



**FINANCE COMMITTEE MEETING SUMMARY**  
**April 10, 2019**  
**9:30 AM – 11:00 AM**

**Voting Board Member Attendees:**

Tyra Tutor  
Dr. Wells

**Non-voting:**

Donna Orender

**Staff:**

Joe Peppers, Cynthia Nixon, Delores Williams, Adam Miller, Mary Tobin, Dr. Jennifer Blalock, Mary Nash, Jerelyn Allen, Kenneth Darity, Katoia Wilkins, Joyce Watson, Ruth Waters, Dae Lynn Helm, Shaterica Moore, and LaRaya Strong

**COJ Staff:**

Julia Davis, Office of General Counsel

**Guests:** Terri Florio, Mal Washington; Jerome Baltazar, Communities in Schools; Eileen Briggs, Sulzbacher

**Call to Order**

The Finance Committee Meeting was called to order at 9:32 a.m. by Tyra Tutor, Finance Chair. Ms. Tutor thanked everyone for coming and asked approval of the March finance summary. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for comments. With none being heard the motion to approve passed. With none being heard, the motion to approve passed.

**Finance Report**

Cynthia Nixon stated the report runs through February 28, 2019. The first report is a combined report that show City funded and grant funded accounts into one report. Ms. Nixon went through each grant and line item in detail. Ms. Nixon stated there are grants in which we operate in arrears but then we submit for reimbursement. Everything is on target.

**Other items discussed:**

|                                    |  |
|------------------------------------|--|
| All Operation Funds Indexes        | 21 <sup>st</sup> Century Community Learning Center Grant |
| Afterschool Food Program Grant     | Healthy Families Grant                                   |
| SAMHSA Grant                       | Wallace Foundation Grant                                 |
| Youth Travel Trust Fund            | Jax Kids Book Club                                       |
| Criminal Justice, Mental Health &  | Beaches Community Fund                                   |
| Substance Abuse Reinvestment Grant | Stop the Violence Trust Fund                             |



## Mini Grants Program Trust Fund

### New Business

**Dr. Jennifer Blalock introduced the Intervention and Prevention Trust Fund Small Grants Application.** The Committee is asked to approve the application for small grants awards. These grants will follow the same frame work as the Youth Travel Trust Fund application. The awards can be up to \$5,000 to organizations that provide programs for children and youth in the Jacksonville community. The application has been reviewed by the Office of General Counsel and Risk Management. Dr. Blalock stated that the changes requested by the Governance Committee have been incorporated. The framework to provide flexibility for smaller grassroots organizations. Other items discussed were, Bonus points, competency and experience, the Essential Service category it will represent and collaborative efforts. There was discussion about the application and the number of kids it hopes to serve. Mr. Peppers talked about a dream fund and what that would look like. Dr. Wells made the motion to approve the Small Grant application. and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms., Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

### **Adam Miller introduced the item Youth Travel Trust Fund Application**

Mr. Miller stated that updates have been made to the Ordinance language and that legislation has been filed to get approval of the changes. Mr. Miller has been working closely with the Office of General Counsel on the updated application before you. This revised application includes all the Governance Committee’s request.

Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for further discussion and public comments.

With no comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor of the amendment and the motion as amended.

### **Dae Lynn Helm introduced SAMSHA Expansion Grant.**

The Committee is asked to give Kids Hope approval to apply for a Department of Health and Human Services Substance Abuse Grant with System of Care Expansion and Sustainability. The purpose of the grant is to improve the mental outcomes for children and youth, birth through age 21, with serious emotional disturbance, and their families. It was recommended to remove the cash match and make it in kind match from KHA in the form of office space. Ms. Helm mentioned that other agencies will also be providing in kind matches. Ms. Tutor asked about these types of services. Ms. Helm stated that this is nothing new, we are already working in partnership with the System of Care. It was recommended that this be added to the action item to clarify any questions that the board may have. There was discussion whether no cash match will weigh less favorable. Dr. Wells made a motion to approve and Ms. Tutor seconded it. Ms. Tutor



opened the floor for further discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Dae Lynn introduced Opioid Affected Youth Grant.**

