



BOARD MEETING MINUTES

June 21, 2019

Board of Directors:

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

Unable to Attend:

Rosha McCoy

Other Attendees:

ChildNet Staff: Larry Rein, Donna Eprifania, Julie DeMar, Dionne Wong, Susan Eby, Deena Ponto, Andrea Cunningham, Julie Janello; *DCF:* Patty Tilford, Teresa Janeczek; *Marsh & McLennan:* Steve Light; *BSO:* Nichole Anderson

CALL TO ORDER – Melida Akiti, Board Chair

- Melida Akiti, Board Chair, called the meeting to order at 8:02 a.m.

APPROVAL OF MINUTES – Joe Rogers, Secretary

- Roll was taken and quorum was established.

The May 17, 2019 meeting minutes were reviewed. *A motion was moved to approve the meeting minutes. A vote was taken. The motion was passed unanimously.*

BOARD SERVICE – Dionne Wong, CHRLO

- Approval of Resolutions #182-#185 – Election of Officers – The following names were brought to the Board for vote for Officer Positions for a one (1) year term ending June 2020:
 - *Chair* – Sigrid McCawley
 - *Vice Chair* – Michael Lepera
 - *Secretary* – Amy Black
 - *Treasurer and Finance Chair* – Christopher Cade

A motion was moved to approve Resolutions #182-#185 for appointment of one (1) year, ending June 2020. A vote was taken. The motion was passed unanimously.

- Approval of Resolution #186 – Election of Directors – two-year reappointment – The following slate of Directors are up for reappointment of two (2) years, ending June 2021:
 - Armando Fana
 - Joe Rogers
 - Melida Akiti
 - Rebecca Brock
 - Rosha McCoy
 - Victoria Thurston

A motion was moved to approve Resolution #186 for reappointment of two (2) years, ending June 2021. A vote was taken. The motion was passed unanimously.



- Approval of Resolution #187 – Election of Directors – less than two-year reappointment – The following Director is up for reappointment of less than two (2) years. This reappointment is noted as follows:
 - Jillian Smath – 1 year, 5 months – ending November 2020

A motion was moved to approve Resolution #187 for reappointment of less than two (2) years, as noted above. A vote was taken. The motion was passed unanimously.

After the Election of Board Officers was approved, the Board meeting was turned over to the new Board Officers: Chair-Sigrid McCawley, Vice Chair-Michael Lepera, Secretary-Amy Black, and Treasurer-Christopher Cade.

- Recognition – Larry Rein presented the exiting Board Chair, Melida Akiti, with an award in recognition of her exemplary service as Board Chair. Ms. Akiti noted that this Board is a wonderful board with very committed individuals and thanked them for their support of her and of ChildNet.
- Approval of Board Candidate – Tex Guignard – Mr. Guignard is a former foster youth who works with 4Kids of South Florida in the residential care area. Mr. Guignard meets many of the requirements needed to increase the effectiveness of the Board in meeting diversity and skills needs.

A motion was moved to approve Tex Guignard as the newest member of the Board. A vote was taken. The motion was passed unanimously.

ADDITIONAL ITEMS FOR APPROVAL

- Approval of Resolution #189 – Compliance with License Requirements, Regulations and Decrees – Discussion was held that all ChildNet licenses are in place.

A motion was moved to approve Resolution #189. A vote was taken. The motion was passed unopposed.

