

BOARD OF DIRECTORS MEETING

DATE: May 25, 2023 **TIME:** 4:00PM **LOCATION:** Zoom

Members Present: Bill Griffin, Susie Dolan, Geri Westfall, Paul Schandel, Reggie Williams, Myra Middleton,

Members Absent: Dr. Gilbert Evans, Robin King, Pam Masters, Jim Weite

Staff Present Karin Flositz (CEO), Tiffany Edwards (CFO), Michelle Marrero
Brittany Lawton, Danielle Antoine

Guests: Lori McCray (DCF Government Operations), Christy Gillis (DCF
Circuit 7 Community Development),

I. Call to order

Bill called to order the regular meeting of the CPC Board of Directors at 4:02pm
On May 25, 2023 via Zoom.

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

III. Introductions:

Karin introduced Michelle Marrero as the longest standing employee with CPC (Community Partnership for Children) and our new Chief of Business Operations and Finance. Karin also introduced Brittany Lawton as CPC's Chief of Quality Management and Permanency.

IV. Consent Items:

Bill asked if there were any questions concerning the March board minutes and HR reports. No comments. Accepted as presented.

V. Finance Department

Tiffany reviewed the March financial snapshot. CPC (Community Partnership for Children) is currently underspent by just over 6M. The agency is currently reviewing their system of care and adding additional services needed to strategically utilize the additional funding.

135 Executive Circle • Daytona Beach, FL 32114

P: 386.238.4900 • F: 386.238.4860 • www.CommunityPartnershipforChildren.org



In May, CPC started expanding their physical offices to include the CPC Training and Support Center across the street from the main Daytona office. The agency currently leases a different location for training that will expire at the end of September.

CPC has a prior year carry forward of just under 4.7M and an administrative rate of 2.79%. The cash balance on March 31, 2023 was just over 14M. There are three categories that are over budget; Occupancy, due to the new building and the first-floor expansion; Adoptions which is fully funded by DCF once amended; and IL due to two expensive children who have aged out and entered the EFC with high costs, as well as Division X costs. CPC has received \$525,000 in additional revenue from the CBCIH contact and the training contract combined.

Bill stated that he likes the financial snapshot and summary view and asked for further explanation regarding the Division X cares money from COVID. Tiffany responded that it is direct federal funding from DCF (Department of Children & Families) for very specific expenditures, such as educational incentives. The program is not being renewed.

Bill asked if there is a cap on how much money can carry forward and Tiffany responded that 10% of the total contract.

Karin stated that she continues to have conversations with DCF and other counterparts on how the funding will annualize on future contracts. She stated that CPC was budgeted an additional \$13M but did not begin to receive funding until October of 2022. Moving forward, the actual expenditures will begin to decrease. The carry forward funding will give CPC the security needed for unexpected upticks in shelters and rising costs.

Reggie asked if DCF will annualize the carry forward amount moving forward. Karin replied that the amount stays on the budget as carry forward which is non-reoccurring money and can only be used for non-reoccurring expenses.

Reggie asked if the IL (Independent Living) Division X payments will be refunded since its overbudget. Tiffany replied that since it's in our planned budget, DCF will add it to our contact (as the program was extended) and CPC will be reimbursed those funds. Tiffany stated that the DIV X funds ended 9/30/2022.

Bill commented that for many years we wondered where the next dollar was going to come from. Prayers have been answered and we are in a strong position to take care of our kids and employees that will impact the families.

Karin replied that six other CBCs (Community Based Cares) in the state of Florida requested risk pool money and four of them received additional funds last year.

Tiffany presented the budget that needs to be approved by 7/1/23. She stated that CPC does not have the DCF revenue, insurance, and contract projections for next year yet. The budget will be reviewed again at the next board meeting.

Tiffany stated that salary and benefits were budgeted at a 10% vacancy rate and the Partnership IT contract ended in December 2023. The rental expenses for the new training and support office will need to be adjusted depending on the cost of utilities and maintenance.

She stated that CPC is utilizing a firm to assist with foster and adoption recruitment which increases the adoption budget. There is a 20% increase for client related expenses, interpreting, and transportation. CPC anticipates a significant increase in contracts and related expenses. While the OHC (out of home care) numbers are going down, the agency has more challenging children with higher group home rates.

