



**FAMILY SUPPORT SERVICES OF NORTH FLORIDA, INC.
BOARD MINUTES
Conference Room
4057 Carmichael Avenue
Jacksonville, Florida
June 8, 2010**

CALL TO ORDER

The Monthly Meeting of the Board of Directors of Family Support Services of North Florida, Inc. (FSS) was called to order at 11:30 AM by Philip Mobley, Board President. A quorum of voting members was in attendance as set forth in the Bylaws.

OLD BUSINESS

- Mr. Mobley called for approval of the last month's Minutes that were previously emailed to board members. **Motion was made and duly seconded to approve the Minutes from the May, 2010 board meeting. Motion passed unanimously.**

NEW BUSINESS –

Cheri Shaw introduced Kathy Kubecki, manager of J.C. Penney, at Regency Square for hosting the Relative Caregiver event that provided clothing and shoes to children and families in our Relative Care program. In addition, Penney's made a cash donation for the next event. Phil Mobley presented a plaque of appreciation on behalf of the board of directors.

Michael Widman introduced Naveen Agarwal to the board as a new member.

Mission Statement – Ashley Smith Juarez spoke to the board about the Mission Statement Workgroup which was formed to re-examine the mission of Family Support Services. The workgroup was composed of board members, consultants, vendors, FSS staff and other stakeholders.

A recommendation was made to change the original Mission Statement "The mission of Family Support Services of North Florida is to provide for the safety and stability of children and families by strengthening the child protection system and involve neighborhood networks to ensure success".

It was felt that FSS and its programs are more global than operating within the child protection system. The current emphasis of the redesign of foster care is to place more focus on prevention.

The recommendation and a call for a board vote for the new mission statement are:

"The mission of FSS is to be the leader in providing safety, stability, and quality of life for all children by working with the community to strengthen the family unit."

ÿ **Motion was made and duly seconded to approve the above Mission Statement going forward as recommended by the special workgroup. Motion passed unanimously.**

Employee Health Benefits - Phil Mobley gave a brief explanation of why FSSNF will remain with United Health as a carrier for the employee's health and benefit insurance. This is also the recommendation by Harden & Associates, the brokers representing FSSNF, as cost containment. A Health Savings Plan (HSP) is a new option that will be offered this year.

Phil discussed the Associated Press article on foster care that mentioned Jim Adams and FSSNF. The article has run in over 100 newspapers nationally.

EXECUTIVE DIRECTOR'S REPORT

Jim Adams gave a brief update on FSS, Inc., the name of the new corporate entity. Jim reported to the board that the corporation has been established but we are waiting until the I.R.S. issues a 501 (c) (3) status before there will be a transfer of money. DCF has approved this entity as a concurrent corporate entity, not a holding company.

New contract year will begin with FSSNF and between us and our subs. Jim outlined a new clause in the contract with the CMOs that would penalize them for non-performance of the goals. This would be tested in the first half of the year and begin in 2011. FSS currently pays CMOs for FTEs (Full Time Equivalent staff) to deliver programs. One CMO was penalized for not filling one of the positions for more than 45 days.

Chuck Young reported that FSSNF continues to meet or exceed the DCF contract performance goals for 2009-2010. Discussions are in progress regarding the 2010-2011 DCF contract and performance measurements. The new contract will be largely in effect at the start of the fiscal year, July 1, 2010. Janet McMahan responded that 'adoption target' goals would be negotiated after DCF and FSSNF staff can analyze trends. The reduction of children in care directly affects those who may become eligible for adoption as a subsequent date.

Chuck also reported on the large number of community events that occurred in May, including the Academic Awards Luncheon, David Garrard Fishing Trip for Foster Children, the luncheon for high school graduates in our independent living program, and the media visit by Jim Kallinger, Chief Child Advocate for the State of Florida.

COMMUNITY CULTIVATION COMMITTEE

Dinah Kossoff was in attendance and spoke for the committee as no other members were in attendance. She reported that the committee was meeting shortly and would be drawing up a protocol as a recommendation for the Executive Committee as to what community events or projects should be considered for funding through the Board Reserve Funds.

ADVOCACY COMMITTEE

Dr. Armstrong reported that the committee will be meeting to discuss a fall legislative contact session which should be rather than wait until the legislators meet again in the spring.

FINANCE COMMITTEE

Lee Wilson gave a brief update of Finances for the committee. He referred board members to the May 28th Finance Committee Minutes for a discussion of recent issues. April 30, 2010 month end reports were discussed.

The Balance Sheet showed \$6,581,412 in cash, with Unrestricted Net Assets at \$851,955.09. Lee mentioned that while the April month-end Administrative Expense was 8.0%, it is still projected that FSS will finish the fiscal year below 6.9%. A quick look at the Fund Source Summary shows where FSS gets funding. Lee pointed out that the surplus of over \$2 million dollars is the result of the prevention services that reduced costs. This is a direct result of the Foster Care Redesign project. A lot of money has been shifted to the Independent Living programs that are typically under funded by the State.

The Board of Directors Reserve Funds grew from \$589,144 to \$590,084.

Jim added that FSS and DCF will be holding quarterly finance discussions to ensure that FSS, the contract manager, and Tallahassee offices are communicating on outstanding issues. We expect that best practices will be developed. "Cost Allocation" is a hot topic that will be discussed next fiscal year to determine the true value of programs and services.

The board discussed the need for a protocol to utilize the Board Reserve Funds. Phil appointed an ad Hoc committee consisting of Ashley Smith-Juarez, Donna Van Puymbrouck, Lynn Sherman, and Jay Alligood. They are to develop a formal process for accessing funds from this account. Lee Wilson informed the board that up to \$30,000 a year is spent from this source as many events or projects are not allowable by the DCF contract. Designated donations are applied to the donor's request. Jay Alligood said that he will review the Blue Cross policies as a guideline for FSS.

Jim informed the board that the accounting firm of Harbeson, Fletcher & Batch, P.A. will be conducting an upcoming financial audit as required by the State contract. They will deliver a report to the board on the financial condition of FSSNF at the conclusion of the audit.

BOARD DEVELOPMENT

Michael Widman requested additional members to join the committee as it only consists of Lynn Sherman and him. Phil expressed that Wayne Clark will be remaining on the board in his new occupation. Board members were encouraged to submit names for consideration.

An Information Application was sent to board members to consider Michael Bruno, a lieutenant in the Sheriff's Office, for board membership.

- **Motion was made and duly seconded to approve Michael Bruno to the FSSNF board. Motion passed unanimously.**

Correspondence will be sent to him with notification of the board's action.

The meeting adjourned at 1:30 PM.