

BOARD OF DIRECTORS MEETING

DATE: October 9, 2025 **TIME:** 4:00PM

LOCATION: 143 Executive Circle, Board Room
Daytona Beach, FL 32114
& Zoom

Members Present: Reggie Williams, Robin King, Paul Schandel, Melissa Chesley, Myra Middleton-Valentine, Bill Griffin, Jim Weite, Susie Dolan

Members Absent: Pam Masters, Harriett Holiday

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

Guests: Lori McCray (DCF Government Operations)

I. Call to order

Reggie called to order the regular meeting of the CPC Board of Directors at 4:00pm on October 9, 2025.

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

III. Consent Items:

Reggie asked for a motion to approve the minutes. Myra made a motion to approve, Melissa seconded, **ALL APPROVED**. Paul motioned to approve the HR Reports, Myra seconded, **ALL APPROVED**.

IV. Finance Department

Tiffany reviewed the August 2025 financials stating that the total carry forward is approximately 16M. She expects that number to go down as we move through the year. The administrative rate is at 3.60%. The line items that are over overbudget include:

- Employee Support – due to a conference in July but will recover.
- Insurance – due to increased rates included in the budget amendment.

- Adoptions – due to not having schedule of funds, included in amended budget.
- Purchased Services – due to final contract amounts determined after original budget but is reflected in amended budget.
- Independent Living – due to children in extended foster care.
- Out of Home Care – due to the clothing allowance paid in July.

No questions. Paul made a motion to approve the August financials, Reggie seconded.
ALL APPROVED.

Tiffany reviewed the budget amendment and stated that the original budget in early June was approved before we had final numbers from state. She reviewed each line that has changed:

- Revenue is the largest change related to the agency's DCF contract. The final revenue shows a 2M increase in funds.
- Salaries are slightly higher at 240k increase due to the current vacancy rate, unemployment is higher due to having more staff. This also increases other employee benefits such as 401K with more staff contributing. There is a small increase in employee support items.
- Liability insurance substantially increased, even though the agency switched providers, there are still higher premiums. Insurance is becoming more costly and hard to obtain.
- Support items have small adjustments based on contract leases, legal fees and the insurance deductible at 100K. Other small adjustments include IT and rent.
- Travel items such as employee mileage is higher due to some staff traveling and not getting reimbursed. The agency is now required to submit reimbursement monthly.
- Adoption subsidies show a large decrease in the foster line and large increase in adoption line. Purchased services that were previously in admin costs have now been separated into the correct categories.
- Independent living increased the budget substantially to cover the extra expenses of room and board, etc.
- Lastly, OHC (out of home care) supports were able to be reduced 12K because CPC already used the clothing allowance.
- Overall, the agency has a 2.1M increase in spending.

Myra asked where the money is coming from to make these adjustments. Tiffany replied that the agency's revenue is going up to cover those expenses.

Bill asked for a motion to approve the amended budget. Jim motioned to approve, Reggie seconded, **ALL APPROVED.**

Tiffany reviewed the spending plan. She explained that in the state statute, the agency is required to have a spending plan approved by the Board. Normally this happens in June along with the budget approval, but the required schedule of funds was not available at that time. She explained that the spending plan is the agency's DCF funds only, and the numbers are not going to match exactly.

Government funds include \$66,748,869 of DCF revenue and a rent payment CPC receives from Early Learning Coalition each month from a sublease agreement. Reggie asked if the DCF revenue aligns with the budget, and Tiffany responded that number will match. CPC's total expenses are just under 67M with a surplus of 8K. State statute requires a surplus.

Robin asked how the ELC revenue is sent to the state. Tiffany replied that it is credited back to DCF. Robin asked why the admin rate is not shown. Tiffany replied that it is not required on this spending plan. Karin replied that DCF has the admin rate for the schedule of funds based on the financials.

Bill asked for a motion to approve the spending plan. Myra motioned to approve, Susie seconded, **ALL APPROVED.**

V. CEO Comment

Karin stated that there isn't updated quality data at this time, but so far this quarter CPC is averaging 469 kids in care. CPC's auditing begins on Monday, which includes the review of many contractual and programatic documents. The agency has not been given an update on the KPMG funding model, but is projecting to have rates by the last week of October. They've talked about different scenerios of funding, per child per month, etc. but we have no idea where it will land. CPC does have 16M in reserves but there is talk about moving it to an annual amount or to a lower amount. Karin will have more information at the next meeting.

Karin stated that from a data standpoint, CPC is in a good solid place. In staffing, Andrea and the HR team have done a great job filling some difficult positions. They are currently

ramping up a large recruitment project. The agency monitorings are a lot easier with more staff, and we are happy to be in this position.

Lori responded that she will be advocating for CPC during this time of monitoring and review.

VI. Board Comment

None

VII. Public Comment

None

VIII. Adjournment

Reggie adjourned the meeting at 4:33pm.