

THE JACKSONVILLE CHILDREN'S COMMISSION
1095 A. Philip Randolph Blvd.
Jacksonville, FL 32206

BOARD MEETING MINUTES

Meeting Information Date: November 14, 2012 2nd Floor Board Room	Board Member Attendance			
	X	Ken Wilson, Chair	X	Matthew Kane
	X	Elder Lee Harris, Vice Chair	X	Bill Mason, III
	X	Jill Smith, Treasurer		Ju'Coby Pittman
	X	Paul Martinez, Secretary	X	Cathie Shimp
	X	John Balog		
		Craig Gibbs		
		Catrina Graham		

Also Present: Ex-Officios/Advisory: Lawsikia Hodges, COJ General Counsel; Bryan Hensley, Department of Children and Families; Connie Hodges, United Way of Northeast Florida; JCC Staff: Jill Dame, Cynthia Nixon, Joyce Watson, Chandra Brown, Kenneth Darity, Dr. Ronald Fanniel, Michelle Brabson, Karin Oroza, Danielle Deverson, Valerie Davis

Guests: Lelia Duncan, Elizabeth DeHostors, Communities in Schools; Shannon Perry, Boys & Girls Club of Northeast Florida; Davy Parrish, Michele Stephens and Donna Arias, The Bridge of Northeast Florida; Jon Heymann, Leon Baxter and Eric Johnson Communities in Schools

Agenda Item	Outcome/Action
Call to Order	Board Chair, Ken Wilson called the meeting to order at 12:05 PM.
Chairperson's Report	John Balog moved to approve the consent agenda consisting of minutes from the October 17, 2012 Board. Lee Harris seconded. Consent agenda approved.
Finance Report	<p>Jill Smith reported the Finance Committee met just before the Board meeting. The Committee did not receive numbers for September and will combine September and October at the December meeting.</p> <p>Action Items:</p> <p><u>FY 2012-13 Average Daily Attendance (ADA) Adjustment</u> The ADA for after school programs policy is amended: if a program's year end actual ADA is below 90% of the contracted ADA the financial penalty will be imposed. If the ADA drops below 97%, the next year's contracted ADA can be adjusted. Matt Kane moved to approve the amended policy. Lee Harris seconded. Motion approved.</p>

	<p><u>FY 2012-13 Amendment to Late Invoice – Agencies Funded by the Commission Policy #AG-08</u></p> <p>The staff recommended an amendment to the current policy imposing a penalty for late submission of SAMIS invoice/expenditure reports to allow the Executive Director of the Commission to waive the penalty if requested in writing by the agency, as a result of extenuating circumstances and as recommended to the Executive Director by staff, provided that the report is not over ten days past due. If the invoice submission exceeds ten days the penalty can only be waived by the Finance Committee in accordance with the current policy. Bill Mason moved approve penalty waiver. Matt Kane seconded. Motion approved.</p>
Special Report	<p>Karin Oroza, Healthy Families – Pieces Together</p> <p>Karin gave an overview of the work Healthy Families does through Community Connections and The Bridge.</p> <p>Healthy Families Jacksonville is a free, voluntary, early learning and family support program designed to help parents be the best parent they can be and to help children grow and develop in the most important first months and year of his or her life. Contracted to serve 525 families, Healthy Families Jacksonville is the third largest program in the state of Florida.</p> <p>Statistics on child abuse and neglect.</p> <ul style="list-style-type: none"> • 2,282 children under 18 years lost their lives in Florida in 2010, 155 were verified as child abuse and neglect. Duval County had 7 out of the 155 to lose their life. • 2,506 child abuse victims reported from October 2011 to September 2012. <p>Trained Family Support Workers visit pregnant and new moms and their families to provide knowledge and support in the areas of: pregnancy, wellness (prenatal and postnatal), breastfeeding, parenting skills, positive parent-child interaction, stages of infant and child development, the importance of bonding and attachment and developmental screenings.</p> <p>Healthy Families need support from the community to help put the vital pieces together to prevent child abuse by getting the word out about this program:</p> <ul style="list-style-type: none"> • Doctor's Offices • Health Fairs • Friends and Families

	<p>Karin Oroza introduced her team: Daniel Deverson, Research Assistant; Dr. Ronald Fanniel, Quality Assurance Manager; Valerie Davis, Mental Health Counselor. She also introduced Elizabeth DeHostos, Community Connections and Michelle Stephens, The Bridge.</p> <p>Davey Parrish expressed her interest in the family support workers getting a salary increase. The turnover rate is very high partly due to the low pay rate.</p>
CEO Report	<p>Jill Dame gave an update on the on the staff Thanksgiving luncheon on November 16th.</p> <p>Dolly Dillin has transferred to the Mayor's Grants Office.</p> <p>There are still three parties interested in occupying the Brewer's Center:</p> <ol style="list-style-type: none"> 1. Jacksonville Urban League 2. DLC Nurse and Learn 3. Chappell School <p>Jill is working with the city to determine the required processes.</p>
Old Business	No old business reported
New Business	<p>Ken Wilson updated the Board on the Executive Search Committee. Human Resources will be posting the position opening for Executive Director of the Jacksonville Children's Commission. The opening will be posted of the City web site. Human Resources will review resume's first and send the Board all that meet the requirements.</p> <p>A question was asked about a national search. Ken Wilson explained, neither the City nor the Commission have the funds to do a national or statewide search. Ken clarified resumes will be accepted from anyone nationwide.</p> <p>Jill Dame will send the link for the Executive Director position to the Board to distribute once HR posts it on the web.</p>
Adjourn	Ken Wilson adjourned the meeting at 12:50 pm.