Kids Hope Alliance – January Board Meeting Minutes

January 24, 2024

1. Introductions and Instructions

Marsha Oliver, Board Chair

Marsha Oliver called the meeting to order at 9:30 am. She began by wishing everyone a Happy New Year and welcoming them to the January Board meeting. Next, she summarized some of the events that KHA participated in recently beginning with the Eastside Holiday School Supply Giveaway at the First Baptist Church of Oakland in December. She explained that KHA distributed items to students which included clear backpacks, school supplies, and educational games. In addition, KHA employees attended the 37th Annual Martin Luther King, Jr. Breakfast at the Prime Osborn Center. The breakfast commemorated the 95th anniversary of Dr. King’s birth and honored his life-long commitment and achievements toward his dream for social change. Last, KHA is looking forward to participating in Mayor Deegan’s 2024 Literacy Challenge kickoff this Saturday, January 27th.

Members Present – Marsha Oliver, Cynthia Nixon, Lawrence Dennis, Carson Tranquille, Kevin Gay

Members Absent – Meredith Chartrand-Frisch, Connie Hodges

1. Employee Service Recognition

Marsha Oliver, Board Chair

Mrs. Oliver began by recognizing Delphine Brock for 25 years of service to KHA. Mrs. Brock is the Director of Program Quality and an outstanding CDA Trainer. She asked Mrs. Brock to come forward to receive her letter of Congratulations and 25-year service pin from the Mayor’s Office.

1. Public Comments

Ms. Oliver explained that public comments would be taken for each item on the agenda. Comments must be made about the specific agenda item. The audience will have an opportunity for public comment on general topics at the end of the meeting.

1. Approval of Minutes – Mrs. Oliver asked the Board to review the minutes from the January meeting and advise if there were any revisions. There were no changes, so she asked for a motion to approve the minutes.

Motion: Carson Tranquille

Second: Cynthia Nixon

Approved: 5-0

1. Governance Meeting Recap

Lawrence Dennis, Governance Committee Member

1. Vote needed to accept recommended changes to Bylaws

Mr. Dennis summarized the Governance Committee meeting held on January 16th. He indicated that all Committee members, including Connie Hodges and Meredith Chartrand-Frisch, were present, in addition to the Board Chair, Marsha Oliver. He indicated that the Board Action items on today’s agenda were discussed in depth and each item was approved unanimously by the committee. The Committee also discussed the timeline and activities that they will complete between now and July. The first major endeavor for the Committee will be to review and modify the Board Bylaws and in March the committee will review Board approved policies and the Grant Review procedures.

Mrs. Oliver asked for a motion to accept these recommendations.

Motion: Lawrence Dennis

Second: Kevin Gay

Approved: 5-0

1. Finance Meeting Recap

Cynthia Nixon, Finance Chair

1. Vote needed to accept recommended changes to Board Finance Policies

Mrs. Nixon indicated that the Finance Committee met at 3:30 pm on January 16th. She explained that Committee member Carson Tranquill and herself were present and Kevin Gay participated via Zoom. The Board Action items on today’s agenda were discussed at length and approved unanimously by the committee. The committee also discussed KHA’s Financial reports in detail. Special thanks to Jessica Pitts, the Director of Finance, for providing detailed reports that support the summary reports. The Committee also discussed the timeline and activities which we will complete between now and July with specific emphasis on the Advance Payment and Audit procedures.

Mrs. Oliver asked for a motion to accept these recommendations.

Motion: Kevin Gay

Second: Carson Tranquille

Approved: 5-0

1. Consent Agenda

Dr. Saralyn Grass, Chief Executive Officer

1. Grant Application: AI for Human Agency Grant

Dr. Grass explained that a grant application was submitted to this foundation to secure funding for artificial intelligence, but it was denied. The foundation did retain KHA’s application and invited us to reapply if additional funding becomes available.

1. Mayor’s Youth at Work Partnership

This action item is a request for additional funding ($1,250,000) to increase the number of participants this summer from 300 to 600. This funding was provided by the Mayor’s office to provide positive career pathways for youth and young adults.

Mrs. Oliver asked if there was any discussion, and there was none. She asked for a motion to approve the Consent Agenda.

Motion: Carson Tranquille

Second: Lawrence Dennis

Approved: 5-0

1. Partner Presentation

Rob Kelly, Chief Executive Officer, Read USA

Rob Kelly provided an overview of Read USA’s literacy initiatives and discussed reading comprehension and fluency, particularly in the 3rd and 4th grades.

1. Contracting Process

Joyce Watson, Director of Administration Contracts & Purchasing

Joyce Watson provided an overview of the tasks completed by her team including contract execution, facilities maintenance, and ethics protocols.

1. Programs Update

Kenneth Darity, Chief Administrative Officer

Mr. Darity provided an overview of work completed by the following teams: Contract Management, Program Quality, and Quality Assessments. He also thanked the providers for their hard work and support.

1. CEO Report

Dr. Saralyn Grass, Chief Executive Officer

Dr. Grass summarized recent KHA initiatives including the Holiday Giveaway at the First Baptist Church of Oakland, the Capitol Connection Newsletter, the Bookmobile, and the IACET Accreditation process. She also commended KHA’s staff for their hard work and support in handling an increased number of contracts and the implementation of the Agiloft system.

1. Public Comments

Marsha Oliver asked if there were any public comments, but there were none.

1. Adjourn

The meeting was adjourned at 10:50 a.m. by Marsha Oliver.