSB property. Federal guidelines for sponsors like the KHA state: "Each sponsor shall, to the maximum extent feasible, utilize its own food service facilities or obtain meals from a school food service facility. If the sponsor obtains meals from a school food service facility, the applicable requirement of this part shall be embodied in a written agreement between the sponsor and the school board (DCSB)", 22.15 7 CFR Chapter 11 (1-101 edition).

**FISCAL IMPACT:**

KHA will receive funding to cover these costs from the State of Florida Department of Agriculture and Consumer Services/USDA grant dollars and the City of Jacksonville (only if needed).

**GOVERNANCE/PROGRAM IMPACT:**

This action requires 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.

**Kids Hope Alliance**  
**FY21-22 Requested Budget**  
**Fund 10901**

		Budget FY 20-21	Change	Proposed Requested Budget FY 21-22
36203	Rental of City Facilities	40,920.00	(40,920.00)	-
<b>REGULAR SALARIES AND WAGES:</b>				
01201	Permanent and Probationary Salaries	2,753,051.00		2,753,051.00
01302	Terminal Leave	-		-
01306	Salaries Part Time	585,101.00	(57,128.00)	527,973.00
01307	Salaries/Benefits Lapse	(75,263.00)		(75,263.00)
01401	Overtime	-		-
01503	Leave Rollback/Sellback	-		-
01511	Special Pay	23,868.00	-	23,868.00
01510	Lump Sum Payment	-		-
<b>BENEFITS:</b>				
02101	Payroll Taxes (FICA)	-		-
02102	Medicare	48,888.00		48,888.00
02201	Pension Contribution	72,013.00		72,013.00
02201B	GEPP DB Unfunded Liability	220,396.00		220,396.00
02207	Disability Trust Fund-ER	8,330.00		8,330.00
02213	GEPP Define Contribution Pension	186,768.00		186,768.00
02301	Group Dental Plan	5,653.00		5,653.00
02203	Group Life Insurance	9,546.00		9,546.00
02304	Group Hospitalization Insurance	306,527.00		306,527.00
02401	Worker's Compensation	18,652.00		18,652.00
<b>PROFESSIONAL &amp; CONTRACTUAL SERVICES:</b>				
03109	Professional Services	305,718.00		305,718.00
03110A	Background Checks/DR	18,011.00		18,011.00
03410	Contractual Services	6,030.00		6,030.00
03424	Training Workshops	7,799.00		7,799.00
<b>TRAVEL AND PER DIEM:</b>				
04002	Travel Expenses (Out of County)	21,877.00		21,877.00
04021	Local Mileage & Parking & Tolls	22,000.00		22,000.00
04028	Parking and Tolls	-		-
<b>INTERNAL SERVICE CHARGES</b>				
04203	ISA - ITD Replacement	29,243.00		29,243.00
04205	ISA - OGC Legal	110,748.00		110,748.00
04207	ISA - Copier Consolidation	38,523.00		38,523.00
04211	ISA - Copy Center	9,858.00		9,858.00
04216	ISA - FLEET Repairs, Sublet, and Rentals	279.00		279.00
04217	ISA - Fleet Parts/Oil/Gas	4,196.00		4,196.00
04222	ISA - Offsite Storage	-		-
04221	ISA - Mailroom Charge	104.00		104.00
04223	ISA - Computer System Maintenance/Security	338,341.00		338,341.00
04225	ISA - Utilities Allocation - Public Works	122,015.00		122,015.00
04226	ISA - Building Maintenance - City Wide	92,092.00		92,092.00
04233	ISA - Guard Service & ADT Allocation	67,101.00		67,101.00
<b>INSURANCE:</b>				
04502	General Liability Insurance	15,397.00		15,397.00
04504	Miscellaneous Insurance	19,785.00		19,785.00
<b>RENTAL AND LEASES:</b>				
04401	Rentals & Other Rent	1.00		1.00
04499	Rentals (Land & Buildings)	-		-
<b>OTHER OPERATING EXPENSES &amp; SUPPLIES</b>				
04603	Repairs and Maintenance	2,000.00		2,000.00
04662	Hardware/Software Maintenance or Licensing Agreement	58,000.00		58,000.00
04721	Printing and Binding	-		-
04801	Advertising and Promotion	15,927.00	15,927.00	31,854.00
04938	Miscellaneous Services and Charges	1,750.00		1,750.00
04950	Stipends	-		-
04101	Postage	200.00		200.00
05101	Office Supplies	14,401.00		14,401.00
05206	Food	8,975.00		8,975.00
05216	Other Operating Supplies	41,500.00		41,500.00
05229	Software, Computer Items Under \$1,000	-		-
05401	Employee Training	8,798.00	16,202.00	25,000.00
05402	Dues, Subscriptions	57,070.00		57,070.00
06424	Office Furniture & Equip Including Fax	1.00	24,999.00	25,000.00
<b>AIDS TO PRIVATE ORGANIZATIONS:</b>				
08201	Subsidies & Contributions Out of School	16,410,440.00	(1,176,923.00)	15,233,517.00
08201	Subsidies & Contributions Juvenile Justice	1,333,882.00	591,600.00	1,925,482.00
08201	Subsidies & Contributions Early Learning	2,806,694.00	316,635.00	3,123,329.00
08201	Subsidies & Contributions PreTeen/Teen	2,003,101.00	268,688.00	2,271,789.00
08201	Subsidies & Contributions Special Needs	6,248,107.00		6,248,107.00
08201	Subsidies & Contributions Grief Counseling & Burials	42,732.00		42,732.00
08201	Youth Travel Trust Fund	50,000.00		50,000.00
08201	Mini Grants	200,000.00		200,000.00
<b>DEBT SERVICE &amp; OTHER TRANSFERS</b>				
09101I	Debt Service - Interest	194,824.00		194,824.00
09101P	Debt Service - Principle	253,000.00		253,000.00
	<b>Total</b>	<b>35,144,051.00</b>	<b>-</b>	<b>35,144,051.00</b>

