**CDS Board of Directors Minutes**

June 8, 2023 at 8:38 AM

Attending Board Members: Tommy Lane, Richard Mankin, Frank Williams, Becky Hunt, Veita Jackson-Carter, Gil Levy, Christy Milligan (upon election) Darleen Morgan, Brian Scarborough, Jason Shaw, Christopher Stokes

Attending Team Members: Phil Kabler, Cindy Starling, Olga Rivera, Jessica Bechtold

Consultant: Jim Pearce

**QUORUM CALL**

A quorum was present (with 10 Members present prior to C. Milligan election, 11 after).

**CONSENT ITEMS**

Motion to approve the Agenda and May 11, 2023 Minutes was put forward for acclimation approval by T. Lane, unanimously approved. There will be no July Board Meeting.

**Separate action item – Approve new Board Member application – Christy Milligan:**

Motion to approve by T. Lane (acting as a Board Member), second by F. Williams, unanimously approved. T. Lane welcomed C. Milligan.

**‘DEEP DIVE’ PRESENTATION – FAMILY ACTION PROGRAM - CENTRAL**

Jessica Bechtold, M.S., NCC, LMHC, the FAP-C Regional Director discussed: (a) risk spectrum of youth served; (b) they do not diagnose or treat, the ‘plant’ behavioral ‘seeds’; (c) barriers to 12-week participation can be parental involvement; (d) referral services include self-referrals, schools, Truancy Court , Teen Court, Case Staffing Committees, law enforcement, subject to applicable CINS/FINS criteria; (e) an Administrative Assistant was hired. An interactive discussion followed.

**FINANCIAL MATTERS**

**Report – Budget report:**

O. Rivera explained the submitted financial reports. She focused on the method of revenue/expense calculations, adjusting for depreciation and inter-company rentals; applying that method, CDS was actually to the positive approximately $35,000 as of 4/30/23. She further reported on the 6/5/23 cash balance of approximately $2.6MM, and April A/R of approximately $600,000.

**Report – Deficit reduction activities:**

Includes the new health insurance from Blue Cross is trending to approximately equate or be less than the preceding year, which will not be known until the open enrollment period ends on 6/9/23

**Report – FY 2023/2024 Budget:**

P. Kabler reported that the draft FY 2023/2024 Budget will be released in late July or early August for passage during the August meeting.

**Action item – Ratify New Gainesville Interface Youth Shelter expenses:**

Motion to ratify the following expenses by B. Scarborough, second by D. Morgan, unanimously approved: (a) Zurich Insurance (builder’s risk - $8,845.44); (b) Mayernick Group (lobbyist [limited Florida project] – payments approved for compliance by outside legal counsel – $2,500; 1 of 8 installments; no further ratifications needed); (c) Florida Department of Environmental Protection (Notice of Intent – $250); (d) City of Gainesville (tree mitigation – $3,900)

**BUSINESS MATTERS**

**Report - CINS/FINS deliverables**:

C. Starling-Hersey reported that deliverables continue at proper pace for all program areas, with summer camps beginning. NetMIS 3 rollout continues to be a challenge for CINS/FINS data analysis.

**Report - Quality Improvement inspection**:

C. Starling-Hersey reported that the QI inspection of the IYP – Gainesville program returned a preliminary ‘Satisfactory’ outcome, with a few ‘Limiteds’, including for training. She is preparing Corrective Action Plans as-required.

**Report - Partnership for Strong Families - Independent Living RFP**:

P. Kabler reported that the IL contract has been extended through 12/31/23 pending the Partnership for Strong Families negotiations with the Department of Children and Families

**Report - Contracts update**:

P. Kabler reported that the following contracts were executed: (a) FL Network Domestic Violence Respite Services Subcontract Amendment #9 (re: extension); (b) LSF Amendment 113 (temporary rate increase).

**Report - Grants update (in-process/under consideration)**:

P. Kabler reported that the following grants are in-process or under consideration: (a) Basic Center Grant renewal (being finalized to file) (b) Rembert Family Foundation; (c) Lester and Anne Scaff Foundation (being researched by D. Crapps); (d) United Way of North Central Florida - Interface Youth Shelter Program – Gainesville (submitted); (d) FEMA Emergency Food and Shelter Program (through United Way of North Central Florida; payment application submitted); (e) National School Lunch Program (for Interface Youth Program – Central; under consideration for preliminary application).

**Action item – Reichert House**:

An active dialogue occurred among T. Lane, V. Jackson-Carter, Brian Scarborough, and D. Morgan about the status of Reichert House. V. Jackson-Carter reported a company is preparing to operate the program, and advocated that CDS should operate applicable programs and promote our continuum of services on-site. T. Lane appointed an ad hoc committee: V. Jackson-Carter (Chair), D. Morgan, C. Stokes, T. Lane, J. Pearce; C. Starling-Hersey will also be involved. T. Lane requested a committee report at the August Board Meeting.

**Report - New Interface Youth Program – Gainesville shelter:**

P. Kabler reported that: (a) DJJ Contract 10730 Amendment 2 extends the $1.2MM funding expenditure through 6/30/24; (b) site work has commenced; (c) the $1.0MM House/Senate Conference Committee inclusion is subject to the Governor’s review; (d) Theory Construction submitted a preliminary Project Budget of approximately $3.24MM (not including furniture, equipment, relocation), with questions to be posed to Theory by D. Crapps; (e) Emerson Appraisal valued the existing shelter at $520,000, with an offering price to be determined.

**Action - New Interface Youth Program – Gainesville shelter – Acceptance of CASF delegation to operate the shelter:**

Motion by D. Morgan, second by B. Hunt approving CDS to accept CASF’s delegation of new Interface Youth Shelter operations to CDS, effective as of January 1, 2023, unanimously approved.

**CDS - Public events**:

P. Kabler reported that the following public events will occur:

* November - Annual Meeting (date to be determined; potential speaker from National Runaway Safeline)
* April - hosting Florida Network of Youth and Family Services Certified Peer Review Training (tentative; date to be determined)

**COMMITTEE REPORT – DEVELOPMENT COMMITTEE**

B. Scarborough presented the attached May 2023 Committee Meeting Minutes. Currently there are two Board Members left to contribute.

The meeting adjourned at 9:33 AM.

**CDS Development Committee meeting- May 2023**

**Old Business:**

Board donations- 3 members left to contribute.

Amazing Give- Raised just under $5000 (double from last year)

Gil working on getting a van discount

**New Business:**

We established that before we can do a house party or our Thankfulness campaign, we need to establish our elevator story. We need a concise 3 min. story to state what CDS does and why it’s important.

**TASK:** Phil is going to work on this.

**TASK:** Paula will work on creating an excel sheet of donors with all of their important contact information.

November- Thankfulness campaign (Brian)

**TASK**: How can we make this campaign successful? (Debby)

Room Sponsorships for the new shelter (Capital campaign)

Put on hold….

Top off party- Tommy has offered his house.   
We need a date.   
Potluck?   
This is an event for friends and family of board members to get to know each other and the CDS.