

## **BOARD OF DIRECTORS MEETING**

**DATE:** August 22, 2024 **TIME:** 4:00PM **LOCATION:** Zoom

**Members Present:** Pam Masters, Susie Dolan, Paul Schandel, Myra Middleton, Jim Weite, Melissa Chelsey

**Members Absent:** Bill Griffin, Geri Westfall, Robin King, Reggie Williams, Dr. Gilbert Evans

**Staff Present** Karin Flositz (CEO), Danielle Antoine (COP), Tara Thompson (COO), Michelle Marrero, Brittany Lawton, Andrea Voss- Gergely, Christina Remmert

**Guests:** Lori McCray (DCF Government Operations), James Halleran (James Moore CPA)

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

Pam called to order the regular meeting of the CPC Board of Directors at 4:00pm on August 22, 2024 via Zoom.

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

### **III. Introductions:**

Karin introduced Melissa Chelsey, a new board member. All board members and staff introduced themselves to Melissa.

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

Pam asked if there are questions regarding the July 2024 HR reports and June 2024 board meeting minutes. No questions, accepted as presented.

Pam asked if there are questions regarding Harriett Holiday's new board member application. Karin stated that Harriett is salt of the earth, very educated and extremely qualified. Myra replied that Harriett has worked with the former Mayor of Putnam County. She is originally from Putnam although she lives in Palm Coast.

She retired from Flagler County schools in Human Resources. She is energetic and looks forward to serving the families and representing Putnam/Flagler Counties.

Pam requested a motion to approve Harriett's Board membership, Paul made a motion, Myra seconded. **ALL APPROVED.**

## V. Finance Department

James reviewed the June financials. He stated that the carry forward is at 15.3M. The administrative rate is still below 5% and the cash is near 20M in June due to receiving an advance. Adoption is overbudget, the agency did not receive as much to offset that cost which is not usual. There are CBCIH funds left over however that has ended, and has been replaced by Sunshine Health.

The total assets are at 25.6M, but is not recognized as revenue until we see the expenditures. In June the largest expenditures were salary/benefits and adoptions for the year. OHC (Out of Home Care) is always a large expense.

Pam asked why there is such a big swing with support being underbudget. James replied that for some reason CPC is budgeting more in that column than what was spent. He will investigate further and get back to the Board.

James stated that James Moore CPA has been handling the financials for CPC for a long time and the agency is in a lot better position now than in past years.

## VI. CEO Comment

Karin reviewed the Performance Report. She stated that the contract oversight monitoring has been completed and went well. She thanked Andrea for providing everything that was requested.

Karin stated that the 10M in preventative services has really made a difference. CPC is still making progress in the goal of exiting within 12 months. She pointed out the progress for dental at 94.8%. almost at the 95% goal. Karin recognized Danielle, Tara, and Brittany's hard work to make this happen. Karin stated that she is very pleased with how the agency is performing. She explained that the goal of No entry within 12 months is not showing the actual performance due to a family of six. That will soon drop off and the agency will be within the goal.

Susie replied that these current numbers are absolutely incredible, to where the agency was performing even six months ago. She can't believe how amazing Karin and her team are doing. Karin thanked her and replied its really great to see all of the team's hard work.

Karin stated that the agency is at the absolute lowest number of kids (550) since the initial contract in 2001. It's a really healthy place to be but the agency is prepared for an upspring, as the system does fluate. CPC will be ready with better programs in place and in a lot healthier environment.

Karin stated that at the last board meeting a conversation took placed regarding the conflicts of interest form. She informed the Board that the form will be email to them for signature via Docusign. Reggie had also asked for a list of contracted providers which she has put together for the Board's review.

Karin presented and reviewed a list of 29 contracts with 17 different providers. She explained that Choice House has family group homes; one for boys and one for girls on the west side. CPC has six providers that are child placing agencies and several emergency shelter group foster homes. Deveraux provides specialized foster homes. Bays on west coast provides in home intervention to help keep families together. CPC is pleased with the work they do. NTF (Neighbor to Family) manages non-judicial cases to keep families out of court. They are all valuable partners that help keep kids safe with their families.

Karin informed the board about a pending litigation with a second plaintiff that has filed. The cases are still at pre-trail status and she will keep the board informed.

Karin invited the Board to save the date for Adoption Day. She stated that Brittany is working hard on this special annual event.

## **VII. Board Comment**

None.

## **VIII. Public Comment**

None.

## **IX. Adjournment**

Pam adjourned the meeting at 4:40pm.