City Council Additional Funding from FY 20/21 Budget:

<b>Essential Service Category Fund</b>	<b>Amount</b>
PreTeen/Teen	400,000.00
Special Needs	200,000.00

# FLORIDA'S FOURTH CIRCUIT STATE ATTORNEY'S OFFICE JUVENILE JUSTICE ADVISORY COMMITTEE TWO-YEAR POST-IMPLEMENTATION REPORT


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In September 2017, State Attorney Melissa Nelson convened a Juvenile Justice Advisory Committee (JJAC) made up of 23 community members from diverse backgrounds to develop juvenile justice diversion programming aimed at improving services and reducing recidivism and crime in Jacksonville, Florida.

This committee was charged with meeting regularly, reviewing national best practices, and making recommendations to the State Attorney's Office based on their findings and discussion. After over a year of education and programming, the JJAC was tasked with issuing a written report to the State Attorney making best-practice recommendations.

In June 2019, the JJAC released its final report and recommendations, which comprised a comprehensive list of specific action items designed to serve as a roadmap to improve juvenile diversion practices, and the State Attorney's Office set about implementing the report's suggestions.

This update summarizes the progress made on the JJAC's recommendations since June 2019, all of which have been completed.

1. Transfer diversion programming from the State Attorney's Office to the Kids Hope Alliance. 

2. Implement a case management structure for diversion that tailors services and programs based on a needs assessment instrument. 


3. Develop a continuum of available diversion programs, to include restorative justice and credible messenger mentorship pilot programs, and a pathways-to-career program. 

4. Limit the State Attorney's Office's role in diversion to front-end (referral) and back-end (successful or unsuccessful completion) only. 

5. Eliminate the initial judicial hearing required for diversion participation. 

6. Eliminate all jail tours from prevention and diversion programming. 

7. School and community requests for diversion programming should go directly to the diversion provider, not to the State Attorney's Office, eliminating at-large referrals. 

8. Make post-completion services available for children and families who choose to engage in the services beyond the child's completion of diversion. 



## FLORIDA'S FOURTH CIRCUIT STATE ATTORNEY'S OFFICE JUVENILE JUSTICE ADVISORY COMMITTEE TWO-YEAR POST-IMPLEMENTATION REPORT

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In September 2017, State Attorney Melissa Nelson convened the Juvenile Justice Advisory Committee (JJAC) with the purpose of bringing together youth and justice advocates to develop juvenile diversion programming aimed at improving services and reducing recidivism and crime in the Fourth Judicial Circuit. The 23-member committee was made up of experts from pediatrics and mental health to law enforcement and the juvenile justice system. After over a year of education and programming, the JJAC was tasked with issuing a written report to the State Attorney regarding recommendation for best-practices programming that should be implemented in the community.

