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# BOARD MEETING MINUTES

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**November 22, 2019**

**Board of Directors:**

Sigrid McCawley, Board Chair; Michael Lepera, Vice Chairman; Christopher Cade, Treasurer; Amy Black, Secretary, Jillian Smath, Joe Rogers, Melida Akiti, Rebecca Brock, Sigrid McCawley, Tex Guignard, Victoria Thurston

**Unable to Attend:**

Amy Black, Armando Fana, Tex Guignard, Victoria Thurston

**Other Attendees:**

*ChildNet Staff:* Larry Rein, Donna Eprifania, Dionne Wong, Julie DeMar, Susan Eby, Deena Ponto, Andrea Cunningham, Kezia Stewart, Brenda Crouch, Tracy Agenor, Lisa Rowe, Nyddja Emmanuel, Julie Janello, *DCF:* Dawn Liberta

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**CALL TO ORDER – Sigrid McCawley, Board Chair**

- Sigrid McCawley, Board Chair, called the meeting to order at 8:01 a.m.

**APPROVAL OF MINUTES – Amy Black, Secretary**

- Roll was taken, and quorum was established.

The October 25, 2019 meeting minutes were reviewed. *A motion was moved to approve the meeting minutes. A vote was taken. The motion was passed unanimously.*

**CHILDNET BOARD EMPLOYEE RECOGNITION AWARD – Dionne Wong, CHRLO**

- The November 2019 ChildNet Board Employee Recognition Award was presented to three deserving employees:
  - Lisa Rowe, Office Supervisor of Case Management (Broward). Ms. Rowe retained resources outside the agency which assisted ChildNet with obtaining new car seats and getting a donation to support our Thanksgiving drive. Lisa received a gift card and award for her outstanding service to ChildNet's mission.
  - Tracy Agenor, Supervisor of Intake & Placement, and Nyddja Emmanuel, Child Advocate-Courtesy Supervision, assisted tirelessly with helping a young girl be reunified with her father in Ecuador. Tracy and Nyddja received a gift card and award for going above and beyond.

**DEPARTMENT OVERVIEW**

- Intake & Placement – Julie DeMar provided a brief presentation on the Intake & Placement (I&P) Department. This department is the front-end of entries into care in both Broward and Palm Beach. They take information from the investigators when they are going to remove a child from their home. Their role is to identify placement if the investigator does not have anywhere to place the child. During this past year, I&P has rallied around the idea of siblings being placed together. I&P are also responsible for meeting the parents and supervising initial visits, providing transportation, and finding other placements if challenges occur in the placements. Their job is incredibly complex and



stressful, and they are the core of our operation. I&P and SafePlace work closely together, in both Broward and Palm Beach. SafePlace is available for placement if I&P is unable to locate a home for the child to be placed in a timely manner.

## **FINANCE REPORT – Chris Cade, Treasurer & Finance Chair and Donna Eprifania, CFO**

- Chris Cade and Donna Eprifania reported that both counties are in a positive posture:
  - Broward – The census numbers are approximately 140 children less than budgeted, so we are in a significant surplus posture for the month. Broward ended the month of September 2019 with \$6.3 million in revenue, \$5.8 million in total expenditures, for a surplus of \$476,000, bringing the year-to-date surplus to \$186,000.
  - Palm Beach – The Palm Beach financial printout was missing pages so Palm Beach financials will be discussed more at the next meeting. Group care has stayed constant and foster care placements are slightly down because of an increase in relative placements. Larry Rein noted that even though removal numbers have not decreased, we are using the most foster homes and the most relative caregivers than ever before.
  - Audit – The FY 18-19 Audit field work is completed. The proposed Audit Review is the week of December 9-13, 2019, with the Audit going to the Board for review and approval the week of December 16-20, 2019, for an electronic vote.
  - Visitation Area – Three proposals have been received for the renovations of the Visitation area, and all three are around \$100,000. In the process of setting up a meeting with the new Mayor of Broward County, Dale Holness.
  - IRS – Dionne Wong reported that ChildNet filed and submitted an appeal. We should receive a response within 3-4 months. Penalties are not accrued as this is a proposed fine.

## **COMMITTEE UPDATES**

### • **Advisory Board Committee – Armando Fana, Committee Chair**

Larry Rein reported that the Committee met and had an in-depth presentation on the Scorecard. Performance in Palm Beach is looking really good. Susan Eby gave a presentation on the Foster Home Recruitment Campaign. Overall, together with Keith Gold, we have had remarkable success in generating awareness and interest, and with name recognition, since starting the campaign in April 2019. It has not yet resulted in the increase in foster homes than was anticipated. However, it has increased from 270 to 283 foster homes. We should have more timely conversion of interest into foster homes as soon as the Binti Program, the electronic software for licenses, is up and running fully. Part of the problem is that there is a six-month lag between engaging someone and getting them licensed as a foster parent. We hope to have the Binti Program up and running by January 2020.