FINANCIAL REPORT – Donna Eprifania, CFO

- Contracts – Donna Eprifania reported that at the June 2019 Finance Committee meeting it was discussed that the preliminary budget discussions held in May 2019, to provide the platform for our contract negotiations, have been successful. We are able to come in with the way that we anticipated the level of service to be funded. All contracts are currently out for signature and should be ready to be executed before June 30, 2019. Below are additional items that we were also able to execute during this contract season:
 - Evaluation of our scanning project and other administrative items in which we are currently paying a significant amount of money.
 - We were able to implement, in the new upcoming budget, an equipment life cycle so that we can ensure our staff have the right tools to do their jobs, and that we are not putting the company in a financial burden in any one specific year; we can now strategically navigate supplies for staff.
 - Added quality indicators to provider contracts that were developed by the providers.
 - Expanded utilization of our community resources;
 - Prepared group home and foster home providers, as well as our child placing agencies, for the upcoming Families First Prevention Services Act (FFPSA).
- Maintenance Adoption Subsidy - We received our two (2) amendments from DCF to eliminate the deficits created throughout the year for maintenance adoption subsidies.
- New DCF contracts for FY 2019-2020 – The new contracts yielded additional dollars appropriated by the legislature for the 2019-2020 FY with approximately \$400,000 more in Broward and approximately \$277,000 more in Palm Beach. This is based on the current approved cost allocation model that is in



legislation; it is a 70/30 model. ChildNet was part of the 70% distribution of all new money with remaining 30% going to those CBC's under equity.

- Broward Care for Kids Luncheon - ChildNet netted approximately \$43,000 for the Broward Care for Kids luncheon. An additional \$15,000 donation was received from two donors.
- COLA - We are able to offer a cost-of-living adjustment to staff. Larry Rein noted that we are going to create a more coherent compensation structure, with a merit- and performance-based increase for the future. The cost of living increase will be 2.8% which equates to \$430,000 in Broward and \$70,000 in Palm Beach.
- Wellness Event - Larry Rein reported that both Broward and Palm Beach will have "wellness luncheons" to recognize staff: June 25th in Palm Beach and June 26th in Broward. Sigrid McCawley suggested recognizing employees at each Board Meeting.
- Healthcare - ChildNet absorbed any increase in healthcare premiums this year. In the past two (2) years, ChildNet has invested approximately \$750,000; \$450,000 last year to structure employer / employee contributions and an additional \$300,000 in plan premium increases so that the employee portion did not increase.

INSURANCE UPDATE – Marsh & McLennan

- Insurance Update/Marsh & McLennan Presentation – Steve Light, Senior Vice President from Marsh & McLennan Agency, gave a brief overview of risk management services and projects from FY 2018-2019, ChildNet's insurance renewal, and considerations for FY 2019-2020.

General/Professional Liability Claims - Mr. Light noted that General/Professional Liability Claims decreased from \$1.04 million in 2014 to \$19,000 in 2019. Contractually we have insulated ourselves. Mr. Light noted that ChildNet has created a core of internal staff that identify certain risks.

ChildNet Liability Insurance History – Mr. Light noted that the cost on liability has decreased from \$1.1 million in 2014 to \$909,000 in 2019, as ChildNet changed providers in 2015 which lowered our premium.

Insurance Renewal Rates – 2017-2019 – Mr. Light noted that the insurance premium for 2019 is less than the premium in 2017.

Considerations for 2019-2020:

- 1) Evaluate cost/benefit of auto fleet ownership.
- 2) Continue risk management efforts.
- 3) Continue to monitor performance of Florida Insurance Trust (FIT) and the benefit of purchasing major lines of coverage through the pool.

ANNUAL UPDATE – Dionne Wong, CHRLO and Julie DeMar, CPO

- Discussion of Sunshine Law – Dionne Wong noted that no changes have been made since last year. Julie Janello will send a link to the Board from the Inspector General with a video that discusses Sunshine Law.
- Board Survey Presentation – Dionne Wong reported that the Survey allows the Board to evaluate its own performance in effectuating the goals of the Strategic Plan and fulfilling ChildNet's mission. The survey tool had 100% participation. The results demonstrated strong board engagement, commitment and participation. The tool comprised of three distinct areas: engagement, self-assessment, and open-ended questions. The trend reflected in the open-ended questions emphasized Board member recruitment.