The JJAC issued its Final Report and Recommendations in June 2019, which comprised a comprehensive list of specific recommendations designed to serve as a roadmap to improve juvenile diversion practices in Jacksonville, Florida. As a result of the committee's recommendations, the State Attorney's Office led a Juvenile Diversion Transition Committee, represented by a number of stakeholders in the local juvenile justice system. The goal of this committee was to do the hard work of transforming diversion practices in alignment with the recommendations of the JJAC. It was a challenging project, and one that the transition committee spent an additional year working to realize. This initiative included discussing the current and past systems of diversion, identifying funding to support the recommendations, crafting a detailed Request for Proposal that set forth the requirements for providers in the new system, placing the contracts out for bid, the City of Jacksonville awarding the contracts, and then putting those entities and contracts into place.

On February 1, 2021, the new juvenile diversion system began accepting juveniles into its program. Below is a more detailed discussion of the status and implementation of the specific recommendations by the JJAC.

All eight recommendations from the JJAC's final report regarding juvenile diversion practices in Florida's Fourth Judicial Circuit have been completed.



## TERMS

ACEs	Adverse Childhood Experiences
CCR	Center for Children's Rights
CYW ACE-Q	CYW Adverse Childhood Experiences Questionnaire
DCPS	Duval County Public Schools
DJJ	Florida Department of Juvenile Justice
GAIN	Global Appraisal of Individual Needs
JAC	Juvenile Assessment Center
JDAP	Juvenile Diversion Alternative Program
KHA	Kids Hope Alliance
PCH	Partnership for Child Health
PD/PDO	Public Defender's Office
SAO	State Attorney's Office
SOC	Duval County Diversion System of Care
SNCD	The Strengths, Needs, and Culture Discovery Assessment
WINS	Wraparound Intensive Services

Diversion Transition Committee - Members of the committee included the following agencies: the State Attorney's Office, Public Defender's Office, Kids Hope Alliance, Center for Children's Rights, and the Florida Department of Juvenile Justice.

## JUVENILE DIVERSION RECOMMENDATIONS

1. Transfer diversion programming from the State Attorney's Office to the Kids Hope Alliance.

### COMPLETED

In 2019, the Diversion Transition Committee (the Committee) was formed. Members met for over a year, working with providers and the Kids Hope Alliance (KHA) to transition programming. The report recommended that diversion programming and management be transitioned to the KHA. The Committee identified approximately \$595,000 in City of Jacksonville dollars to fund the program. After a competitive bid process, the KHA initiated a contract with the Partnership for Child Health (PCH) for the Duval County Diversion System of Care (Diversion SOC) on September 1, 2020.

Once the contract was initiated, PCH began hiring, training, and building the infrastructure of the Diversion SOC to prepare for the transfer from the State Attorney's Office (SAO). To prepare for the transfer, multiple meetings were conducted with the initial Transition Team.

On February 1, 2021, the SAO began transferring cases to PCH. Additionally, restitution management was transferred to PCH from the SAO on all diversion cases. PCH has developed a restitution policy with checks and balances to ensure that the restitution funds are being properly managed.

2. Implement a case management structure for diversion that tailors services and programs based on a needs assessment instrument.

### COMPLETED

#### A. Case Management Structure

Each youth is placed into a Tier Level dependent upon the results of their intake appointment that includes multiple assessments. Every youth is assigned a case manager to oversee their case. Youth in Tier II or III receive additional case management oversight from JDAP, WINS Diversion<sup>1</sup>, or other qualifying programs through referral and utilization of the Diversion System of Care.

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<sup>1</sup> JDAP is a diversion program funded by DJJ for youth who may have been previously diverted, but were not successful in completing their sanctions, and/or who committed higher-level offenses and are still eligible for diversion. Typically, case managers will meet with the youth and their families in the home to provide more intensive and focused services. The WINS program is a family wraparound-based model. This program focuses on younger

Supervision Levels are based upon the Tier Level:

- **Tier I:**
  - Programming lasts 30-60 days
  - One face-to-face contact with the youth and 2 collateral contacts<sup>2</sup> per month
- **Tier II:**
  - Programming lasts 90-120 days
  - One face-to-face contact with the youth and 3 collateral contacts per month
- **Tier III:**
  - Programming lasts up to 180 days
  - Two face-to-face contacts with the youth and weekly collateral contacts per month

Goals, objectives, and interventions for each Tier Level are established within the case plan to optimize completion within the appropriate timeframe for each Tier Level. If the youth have any outstanding case plan requirements, the program will need to complete a staffing with the Director or Associate Director to determine if an extension is needed or if the youth is non-compliant.

