

## **BOARD OF DIRECTORS MEETING**

**DATE:** March 2, 2023 **TIME:** 4:00PM **LOCATION:** Zoom

**Members Present:** Pam Masters, Susie Dolan, Geri Westfall, Paul Schandel, Jim Weite

**Members Absent:** Dr. Gilbert Evans, Bill Griffin, Reggie Williams, Robin King, Myra Middleton

**Staff Present** Karin Flositz (CEO), Tiffany Edwards (CFO), Michelle Marrero  
Brittany Lawton, Kristin Pandolfi, Tara Thompson, Danielle Antoine,  
Christina Remmert

**Guests:** Lori McCray (DCF Government Operations), Christy Gillis (DCF  
Circuit 7 Community Development), Walter Sachs (DCF Regional  
Managing Director)

### **I. Call to order**

Pam called to order the regular meeting of the CPC Board of Directors at 4:02pm  
On March 2, 2023 via Zoom.

**II. Quorum:** Five of ten Board members present (four required)

### **III. Introductions:**

Karin introduced Michelle Marrero as the longest standing employee with CPC (Community Partnership for Children). She started in February 2002 as Court Liaison and has worked her way through many positions. Michelle holds a BA in Business Management and is our new Chief of Business Operations and Finance. Everyone welcomed Michelle to her new role. Michelle stated that she is very glad to be here.

Karin also introduced Brittany Lawton as CPC's Chief of Quality Management and Permanency. Brittany started her career in 2008 as a Case Manager and worked her way up to POA. She also worked on the west coast of Florida to train in Adoptions Competency. Karin stated that CPC is happy to have her in this role and to be at the table. Brittany replied that she is happy to be here and have this opportunity.

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Karin stated that we also have some sad news, Kristin Pandolfi will be resigning and pursuing another opportunity. She has thankfully given advanced notice and will not be leaving until April. CPC has filled that open HR Manager position and merged it with Training. CPC is excited for Kristin and for our new HR/Training Manager Andrea Voss-Gergely.

Board members introduced themselves and welcomed Michelle and Brittany.

Tiffany stated that the Board needs to approve removing Kristin Pandolfi as a check signer and add Brittany Lawton.

#### **IV. Consent Items:**

Pam motioned to approve the December 2022 Board meeting minutes, Geri seconded, **ALL APPROVED.**

Pam motioned to approve the January / February 2023 HR reports, Susie seconded, **ALL APPROVED.**

Paul made a motion to remove Kristin and add Brittany as a check signer on the bank account. Susie seconded, **ALL APPROVED.**

#### **V. Finance Department**

Tiffany reviewed the January 2023 financials and stated that CPC ended with approximately 5M underspent due to the new funding. She stated that the agency has hired forty-six new employees which is a record.

Tiffany stated that the DCF (Department of Children and Families) administrative rate is up to 2.88% due to the growth in recruitment and post adoption. The occupancy is over budget by 11K due to obtaining the first floor of the main Daytona office building. Adoptions is over budget which is a good thing and will be reimbursed by DCF. Independent Living is overbudget due to division x payments and the cost of children who have aged out.

Tiffany asked the Board if there are any questions.

Pam asked if there will be an issue with the large overspent amount.

Karin replied that contractually CPC is allowed a certain percentage of carry forward. The challenging part is to ensure that the monthly expenses are equal to the revenue, and it will take time. CPC has moved quickly to use the funds strategically and to

ensure that the agency is prepared for any spike in OHC (out of home care). CPC does anticipate that surplus number getting closer by the end of the year. Once CPC has the true carry forward amount, the agency will be able to spend appropriately. CPC was able to roll back insurance for staff and increase the employer contribution to support retention.

## **VI. CEO Comment**

Karin reviewed the child welfare measures report. She stated that in regard to safety, CPC continues to perform at or above the standard that has been set with the state. The agency struggles with exiting kids within 12 months of coming into care. The state changed this measure which is reflective of the national average. CPC is currently at 25.89 but Brittany and Tara have put together a plan to get us to the goal of 35.5. CPC is well above achieving the performance measure with exiting between 12-23 months.

Karin stated that dental services is above the state goal which is more good news. The agency has hired new staff to assist with that monitoring and the change is significant.

Pam asked when this new staff started at CPC. Karin replied at the end of January, and they have just started gaining traction. The goal is a moving target and trying to stay ahead is key.

Karin stated that the number of children in OHC has dropped to 866 kids which is significant. CPC has already reached 149 adoptions and 102 reunifications this year. Karin stated that CPC has secured four new providers; Bays (prevention), National Youth Advocate Program (enhanced foster care), Twin Oaks shelter program (placement for two boys and two girls) and Bethany Christian Services (family stabilization and family functions).

Karin stated that the chart for workforce stability shows CPC has the highest retention in state of Florida. The agency is very proud of that performance measure.

Pam replied that reflects great leadership.

Karin stated that it has been invigorating to finally build these programs and provide this really rich array to help families. The agency is also working with a marketing and branding agency so we will start to see CPC in the community in a way that we can be proud of.

Christy asked if any of the programs are for families that are at risk for coming into care.

Karin replied that Bays and Home Builders help prevent the removal of children and we need to make sure that we are using these programs.

Christy replied that DCF is planning to have them present at the mental health consortium.

Walter stated that Florida ranks 42<sup>nd</sup> in the ability to have the right workforce. He encourages CPC to spend money in professional development and well-being, to further encourage staff retention. He stated that he is so proud of everything CPC has accomplished over the years as he was there for the negotiations. He stated that he will be leaving state government soon and wanted to congratulate the team.

**VII. Board Comment** None

**VIII. Public Comment** None

**IX. Adjournment**

Pam adjourned the meeting at 5:05pm.