



Board of Directors Meeting

August 22, 2019

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

Staff Present: Karin Flositz, Danielle Antoine, Kellie McKenzie, Kristin Pandolfi,
Christina Remmert

Guests: Tiffany Edwards (James Moore), Lori McCray (DCF)

	DISCUSSION	ACTION	ASSIGNED TO & DEADLINE
MEETING CALLED TO ORDER	Meeting called to order at 12:10pm by Bill Griffin.		
INTRODUCTIONS	Everyone introduced themselves and their affiliation. Dr. Evans from Putnam County was welcomed to the board.		

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CONSENT ITEMS	<p>Bill asked about the HR reports and the target case load.</p> <p>Kristin stated 15-20 is the target case load per case manager and we are high.</p> <p>Kellie stated that after the case manager trainees take and pass their first test, they can take on caseloads until they are fully credentialed.</p> <p>Bill ask about the turn-over rate. Kristin stated currently we are at 24% which is good compared to the state but still high in her opinion.</p> <p>Reggie asked if all 75 approved positions were fully staffed would we still be high.</p> <p>Karin replied yes but that number has been going down since November with the programs we are putting in place.</p> <p>Bill Griffin motioned to approve consent items - Pam moved, Reggie seconded. ALL APPROVED.</p>		

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FINANCIAL DEPARTMENT	<p>Tiffany stated that we need to update our signers to the bank. We need to take Mark Jones off the account as well as a couple of James Moore employees. We need to add Becky Symons from CPC.</p> <p>Bill entertained a motion to change the check signers. Reggie moved. Myra seconded. ALL APPROVED.</p> <p>Reggie asked for the board to be given a copy of the check signing policy.</p> <p>Tiffany reviewed the June Financials. She stated that the COU view tells us if we are over or under spending with the state of Florida. We have \$161,186 positive carry forward. We are paying back some training dollars.</p> <p>Karin stated that the programs we have created internally have helped, such as the contract reductions and EOC oversight.</p> <p>Robin asked about the training contract and dollars. Tiffany replied that we are now training our Case Managers and the CPI's.</p> <p>Karin stated that the Jacksonville CBC was awarded the training contract and sub contracts with us.</p>	<p>Tiffany will send the policy electronically to the board.</p>	

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	<p>Tiffany continued with the June financials. Salaries and benefits are underbudget. Insurance overbudget a little. Support underbudget. Rent overbudget because of parking lot in Deland. Travel is overbudget. Adoption overbudget but will get those funds back. Out of home care (OHC) is overbudget and the most critical.</p> <p>Bill requested a graph of just that one line (OHC) for the past 24 months.</p> <p>Karin reviewed performance outcomes compared to the state at Bill's request. This is an overview of the report and the methodology of how they measure it. Safety, Permanency and Well Being are the categories. We should be at 8.45% and we are currently at 14.95% which is very high.</p> <p>Dr. Evans asked if these children are with a relative.</p> <p>Karin replied that it could be they are with a relative or a non-relative, but they are in our care – we call that out of home care.</p> <p>Robin asked if there is a certain area where the rate of abuse has increased.</p> <p>Karin stated that we would need to do a root</p>	<p>Tiffany will work on this graph but will take out the clothing allowance. Karin stated this report will be available at the next meeting as well as the contracts.</p>	

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	<p>cause analysis for more specific areas but most of our cases are in Volusia county.</p> <p>Bill stated that this is the kind of conversation that we should having in these rooms.</p> <p>Karin stated that safety planning is the key with formal and informal supports to help.</p> <p>Dr. Evans asked if this does not improve what kind of impact does that have on the agency.</p> <p>Karin stated that a corrective action plan will be put in place. We work with DCF through a corrective action plan on the areas that need improvement.</p> <p>Bill asked the number of children we are talking about to get to the 8.45% where we need to be.</p> <p>Robin asked who establishes the goals. Lori stated that the goals come from the state.</p> <p>Bill asked which of these categories have the most significant impact on the goals?</p> <p>Karin replied that reunification within 12 months and no re-entry within 12 months. Unfortunately, most of these re-entries are from substance abuse.</p>		

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CEO UPDATE	<p>Robin stated that she went to a summit that talked about kids in the LGBTQ community. She asked if we are seeing this issue.</p> <p>Karin stated that we have not seen significant cases of that but mostly mental health issues with children.</p> <p>Reggie asked if the quality of foster parent training and care would have an impact.</p> <p>Karin replied that it does have an impact and we have training/supports in place to keep stable placements.</p> <p>Robin asked about the dental plan for kids available in Medicaid now. Karin stated that as of July 1, 2019 there are three plans for dental. That did complicate things for some of our kids.</p> <p>Karin reviewed her 30-60-90-day plan. She stated that most of the tasks have been accomplished. We have met with staff and reviewed our core values. Communication and consistency on performance will be key within the agency. We've talked about not being afraid to ask for help and giving our staff outlets to problem solve and have shared decision making. This message was well received at our last All Staff meeting.</p>		

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BOARD COMMENTS/ DISCUSSION	<p>We've met with CLS to help us move kids to permanency. They have never seen our reports and meeting with them was beneficial and eye opening for them.</p> <p>We've met with DCF about the issues that are keeping us from permanency.</p> <p>Reggie asked about the number of kids in group care and if that has improved.</p> <p>Karin replied that yes it has come down from 105 to 95.</p> <p>Dr. Evans asked if kids from Putnam are going to group homes.</p> <p>Karin replied yes, many kids from Putnam but we have been working a lot in Putnam and now have 28 foster homes there. But it's a matter of capacity with so many kids coming into care.</p> <p>Robin asked Karin if she filled her position and what is her succession plan.</p> <p>Karin stated that she did not fill her position but did add two new positions and raised two employees to managers. This will enable more strategic planning and succession planning.</p>		

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ADJOURNMENT	<p>Robin asked if Karin has any more direct reports than the previous CEO.</p> <p>Karin stated that she does not, but her direct reports have more.</p> <p>Bill stated that he sees this time as a new beginning and a breath of fresh air.</p> <p>Bill thanked Dr. Evans for being here. He stated that we are going to try to set up SKYPE for the meetings to help with travel from Putnam.</p> <p>Bill adjourned the meeting at 1:18pm.</p>		