## B. Assessments

### *i. Global Appraisal of Individual Needs*

Currently, youth who are processed through the Juvenile Assessment Center (JAC) are referred for assessment through a grant-funded program. The Global Appraisal of Individual Needs (GAIN)<sup>3</sup> provides an in-depth assessment designed to support clinical diagnosis, placement, treatment planning, performance monitoring, program planning, and economic analysis.

### *ii. Center for Youth Wellness Adverse Childhood Experiences Assessment*

Each youth referred to the Diversion System of Care will have an Adverse Childhood Experiences (ACEs)<sup>4</sup> evaluation completed for them during the intake appointment. This tool will be utilized to determine the optimal case plan and services for both the youth and family.

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children and higher-needs families who may need ongoing support after the youth has completed initial diversion requirements.

<sup>2</sup> Collateral contacts include any contacts via phone, text, email, etc. with the youth, parent/guardian, or service providers involved in the case. One collateral contact per month must include a parent/guardian contact.

<sup>3</sup> The GAIN assessment is designed to measure the recency, breadth, and frequency of problems and service utilization related to substance use, physical health, risk/protective involvement, mental health, environment, and vocational situation. The GAIN evaluates Problems and Service Utilization; Substance Use; Mental Health (internalizing and externalizing problems); Crime and Violence; Stress; Physical Health; School and Work; and Quality of Life.

<sup>4</sup> Based on the instrument created by Vincent Felitti and Robert Anda for use with adults, the CYW Adverse Childhood Experiences Questionnaire (CYW ACE-Q) is a clinical screening tool that calculates cumulative exposure to ACEs in patients age 0 to 19. The youth is asked to report how many experience types (or categories) apply to them. The CYW ACE-Q is intended for use in pediatric and family practice settings to identify patients at increased risk for chronic health problems, learning difficulties, mental and behavioral health problems, and developmental issues due to changes in brain architecture and developing organ systems brought on by exposure to extreme and prolonged stress. The tool is available in three age-specific versions, and in English and Spanish. It takes approximately two to five minutes to complete.

*iii. Strength, Needs, and Cultural Discovery Assessment*

The case manager will complete the Strengths, Needs, and Culture Discovery Assessment (SNCD)<sup>5</sup> throughout the intake process with the youth and the family. The SNCD will be used to fill any gaps that are not covered by the other assessments.

3. Develop a continuum of available diversion programs, to include restorative justice and credible messenger mentorship pilot programs, and a pathways-to-career program.

**COMPLETED**

The Diversion SOC uses all possible community providers in Duval County to provide a comprehensive continuum of care. After the initial appointment and assessments with the case manager, an individualized case plan is developed with the youth and their family. Youth who are placed into Tier II or III and are referred to JDAP, WINS Diversion, or other qualifying programs will be required to incorporate the case manager's recommendations into their own internal case plan. This step is to ensure a coordinated case planning framework based on valid and reliable assessments, so that the provider's internal case plans are reflective of the youth's criminogenic needs and strengths. Further, if amendments are needed, the provider can request them from the case manager. Case plans include referrals for identified needs, contact requirements, volunteer hours, and restitution, when appropriate.

The Center for Children's Rights (CCR), a Restorative Justice contract provider, facilitates Restorative Justice Victim-Offender Community Conferences for the Diversion SOC.<sup>6</sup> The Community Conference is successfully completed if everyone meets and develops an agreement, and the entire process is successfully completed when the victim agrees that the agreement has been fulfilled.<sup>7</sup>

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<sup>5</sup> The SNCD is a comprehensive review of the youth and their family. The SNCD assessment provides an understanding of how the youth sees their world and how they have come to survive through their adversities. This assessment provides an opportunity to get to know the client on a deeper level. The SNCD gives the case manager a better understanding of the strengths, assets, and resources the client possesses and a starting point to understand the family. It also provides an overview of the youth's culture and needs as the client defines them.

<sup>6</sup> The Conference process involves everyone impacted by and involved in the offense, as well as supports or resources identified to engage in a facilitated discussion, with participants developing an agreement of how the youth can repair the harm. A trained facilitator conducts pre-conferences with all participants to prepare for the Conference, then facilitates the Conference, and monitors follow-through with the agreement, providing notification upon completion and satisfaction of the agreement. Restorative Justice Community Conferences provide a way for victims to lead the process and speak directly to the youthful offender. Subsequently, Conferences provide youth an opportunity to take responsibility and to be accountable directly to the person they have harmed, providing a socio-emotional learning opportunity focused on building relationship and connection.

