

## 1. Introductions and Instructions

Tyra Tutor, Finance Committee Chair

Tyra Tutor welcomed everyone to the meeting and introduced the other committee members in attendance, Jenny Vipperman and Rebekah Davis.

## 2. Public Comment Regarding Action Items

*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*

Ms. Tutor gave everyone the opportunity to make a public comment about an action item on the agenda. There were none. She then asked if there were any minutes. Mike Weinstein explained that the minutes were up to date and posted to the public. Ms. Tutor then indicated that Shari Shuman would be sitting in for Jessica Pitts today.

## 3. Committee Discussion

### a. Finance Review

Jessica Pitts, Director of Finance

Shari Shuman explained that the numbers hadn't changed from the last time the committee saw the numbers. She then indicated that the city had transferred the first quarter funds which helps with our cash position. Otherwise, the projection for salaries and expenses are fairly stable from where we thought they would be. The budget variance will come down as we get closer to the end of the year and will be used for other programs. It's very early to start doing projections. She then went on to cover the budget line items including Salary and benefits, legal expenses, grants/aids, transfers for grants, transfers for the debt service. Two things will occur: grants/aids budget will increase once recapture funds have rolled over. The recapture funds from two years ago (2021), still haven't been rolled over by City Accounting but they should be about \$2 million. Shari Shuman then opened the floor for questions. Mrs. Tutor asked when we would present the final 9/30/22 full year financials which would include the final recapture amount for 2022. Mrs. Shuman mentioned that we should have those figures within the next two months. Mr. Weinstein indicated that the City is calculating the recapture amounts for all City departments and we should find out along with the other city entities in a couple of months. Mrs. Tutor mentioned that we are in good shape and thanked Mrs. Shuman and Mrs. Pitts for their hard work.

## 4. New Business

### a. Approval of Proposed RFPs

Dr. Saralyn Grass, Chief Administrative Officer

Dr. Grass thanked the Research and Grants team for their hard work preparing the RFP's. The first is Afterschool and Summer programming which is close to what we have now. She explained the number of days required for programming and the emphasis is on literacy,

workforce development, physical and mental health and enrichment activities. Dr. Grass explained that in the Governance meeting we discussed the criteria is arranged in order of priority because some students have an IEP and could be at any income level. Jenny Vipperman asked about Units of Service, and if that is per child/per day/enrolled. Dr. Grass clarified that units are based on actual student attendance and if programs reach 80%, they get paid 100% of their monthly contracted amount to cover their overhead. This structure of 80/20 is based on how the state pays VPK providers on a per child basis. Tyra Tutor asked if we would increase our unit cost to cover security, Mike Weinstein mentioned that we would negotiate the rate with the providers. She then asked if the special needs UOS rate of \$50.00 was better for providers. Dr. Grass indicated that she had several conversations with Mary Bishop at PAL who has two special needs programs, and our rate is actually higher than what they're currently getting, and the 80/20 policy really helps. Dr. Grass then mentioned that the last column of the matrix includes KHA's five primary goals for each RFP.

Read JAX Literacy Pilot RFP – This is a unique pilot which stemmed from the work of the Read Jax steering committee, DCPS focus groups with Principals and parents. This is a culmination of two years of work with the Read Jax committee and we're encouraging providers to coordinate with other programs on the overarching themes of literacy and workforce development.

Services for Children, Youth, and Their Families RFP - This RFP contains several different elements like workforce development and literacy which were previously captured in several individual RFP's. We've combined these elements into one RFP because it's easier for us and the providers to process and respond to one RFP versus several smaller ones. It has the same eligibility criteria as afterschool and the program can set a different eligibility criterion, but it must be approved by KHA. They are paid by Units of Service which is better for the providers because no receipts are required but the student attendance documentation which we receive is very detailed. With submitted cost reimbursement budgets, KHA will attempt to convert them to Units of Service. We are hoping for March 8th submissions of the RFP's to Procurement and the RFP's will be open for 4-6 weeks. Our budget (Schedule M), has approximately \$38 million available to fund these RFPs.

Motion: Tyra Tutor

Second: Jenny Vipperman

The motion was approved unanimously 3-0.

**b. Grant Application for NLC City Inclusive Entrepreneurship (CIE)**

Tyrica Young, Director of Research & Grants

**5. General Public Comment**

No public comments.

**6. Next Steps and Meeting Schedule**

Tyra Tutor adjourned the meeting.