The Committee is asked to give approval to Kids Hope Alliance to apply for grant with the U.S. Department of Juvenile Justice and Delinquency Prevention. Ms. Helm stated that Kids Hope Alliance had applied for the grant last year and was not selected. We have since received feedback and are working to reapply and incorporated what may as hindered our chances. Dr. Wells made the motion to approve and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. Mr. Peppers talked about building partnerships and collaborating efforts. Dr. Wells talked about the language in the Ordinance Code and Julia Davis stated that we would not be providing direct services but partnering with System of Care. There was discussion on the language in the action item and suggestion were made to clarify it before the board meeting. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Dae Lynn Helm introduced Partnership to Advance Youth Apprenticeship.**

The Committee is asked to approve KHA to apply for a grant through the Partnership to Advance Youth Apprenticeship. This is a planning grant to create and implement youth training and employment opportunities through high quality apprenticeship programs and strengthening equitable outcomes. The Committee suggested adding what are getting from this grant. Ms. Tutor asked for a motion to approve the application process. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Dae Lynn Helm introduced Office of Juvenile Justice and Delinquency Grant Application.**

Authorize KHA to apply for a grant from the Office of Juvenile Justice and Delinquency Prevention for. This program will promote and expand services in detention and correctional facilities to incarcerated individuals and their minor children younger than age 18 and provide services to children of incarcerated parents by facilitating access to services that support their needs. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. There was discussion of other agencies that once provided this service. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “ay”. All were in favor and the motion was passed.

**Ruth Waters introduced SAMHSA Budget Amendment Request.**

This request is to revise the budget to allow for terminal leave payout for employees at the end of the contract period pending approval by the Department of Health and Human Services. Carry over year three funds to the current year 4. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.



**Kenneth Darity introduced Continuation Program Funding for Afterschool.**

The funding at the site locations for afterschool programming as outlined in Exhibit 1 in the amount of **\$11,942,307**, of which **\$3,033,704.75** is from FY18/19 funding, and the remainder of **\$8,916,730.25** is subject to appropriation by City Council in KHA’s FY19/20 budget.

Exercising the second and final renewal option under the Jacksonville Children’s Commission and Jacksonville Journey contracts for these sites and issuing an advance payment of up to 25% per the terms of RPF(s) ESC-0410-17, ESC-0422-17, ESC-0436-17, ESC-0465-17 and ESC-0466-17 as applicable. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. Ms. Nixon explained why the need for legislation. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Mary Nash introduced Trauma Training Program.**

Approve the Scope of Service and Evaluation Matrix for a new Request for Proposals for the implementation of a Trauma Training program. Services delivered under this award will include trauma training that will provide knowledge and strategies to appropriately recognize and respond to the needs of children and youth who have experienced trauma in order to create a culture of connectedness and safety that will promote more positive outcomes for children. The program targets parents, providers, youth, and community leaders working with children in the City of Jacksonville. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. Julia Davis from the Office of General Counsel recommend the approval with language clean up. With no other comments being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Katoia Wilkins introduced the Violence Mini Grants.**

Ms. Wilkins stated that two agencies declined the funding and that since these funds must be used, they will be going down to list to fund the agencies next in line. America’s Little Leaders and Pearls of Perfection. Ms. Wilkins stated that the funds came from other agencies declining the funding. Ms. Wilkins stated that the agencies will be contacted, and onboarding and training will be provided. As funds become available, they will continue to move down the list since the funding is one time only and agencies can not be awarded these funds twice. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the motion was passed.

**Budget Discussion**

Mr. Peppers went over a budget proposal for FY19-20. Mr. Peppers said the budget will contain what we plan to do and include our budget enhancement. Mr. Peppers did a quick overview of



his list and asked for feed back and comments as he went through the list. Mr. Peppers stated the May Finance meeting will serve as a budget workshop and invited all members to attend. Ms. Tutor asked if the budget report could resemble last year with the percentages of each Essential Services Category. Ms. Nixon went over the budget time line, enhancement request and salaries that will roll into the budget.

**Public Comment**

Ms. Nixon thanked Shaterica Moore for all her help and support with the Stop the Violence Mini Grants.

Dr. Blalock birthday is April 13<sup>th</sup>

**ADJOURN**

The meeting was adjourned at 11:52 a.m.