Proposed Follow-Up Activities –

- Items Q3 and Q4 – Familiarity with organization’s programs, structures and updates on impactful local/national trends and developments. It was proposed that ChildNet increases information about organizational programs, systems structures, local/national trends and developments to include monthly board presentations and more comprehensive and interactive on-boarding processes such as leadership presentations, facility tours, shadowing and staff meet and greet.
- Item Q2 – Familiarity with organization’s investment management and asset development. ChildNet needs to devote time at a future meeting to discuss the understanding, meaning and applicability of this item.
- Item Q5 – Working relationship with other Board members and organizational staff. One of the comments addressed not knowing other board members very well yet. ChildNet needs to devote time at a future meeting, as it appears the Board is looking for opportunities to become more familiar with one another outside of the meeting space. Ms. Wong requested that any board recommendations/suggestions for interaction to be emailed to her and Julie Janello.

Ms. Wong mentioned standardizing the survey measurement metric in the future to provide for increased trending and quantifying of the data.

- Board/Committee Meeting Calendar, Board Roster and Committee Structure and Membership – These documents were updated and provided to the Board. Ms. Wong noted that there will not be a Board meeting in the months of July and December, unless otherwise requested by the Board Chair. Ms. McCawley noted that there is a vacancy for the Fundraising Chair and Rebecca Brock volunteered to fill the vacancy on the Legal/Human Resource Committee. New Board Director, Tex Guignard, was appointed to the Program Quality Committee.

New Ad-Hoc Committee - Melida Akiti recommended creating another Ad-Hoc Committee, Government Relations. Ms. Akiti volunteered to Chair this committee. This committee needs to have a community member and Jillian Smath volunteered to be one of the community members.

A motion was moved to approve a Special Ad Hoc Committee entitled “Government Relations Committee”. A vote was taken. The motion was passed unanimously.

- Annual Acknowledgement Form – Annually, each Board member is to complete the Acknowledgement Form to note any conflicts of interest.
- Management of Operational Procedures (MOP) Presentation – Julie Demar reported that the MOP covers items that have been reviewed both internally and externally in both counties. There is an ongoing Performance Improvement Plan (PIP) that is owned by the entire State for the state’s performance on federal Child and Family Service Reviews (CFSR). Updates to the PIP have been made together as a region. In both counties, ChildNet has weekly management meetings to address a number of different topics and a review of the items that have been of importance during the past year. The MOP is a summary of the number of ways that ChildNet’s policies and procedures are reviewed by different mechanisms. Ms. DeMar noted that the Program Quality Committee will now review the MOP on a monthly basis.

COMMITTEE UPDATES

- **Advisory Board Committee – Armando Fana, Committee Chair**

Armando Fana reported that at the meeting, discussion was held on caseload stats with an in-depth report of the census. Mr. Rein noted that we are stable at a higher number than is ideal, and the numbers have not been increasing. We would like to see the group care numbers decrease as: 1) it is good for children, and 2) it will generate a little more revenue for us to reinvest in better or more services. With that number of kids in care, we have been struggling with the caseload sizes in Palm Beach, and it has



been exacerbated recently by a dramatic increase in turnover among Children's Home Society (CHS) case management. We are addressing it as aggressively as we can with CHS.

- **Fundraising Committee – Andrea Cunningham, Director of Community Relations**

- Broward Care for Kids Luncheon – Held on Wednesday, June 12, 2019 @ 11:30 a.m., Signature Grand, Davie, FL. Gordon Lutz approved a \$10,000 donation to ChildNet. The Health Foundation gave a straight \$1,000 donation in honor of Melida Akiti. We had former foster youth attend the luncheon who were recognized. ChildNet had an increase in good media due to the luncheon. Ms. Cunningham will be reaching out to the people who gave a donation as a result of the Gift of the Heart. Mr. Rein noted that this luncheon is one of the most organized events he has ever been a part of.
- Reaching out to the Board – Ms. Cunningham will be reaching out to each Board Director so that: 1) she can get to know you, 2) to share some of our fundraising initiatives, and 3) to look at ways we can work together.