Tiffany stated that the budget is currently showing a \$2M surplus amount. She asked to approve the preliminary budget with the understanding that an amended budget will be presented at the next board meeting.

Reggie motioned to approve the 2023-2024 CPC Operating Budget. Myra seconded. ALL APPROVED

Karin stated that it has been extremely difficult even with the Insurance Captive to find liability insurance. Karin will be meeting with ANI (Alliance of Non-Profits for Insurance) to see where we land. The first dollar of legal fees will be included in the deductible. The FCC (Florida Coalition for Children) reports that this is statewide issue since legislative reform did not happen this session.

Reggie asked the reason for hiring an organization to assist with the recruitment of adoption and foster parents. Karin replied that the FCC used Gold Marketing to do an assessment of the conversion rates from inquiries to foster parents and retention. CPC was able to see how other agencies tripled their recruitment and retention rates by using this organization. Gold Marketing will focus on branding and name recognition.

Geri commented that when she visits New York, she sees foster care commercials constantly and agrees this is important. Bill and Reggie also agreed this is important. Karin replied that the recruitment firm can pivot to recruit staff, adoptive parents, and other areas.

VI. CEO Comment

Karin reviewed the Child Welfare Measures Report and stated that CPC is making incremental progress, but there was a DCF significant rate error that will be recalculated next quarter. Case Management and Quality Assurance staff continue to work on permanency rates. As the number continues to drop, it makes it harder to meet this measure with more children trending towards TPR (termination of parental rights) and Adoption. The entire state is not meeting this goal.

CPC continues to work on and track the goal of no reentry within 12 months. The agency is outperforming the state with the goal of keeping siblings together and children receiving regular medical care. The agency is making progress with children receiving regular dental care and have dedicated staff monitoring and recording this measure. For the goal of each child seen every 30 days, the agency is in the green.

Karin stated that CPC currently has 781 children in out of home care and had several adoptions finalized this week. The last time CPC has seen a number this low was in April 2014 which was the lowest point since inception. As CPC has increased prevention services to keep children with their families, the children that are coming into care have higher behavioral needs and experienced trauma.

Karin reviewed the shelters per month and only 6 children were removed in the month of April. The agency finalized 193 adoptions and 149 kids were reunified.

Karin stated that there are two pending litigations. The first one happened in 2021. A CPC employee driving to court hit a pedestrian in the crosswalk. This case has gone through the insurances and is pending court litigation. There is a sexual abuse case in 2020 that has not moved through the criminal justice system yet. It was filed on behalf of the mother and is at the records request stage. The children in the case have been reunified with the mother and she left one child in our care. NTF (Neighbor to Family) is the agency that licensed the foster home, so they are the primary defendant, and we are the secondary. No court date has been set.

Karin stated that renewal and legal costs in the insurance deductible will be an issue as we move forward with the liability insurance.

VII. Board Comment

Bill commented that the shelters per month graph is wonderful to see. He asked if anyone from the board had any questions or anything to share.

Myra asked to include Flagler County in the new PR campaign for the Christmas to Remember event. Karin replied that Putnam and Flagler counties have been included.

Christy Gillis asked if CPC is seeing trends with difficult to manage teenagers such as Baker Acts or lockouts. Karin replied that the agency is seeing both and working closely with DJJ (Department of Juvenile Justice).

Lori asked to clarify the 75% rate of children being removed in certain age categories. Karin explained that of the children being removed, 75% are either newborns or ages 13-17. For the substance abuse newborns, there is only one provider in the area with one local residential resource for pregnant women. CPC has a nursing contract with Healthy Start Coalition to support those families and is working to develop an infant reunification program. CPC has Marchman acted several teenagers which creates significant placement issues. The agency is working diligently to address substance abuse issues timely and effectively.

Geri stated that her company is being featured in a real estate magazine and she would like to select the November issue to feature CPC's Holiday Toy Drive. Karin thanked her and stated that CPC would send her specific sponsorship language.

Bill stated that the next Board meeting would be in August. He thanked everyone for being here and for being part of the team.

VIII. Public Comment None

IX. Adjournment

Bill adjourned the meeting at 5:05pm.