<sup>7</sup> The CCR's Community Conference is based on Restorative Response Baltimore and CCR facilitators were trained directly by Lauren Abramson, a nationally known expert in the field who presented to the JJAC. Dr. Abramson continues to support CCR's Community Conference program through consultation, technical support, and mentorship.

To provide mentoring services to the youth in diversion, PCH has developed partnerships with Big Brothers Big Sisters, the D. W. Perkins Bar Association, 100 Black Men, as well as other providers in the community. The goal is to link youth to these mentors to aid in their case plan and develop a new pro-social relationship that will stay with them after their case is complete.

KHA has partnered and funded Florida State College at Jacksonville (FSCJ) Career Connect, with a focus on diversion participants. This program connects youth to programs to earn degrees and skills-focused certificates. Youth who do not have a high school diploma will be given the opportunity to obtain one or a recognized equivalent. Additionally, the CCR has partnered with diversion services to offer educational advocacy for students who have Individual Education Plans or other unique-learning circumstances.

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| <p>4. Limit the State Attorney's Office's role in diversion to front-end (referral) and back-end (successful or unsuccessful completion) only.</p> |
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### COMPLETED

After a diversion decision is made by the Assistant State Attorney, the SAO Diversion Liaison refers the case to diversion. The new process provides the case manager with the ability to assess the youth and family before determining the appropriate type and tier of diversion programming. This procedure allows for a case plan to be individualized and to connect the youth and family with the right services and provider. In circumstances with more sensitive cases, the case file may include special disposition requirements requested by the youth's attorney and the Assistant State Attorney.

When a case is closed, the case manager completes a document that indicates whether the youth was successful or unsuccessful and provides a summary of the youth's progress or non-compliance while in diversion programming. This summary is then sent to the SAO as notification for diversion closure.

The case manager makes repeated attempts to engage the youth and family prior to an unsuccessful discharge. If a youth is not compliant with their case plan, a Pre-Closure Staffing will be completed with the case manager, supervisor, youth, and family. The goal is to motivate the youth and family, but to also re-evaluate the case plan and any barriers that may be causing the non-compliance. If so, the case plan will be amended to reflect that. Once the staffing is completed, the case will be reviewed by the case manager and supervisor to determine if any positive progress has been made.

5. Eliminate the initial judicial hearing required for diversion participation.

COMPLETED

This process was eliminated shortly after the JJAC report was issued, in September 2019.

6. Eliminate all jail tours from prevention and diversion programming.

COMPLETED

Jail tours were eliminated shortly after the JJAC report was issued, in September 2019.

7. School and community requests for diversion programming should go directly to the diversion provider, not to the State Attorney's Office, eliminating at-large referrals.

COMPLETED

All Teen Court discharge cases are sent directly to diversion instead of to the SAO for possible prosecution. This new process creates a second opportunity to engage the youth and family in diversion/prevention services. To ensure that programming is relevant, the case manager looks to re-engage the youth and family in new services and case plan requirements that have not been previously attempted.

Additionally, any requests from Duval County Public Schools (DCPS) or families for non-criminal diversion programming are sent directly to PCH for an assessment and determination as to whether the program is appropriate.

8. Make post-completion services available for children and families who choose to engage in the services beyond the child's completion of diversion.

COMPLETED

Within 30 days prior to the youth successfully completing their case plan, the case manager and a supervisor review the case to discuss any need for aftercare services.<sup>8</sup> The aftercare services and recommendations are determined on an individualized basis depending on the youth's completed

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<sup>8</sup> It should be noted that aftercare services can be recommended and put into place for the youth but cannot be enforced once their case is closed.

case plan, personal goals, and desire to engage post-programming. The recommended list of aftercare services is discussed with the youth and family after the staffing and referrals are made. These recommendations are included in the Case Closure Notification form that is submitted to the SAO.

Possible aftercare services include continuing in individual therapy or other mental health, substance use, or behavioral services (youth with these ongoing services must be stabilized and a recommendation from the therapist must be documented); enrolling in post-educational or job readiness programs such as Career Connect at FSCJ, Job Corp, and Operation New Hope; referring to the D. W. Perkins Bar or 100 Black Men mentoring project, engaging in after-school or community-based sports, clubs, or community centers; and any Diversion Alumni services<sup>9</sup> that are available.

Families are encouraged to maintain participation in parent-support groups and parenting classes. Also, youth and families are provided contact information to talk with the program coordinators in order to maintain a line of communication if they should need resources in the future.