- **Governance Committee – Armando Fana**

Armando Fana reported the following:

- CEO Evaluation – Mr. Fana reported that the Committee provided Mr. Rein with his evaluation. In addition, Mr. Fana reported that the new CEO Evaluation tool, that will be used for the 2019-2020 fiscal year, now includes strategic goals in which the Board has set.

- **Legal/Human Resource Committee – Sigrid McCawley, Committee Chair**

The next meeting is scheduled for August 5, 2019.

- **Program Quality Committee – Rosha McCoy, Committee Chair**

Julie DeMar reported that the committee will meet in July 2019 and will start discussing the MOP on a monthly basis.

- **Workforce Engagement Committee – Joe Rogers, Committee Chair**

Sunset Ad-Hoc Committee – Joe Rogers reported that the Ad-Hoc Committee had been created approximately one and half years ago due to employee disengagement. ChildNet hired a consultant but that consultant did not work out. ChildNet then contracted with Gallup to have a benchmarked survey. The Employee Engagement Survey took place in February 2019 with 69% employee participation. The percentage of ChildNet's employee engagement is 24% engaged, 51% not engaged and 25% actively disengaged. The Survey discussed ChildNet's strengths and opportunities. ChildNet has a three-year contract with Gallup where the survey will be administered each Spring. This survey holds the organization accountable to what needs to be done.

Mr. Rogers stated that it is very important that Larry Rein report to the Board on a monthly basis regarding updates of workforce engagement.

Mr. Rogers believes that the Committee can now be sunset as the goal of this AdHoc Committee has been met and that matters about engagement and culture are to be addressed by management.

Committee is now sunset.



NEW BUSINESS

- There was no new business to discuss.

BOARD CHAIR REPORT – Sigrid McCawley

- Ms. McCawley thanked Melida Akiti for being a tremendous leader over the past few years who has moved our group tremendously in the right direction. Ms. Akiti's commitment to ChildNet is greatly appreciated.

CEO AND PRESIDENT REPORT – Larry Rein

- New DCF Secretary – Mr. Rein reported that the new DCF Secretary, Chad Poppell, is very energetic and optimistic but does not have experience in child welfare. In addition, many of the people in Tallahassee who did have experience in child welfare have moved on, so in many ways, we are going back to square one.

However, the new Secretary is doing some things that are extremely encouraging, with some of it coming from the Governor's Office. Sec. Poppell has created two (2) workgroups: 1) The Governor's charge was to work on three (3) new models for appropriately funding child welfare in the State of Florida. During the Session, the Legislature put into the Appropriations Bill proviso language that modified the request. The Legislature acknowledged that we need three new models, but they stated that the requests must be revenue neutral. 2) The Secretary initiated reviews of the Practice Model – the model that the Department went to in terms of assessment of child safety and child risk, which then transitions to how case managers work. The Secretary wants a group of DCF, lead agency and child welfare providers to work on this model to find ways to improve it and be more efficient. Mr. Rein is on this workgroup.

- Workforce Engagement – Mr. Rein noted that engaging the workforce is very much on his radar and a vital part of what ChildNet is doing. He believes everyone in child welfare needs to be focusing on the stability and support of their workforce, otherwise we are not going to serve children appropriately.
- Melida Akiti – Thanked Ms. Akiti for her outstanding service as Board Chair.

OLD BUSINESS

- There was no old business to discuss.

PUBLIC COMMENT

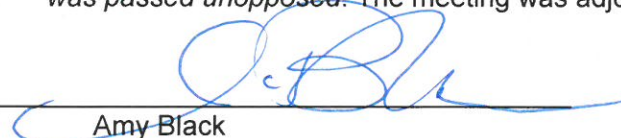
- No public comment.

NEXT MEETING DATE

- The next scheduled Board meeting is Friday, August 23, 2019 @ 8:00 a.m.

ADJOURNMENT

- Having no further business, a motion was *moved* to adjourn the meeting. A vote was taken. The motion was *passed unopposed*. The meeting was adjourned at 9:53 a.m.


Amy Black
Board Secretary


Date

(Corporate Seal)