

## **BOARD OF DIRECTORS MEETING**

**DATE:** June 13, 2024 **TIME:** 4:00PM **LOCATION:** Zoom

**Members Present:** Bill Griffin, Susie Dolan, Paul Schandel, Reggie Williams, Robin King, Pam Masters, Myra Middleton

**Members Absent:** Dr. Gilbert Evans, Geri Westfall, Jim Weite

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

**Guests:** Lori McCray (DCF Government Operations), Suheyri Aversa (James Moore Accounting Firm)

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

Bill called to order the regular meeting of the CPC Board of Directors at 4:00pm on June 13, 2024 via Zoom.

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

### **III. Introductions:**

Tiffany introduced Suheyri Aversa who is in training at James Moore CPA firm.

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

Bill asked if there are any questions regarding the May 2024 HR reports and March 2024 board meeting minutes. No questions, accepted as presented.

Bill asked if there are any questions regarding Melissa Chesley's new board member application. Karin stated that she met Melissa at a training and then Paul referred her to CPC. She is committed, driven and an adoptive parent. CPC would be happy to have her. Paul replied that he had the opportunity to work with Melissa and she is a fantastic fit.

Bill requested a motion to approve her board membership, Paul made a motion, Reggie seconded. **ALL APPROVED.**

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Bill thanked Paul for making that recommendation. Bill stated to please inform Melissa that we welcome her with excitement and anticipation. Karin replied that Myra also recommended a wonderful woman in Palatka, and Karin has reached out to her.

## **V. Finance Department**

Tiffany reviewed the financial snapshot as of April 30, 2024. The agency is underspent by 3.3M, with a carry forward of 7.1M. The administrative rate has increased along with the expansion of the administrative department. For a long time CPC had the lowest administrative rate in the state of Florida. Cash balance is a little over 25M as the agency did receive an advance in funding. Travel is overbudget due to the rising cost in Florida. Other revenue included CBCIH and the training contract which ended in December of 2023.

Tiffany reviewed the 990 for 2022. There were delays from the State of Florida so it wasn't approved until March. There are no major changes from the previous year. Tiffany highlighted a few items; Board member names are on this document as public record, statement of functional expenses on page ten, and the disclosure for the Captive entity. There are no taxes due, but we are required to disclose a foreign entity of the casualty insurance company. Once the Captive dissolves, it will no longer be on the 990.

Bill asked what is being replaced for insurance. Karin replied that the Captive was for deductibles only. The agency will be paying its own deductibles moving forward.

Bill asked if there are any questions on the tax return. No questions.

Tiffany reviewed the budget. CPC is required to provide this budget to DCF (Department of Children and Families) to receive funds in September. The agency does not yet have the schedule of funds from DCF but it will not decrease, it may increase in some areas. The CBCIH contract will most likely end at 4k as CPC moves to its contract with Sunshine Health. CPC will soon begin negotiations with employee insurance which will most likely be a substantial increase. The agency will need to cover the first dollar of legal costs which previously did not have to do. This budget includes a 7.5% increase across the board with inflation. CPC's Palm Coast office will be moving and has a new lease. Adoptions and level one foster care are budgeted to the schedule funds and will be adjusted as needed.

There is a budgeted 5% increase in OHC (out of home care) and two new contracts are getting ready to begin. Tiffany stated that an amended budget will be reviewed in August once CPC receives the final schedule of funds. If not, it will be October. She asked if there are any questions.

Reggie asked about the focus of the new contracts. Karin replied prevention and appropriate housing for high risk youth. Karin was able to negotiate and rebuild a unique program with FUMCH (First United Methodist Children's Home), three years after a tragic event.

Reggie asked if there could be a review of the new contracts at the next meeting. Karin agreed.

Reggie asked about the change in legal fees on the budget. Tiffany replied that CPC previously had a deductible for legal fees if there are any cases. Insurance is no longer offering that coverage to any CBC (Community Based Care) in the state of Florida. The agency is required to pay the first \$1 of legal fees.

Pam asked for an example of the type of cases. Karin replied that a current case alleged sexual abuse in a foster home, and also explained that the agency is capped at 100k per incident.

Reggie asked what has been the typical number of cases per year. Karin replied that her experience has been around one case every two years. The cases have never gone to court and have all been resolved prior.

**Bill made a motion to approve the 2024/25 budget. Pam moved, Reggie seconded.  
ALL APPROVED.**

Danielle reviewed the Sunshine Health general compliance training. She stated that as we transition from CBCIH to Sunshine Health directly, all CPC staff and board members are required to complete new training. CPC will email the powerpoint training to all Board members to review and sign through Docusign. Andrea stated that the training will be emailed later this afternoon or tomorrow morning. CPC would like to have it completed and back by next Friday, 6/21/24.

## VI. CEO Comment

Karin reviewed the Performance Report. Each measure compares CPC to the state and she is happy to report all of the safety measures are in green, all great numbers. Pam stated that appropriate funding does make a difference. Karin agreed.

Karin stated that children are exiting within 12-23 months mostly through adoption. CPC is doing an excellent job, thanks to the adoption team. The agency continues to work on permanency measures. Dental is finally over 90% and creeping up to the 95% goal. CPC just missed the 80% goal of completed enrolled education due to one child in an institution. The agency had missed his age out date. Once that is completed, CPC will be back in the green on this measure.

Karin reviewed a real time data report to show how many children were removed and how many exited within the 365<sup>th</sup> day. The current 12-month performance is at 40.3%. She presented a chart of entries and exits in OHC. Karin stated that the number of children in OHC has been the lowest ever with just under 600 kids. It has been amazing to provide the services that our families deserve with adequate funding.

Bill replied that it does show the payback of funding in reducing this amount in half.

Karin stated that during the legislation session there were a couple of bills that could have some negative impact on our contract. The funding model is still based on expenditures, and CPC has been utilizing the extra funds. The Mercer model bill showed around 9M less in funding for CPC. If there is any significant change in funding, a carry forward will be helpful. The agency will continue to have a voice through the FCC (Florida Coalition of Children).

Karin stated that in Senate Bill 7089, there is some language in regard to oversight. Board members will have this in their packets to review, along with a training and an updated conflict of interest form.

Robin asked if there has been any conversation around board members. Karin replied only conflict of interest and related parties, no other issues.

Karin invited the board to attend a performance featuring 13 of our children telling their stories through art. CPC would love for board members to attend, to fill up the theater and show our support. Brittany has been organizing the details and its free to public.

This is CPC's first event, but might consider donations in the future to assist with prom and other needs for our kids.

## **VII. Board Comment**

Bill commented that a video of one of our kids graduation was impressive. This youth has a bright future. Karin replied that we are so proud of her. Bill stated that we need to hear more of these success stories.

Karin stated that CPC has extended the agreement with Gold Marketing. Pam replied that she has seen more advertisements and they are great.

Robin asked if someone formerly in the system can be on the Board of Directors. A discussion took place regarding a youth advisory board and some of the youth meeting with the Board of Directors. Brittany stated that we have amazing youth and they would love to be seen and heard. Bill replied that he really likes the idea of meeting this youth advisory group.

Lori McCray stated that everyone is doing a great job and thanked them.

## **VIII. Public Comment None**

## **IX. Adjournment**

Bill adjourned the meeting at 5:15pm.