UPDATE RELEASED APRIL 8, 2021

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<sup>9</sup> Diversion Alumni services offered to all successful discharges include peer mentoring and support for active participants, participating in volunteer events to speak about their experiences with current diversion participants, and participate in annual/bi-annual expungement events to expunge their records.



## **Duval County Diversion System of Care**

### *Restorative, Educational and Equitable Programs for Justice-Involved Youth*

In 2017, State Attorney Melissa Nelson convened the Juvenile Justice Advisory Committee with a primary goal of reviewing research and best practices to improve the juvenile diversion programming for justice-involved youth.

The result was a recommendation to expand diversion programming, moving its delivery from the State Attorney's Office to a community-based program managed by Kids Hope Alliance.

After awarding the implementation of the program to the Partnership for Child Health, the *Duval County Diversion System of Care* launched in 2021 with an initial caseload of 170 justice-involved youth.

The model utilizes best practices from the Diversion Juvenile Justice in Miami-Dade County successfully developed and deployed more than ten years ago with impressive evidence-based outcomes recorded for its youth population.

### **Expected Outcomes for Justice-Involved Youth in Duval County**

- Reduce involvement in the juvenile justice system by providing prescribed services to divert juvenile offenders and reduce recidivism;
- Incorporate accountability activities, counseling/therapeutic services, family supports, and youth development activities that strengthen protective factors and reduce risk factors that lead to delinquent and maladaptive behavior;
- Ensure greater access to diversion services county-wide so that eligible youth are served in the timeliest and most appropriate manner to reduce barriers the family may have in accessing services
- Reduce disproportionate minority representation of youth by ensuring equitable access to effective culturally competent programming.

### **Diversion Process**

Youth who are diverted from the State Attorney's office to the Partnership for Child Health are assigned a Diversion Case Manager. Based on evidence-based needs and assessment screening tools, the youth is placed into one of three tiers with various levels of programming, services, impacts and timelines for successful completion.

**For more information, visit [partnershipforchildhealth.org/diversion](https://partnershipforchildhealth.org/diversion)**





# Duval County Diversion System of Care Process Map

Youth is diverted by State Attorney's Office (SAO)

Youth's case is sent to the Partnership for Child Health (PCH) and assigned to a Diversion Case Manager (DCM). The YLS/CMI Assessment, ACE, GAIN-Q3 (if not completed by CJRG), SNCD, Educational Needs Evaluation, & Restorative Justice (RJ) screen are completed. Based on the information collected and the score of the YLS/CMI, a youth will be placed into a Programming Tier.

*Tier placement is subject to mitigating and aggravating circumstances and will be staffed on a case-by- case basis.*

**Tier 1**  
Youth will score "low" on the YLS/CMI, have low/moderate criminogenic needs, & high to moderate strengths

**Tier 2**  
Youth will score "moderate" on the YLS/CMI, have low/moderate criminogenic needs, & low/moderate strengths

**Tier 3**  
Youth will score "high" or "very high" on the YLS/CMI, have high criminogenic needs, & low/moderate strengths

*Each youth, regardless of which Tier or Program they are referred to, will have a DCM assigned for legal oversight*

- Youth in this tier may be referred for the following services:
- Restorative Justice Practices
  - Victim Impact Panels
  - Stop Now and Plan (SNAP)
  - Mental Health Services\*
  - Substance Abuse Evaluation and Treatment\*
  - Anger Management\*

- Youth in this tier may be referred for the following services:
- Juvenile Diversion Alternative Program (JDAP)
  - Mental Health Services\*
  - Victim Impact Panels
  - Targeted Case Management
  - Substance Abuse Evaluation and Treatment\*
  - Anger Management\*
  - Healthy Sexuality Classes
  - WINS Grant

- Youth in this tier may be referred for the following services:
- Functional Family Therapy
  - Mental Health services\*
  - Psychiatric services\*
  - Substance Abuse Evaluation and Treatment\*
  - Applied Behavioral Analysis Therapy\*
  - Sexual Offender Counseling
  - WINS Grant

*Letters of Apology, Life Skills Classes, Educational Workbooks, Community Service Hours, Book Reports, Nurturing Parent Groups, Educational-Legal Advocacy, DW Perkins Mentoring Project, Community Conferencing, River Oak Recovery School, and FSCJ's Career Connect program will be utilized across the diversion continuum if appropriate*

When a youth has completed all treatment recommendations, the Program referred to will submit a Closure Notice for review to the DCM assigned and Program Director. If approved, it will be submitted to the SAO for final review and approval for case closure.

*\*Mental Health & Substance Use treatment services will be used across the continuum based on the need and appropriateness*