### • **Fundraising Committee – Andrea Cunningham, Director of Community Relations**

Andrea Cunningham reported the following:

- Donated Clothing – A friend of Sigrid McCawley donated clothing for our youth. She is also interested in volunteering for our agency.





- Toy Drive – Out of the 2,300 children we serve in Broward, 1,500 have been adopted for the holidays. So far, 45 organizations have organized a toy drive for our youth. She feels confident that we will receive enough gifts for all of the children we serve.
- City Furniture – Ms. Cunningham and Mr. Rein met with Keith Koenig, Founder and President of City Furniture, who is very interested in becoming involved with ChildNet.
- Giving Tuesday – December 3, 2019 is the National Day of Giving, which is the launch day of ChildNet's month-long annual appeal for our youth.
- Today, November 22, 2019 – Palm Beach National Adoption Day @ Palm Beach County Courthouse @ 11:30 a.m.
- Saturday, November 23, 2019 – Broward National Adoption Day @ Broward County Courthouse @ 8:30 a.m.
- **Governance Committee – Michael Lepera, Committee Chair**
  - Caseload Plan Update/CHS Update – Discussion held that the caseloads continue to trend positively. The Palm Beach average caseload is 1:19.
  - Corporate Restructure – The leadership team is in the process of completing the Project Plan and will provide at the January 2020 Governance/Executive Committee meeting.
  - Membership Recruitment – Larry Rein met with a prospective board candidate, Lt. Colonel Josefa Benjamin, who has a great passion for working with children and also in fundraising. A Board Candidate Application will be sent for completion.
- **Legal/Human Resource Committee**
  - Dionne Wong reported that there is no new retention of outside counsel. We had the quarterly Risk Management Committee meeting and discussed data safety and security. Our broker, Marsh & McLennan attends all Risk Management Committee meetings, and has commended ChildNet on all of the positive changes made in the past few months. Currently, we are dealing with the public records' requests that have been requested by the media from all of the CBCs.
- **Program Quality Committee**
  - Julie DeMar reported the Committee reviewed the 1<sup>st</sup> Quarter Scorecard. An in-depth discussion was held on all 12 scorecard measures. Discussion also held on how both ChildNet Broward and Palm Beach met and/or was slightly higher/lower than the State's goals.

## NEW BUSINESS

- Michael Lepera advised all attendees to be conscious of fraud, especially during the holiday season. He encouraged everyone to stop using checks. He also advised to not use a debit card, as the money comes directly from your bank account, but with a credit card, you can always call the credit card company and dispute the charges.

## BOARD CHAIR REPORT – Sigrid McCawley

- National Adoption Day - Ms. McCawley encouraged Board members to attend both or either of the Broward and Palm Beach National Adoption Days.



### CEO/PRESIDENT REPORT – Larry Rein

- BB&T Leadership Academy – Mr. Rein reported that he attended the BB&T Leadership Academy in North Carolina for a week. The training was outstanding, and Mr. Rein stated that it will make a great difference in both his personal and professional lives.
- 1<sup>st</sup> National Symposium of Community Based Care – Mr. Rein attended the Symposium in Texas. Twenty states were represented at the Symposium and Mr. Rein was happy to note that Florida is way ahead of other states.
- Recommendation to DCF Secretary of Case Management Efficiency Project – ChildNet was part of 35 case managers and supervisors from around the State who presented 7 recommendations to the Secretary on how to make their job better, more doable and more efficient. ChildNet was very well represented.

### OLD BUSINESS

There was no old business.

### PUBLIC COMMENT

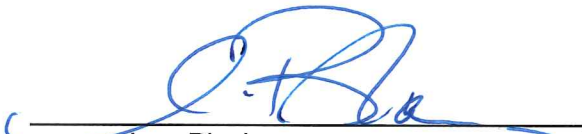
- Dawn Liberta, DCF, commended the Adoption Team, as not only are they busy with National Adoption Day, but they received multiple requests from Tallahassee for information, and the Adoption Team was able to provide quick turn around time on their responses.

### NEXT MEETING DATE

- The next scheduled Board meeting is Friday, January 24, 2020 to be held at Boies, Schiller & Flexner, LLP, 401 E. Las Olas Blvd., Suite 1200, Fort Lauderdale, FL 33301.

### CONCLUSION

- Having no further business, a motion was *moved* to adjourn the meeting. *A vote was taken. The motion was passed unanimously.* The meeting was adjourned at 9:25 a.m.

  
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Amy Black  
Board Secretary

  
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Date

(Corporate Seal)