



Board of Directors Meeting

October 8, 2020

Members Present: Bill Griffin, Reggie Williams, Robin King, Jim Weite, Paul Schandel, Geri Westfall

Staff Present: Karin Flositz (CEO), Kellie McKenzie (Director of Case Management), Kristin Pandolfi (Director of HR), Danielle Antoine (Director of Programs), Tiffany Edwards (CPA with James Moore & Co.), Christina Remmert (Executive Assistant)

Guests: Lori McCray (DCF)

	DISCUSSION	ACTION	ASSIGNED TO & DEADLINE
MEETING CALLED TO ORDER	Meeting called to order at 4:05pm by Bill Griffin.		
INTRODUCTIONS	Introductions were made.		

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CONSENT ITEMS	<p>Bill made motion to approve the minutes, Pam seconded, ALL APPROVED.</p> <p>Bill moved to approved HR reports, Paul seconded, ALL APPROVED.</p>		
FINANCIAL DEPARTMENT	<p>Tiffany reviewed the August Financials and stated that CPC (Community Partnership for Children) ended the month of August with 1.6M in revenue. The largest expenses included Adoption, Case Management and OHC (Out of Home Care). There were high pre-paid expenses due to general liability insurance.</p> <p>Tiffany commented that Adoption revenue is always overbudget this time of year but will be reimbursed by DCF (Department of Children and Families). Independent Living is overbudget which is normal this time of year. OHC support is overbudget by 121k because the clothing budget was paid in July.</p> <p>Tiffany stated that CPC has received confirmation that our carry forward is 1.9M and our net underspent is 1.44M. All CBC's (Community Based Care) in the state of Florida were asked to provide a budget</p>		

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DISCUSSION ITEMS	<p>scenario with a 3% and a 6% cut. CPC did receive word from DCF that there will be a 3% cut this fiscal year. Tiffany stated that this equates to about 748K for CPC.</p> <p>Tiffany stated that according to DCF, this is a one-time non-recurring cut.</p> <p>Karin thanked Tiffany and commented that the state of Florida general revenue is significantly impaired due to COVID. She stated that there have been several calls regarding how they are going to unfold the cuts. At one-point CPC was 74.4% funded compared to the other CBC's and the cut may not apply.</p> <p>Paul asked Karin if the best-case scenario then is 0, then 3% and possibly 6%.</p> <p>Karin replied that she thinks the worst-case scenario would be 3% because CPC is underfunded.</p> <p>Bill asked if it's possible to give the same level of service with these cuts.</p> <p>Karin replied that at this point it is possible but there are outside factors that can complicate CPC's cost of care.</p>		

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	<p>Karin stated that on a positive note, CPC is hiring Case Managers and lowering the number of children on each caseload. CPC currently has 12 new certified Case Manager's however the court slow-down is of concern. Karin stated that reunifications have slowed down as well as adoptions due to the courts.</p> <p>Karin stated that re-entries have not slowed down; the intakes have gone up and the shelters have gone up in the same way. Since last July there have been 847 entries which is normal even without COVID. Adoptions have slowed down to half of what CPC normally completes due to the courts being back up.</p> <p>Karin stated that there are many cases waiting to move through the court system and the courts are not setting appointments until January. If it continues to back up CPC can (collectively with DCF) ask for visiting judges to sit trials and look at other permanency outcomes.</p> <p>Karin stated that Case Management has been reviewing every case and moving anything within CPC's control. The Adoption Department is ready when those cases are able to move through the courts.</p>		

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	<p>Kellie gave an update on a “Christmas to Remember” event since Myra could not be here. She stated that due to COVID the Christmas to Remember will be a drive through event. Families with children from Flagler will drive through and pick up their gifts. Kellie sent a link for staff to inform the families and CPC staff will volunteer.</p> <p>Danielle stated that CPC is having a Thanksgiving food drive again this year and will focus on relative and non-relative families.</p> <p>Danielle stated that CPC is working on our annual toy drive. Geri was able secure a place to store and conduct the toy drive. CPC will focus on relative and non-relative families and will serve about 700 kids this year. Danielle thanked the board for their support each year.</p> <p>Geri stated that she had a meeting with Cobb and Cole, and they want to be involved with the toy drive. They usually have a big party which is cancelled due to COVID, but they will still donate to the toy drive.</p> <p>Danielle said that some of the usual donors are not able to give as many gifts this year so that will be so helpful.</p>		

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CEO COMMENT	<p>Danielle stated that she is concerned about our teenagers. CPC is doing an Amazon wish list this year to help with the COVID.</p> <p>Paul asked what's the best way to donate, cash, gifts, etc.</p> <p>Danielle replied whatever works best for each individual.</p> <p>Robin replied to let her know what is needed for the teens.</p> <p>Danielle stated that because of COVID, CPC will distribute the gifts a little differently this year. The gifts will be due the first or second week of December.</p> <p>Geri stated that her team would love to deliver the gifts.</p> <p>Danielle stated that if the gifts are ready, CPC can come pick them up but because of confidentiality CPC staff will need to deliver the gifts.</p> <p>Karin updated the board on the status of CPC's contract with DCF. An invitation to Negotiate is required every 10 years and CPC's is due now. She stated that an RFI (Request for Information) was posted for</p>		

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BOARD COMMENTS/ DISCUSSION	<p>CPC and other CBC's in the same position. At this time, it is unclear if this is a springboard to the ITN or in lieu of the ITN. The questions are due 10/23.</p> <p>Robin asked if this is on a public web site.</p> <p>Karin replied yes, it's on the Florida State web site.</p> <p>Lori (DCF) stated that she is just being informed as well and to contact Jessica with any questions.</p> <p>Bill asked if we know what this all means.</p> <p>Karin stated that we do not at this time.</p> <p>Bill asked the board to complete a CEO evaluation package for Karin. Christina will send the evaluation form to each board member to be completed and sent back to Christina.</p>		
PUBLIC COMMENT	NONE		
ADJOURNMENT	<p>Bill moved to adjourn the meeting at 4:54pm. Robin seconded.</p>		