



**FAMILY SUPPORT SERVICES OF NORTH FLORIDA, INC.
BOARD MINUTES
Conference Room
4057 Carmichael Avenue
Jacksonville, Florida
July 13, 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 Dr. George Armstrong, Board Vice President. A quorum of voting members was in attendance as set forth in the Bylaws. *(Bylaws require a minimum of 40% of board membership, or eight members, for a quorum.)*

OLD BUSINESS

- Dr. Armstrong 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 June, 2010 board meeting. Motion passed unanimously.**

SPECIAL PRESENTATION

The Board of Directors presented Daniel Terry with a plaque of Special Appreciation for coordinating and directing the 4th Annual Foster Children's Surf Camp at Jacksonville Beach.

Held annually the day before Father's Day, the half-day surf camp is a dream-come-true for local kids in the child welfare system. It's a chance to learn to surf, to be at the beach, to overcome fears and to gain self-confidence. For many of the kids who attend surf camp, it's the only time they've ever been to the beach.

In 2007, Daniel Terry wanted to do something special with his dad Rick that would be a way to give back to the community. Daniel works for Volcom, a clothing company for surfers, skateboarders and snowboarders. Rick works for the Department of Children and Families.

They took their passionate interest and came up with the surf camp idea. Daniel and Rick recruit instructors, at least one pro surfer and arrange for Jacksonville Beach lifeguards. They partner with Family Support Services of North Florida, the lead agency for adoption, foster care and prevention in Duval and Nassau counties. With a sponsorship from Volcom, Daniel and Rick give 40 local kids a special adventure.

EXECUTIVE DIRECTOR'S REPORT

Jim Adams gave a preliminary end of contract year, June 30, performance review. The financial books are still open to allow FSS to complete its financial reporting.

Jim said that the redesign provided a stream of funds, diverting foster care dollars from room and board, to clothing allowances and summer camps. For the first time, FSS was able to

provide clothing and camp scholarships to not just children in the state's care, but also to clients in our diversion and intervention programs. Carry forward funding has been designated to various programs, such as the Neighbor To Family foster parent recruitment program, and will be expended prior to the Fall.

Jim gave an update of HR. A new supervisory roundtable has been started to drive a future leadership track. Also, each employee's job description has been updated and a standard for performance has been developed.

FSS currently has five interns from various colleges and universities working throughout the summer. They have been assigned to different departments and will make a presentation of their experience at the end of their service.

The current year-to-date DCF Administrative Expense (overhead) was a positive 6.3%.

As of year-end there were six children on runaway/missing status with the longest being 27 days. This is down from the high 30's in previous years.

FSS will end the year with 206 children adopted against a goal of 168. FSS still holds the state record for number of children adopted in a fiscal year. The Dade/Collier County CBC will be number one this year due to their large population of children in care.

Jim and Nancy Dreicer discussed a potential \$5 million dollar that DCF is applying for in collaboration with FSS to adopt older children. One Church/One Child will be holding a Prayer Breakfast in September.

The DCF Summit will be held in Orlando in August and the Coalition's Annual meeting will be in Jacksonville in October.

The Neighbor To Family project is up and running. Their goal is to recruit and train a higher level of foster parent. Their recruitment efforts will focus on sibling groups of children strongly on the Westside of Jacksonville.

FSS has a monthly theme that will be placed on the web site and shared with the board at each meeting. Materials are given to foster parents, clients, and external community members on such subjects as Cyber Safety, Safe Swimming, and relevant holidays.

FSS Inc. Update – the sister organization has been formed and is a Florida corporation; however we are waiting on the IRS to issue a tax-exempt status (501 c 3) before we transfer any assets to it.

Jim concluded by discussing the new performance contract and a 1% holdback starting in January, 2011 to ensure performance to the metrics. This is being driven by a statewide effort to perform to reasonable standards. The Nassau office will operate under the same standards.

Jim distributed a Prevention Department "Onesie" to each board member. This is a one piece bodysuit for newborns that contains the FSS logo and a reminder message to lay the baby on their back. It is distributed by prevention workers during their in-home visits.

COMMUNITY CULTIVATION COMMITTEE

.Foster Children's Back to School Party will be held at the Sun's Baseball Stadium on August 4th. Board members are encouraged to attend. Additional information will be forthcoming.

On August 8th, 50 young girls in care will be attending a fishing camp at the Diamond D Ranch on the North side of Jacksonville. A full day of horse riding, picnic, and fishing lessons are scheduled. This trip has been sponsored by a generous donor in conjunction with the Jason and Elihu fundraising book. FSS is entitled to 1/3 of all profits from the sale of the book. It can be found at area Publix grocery stores.

ADVOCACY COMMITTEE

Dr. Armstrong reported that the committee will be meeting in early August to plan next year's strategy.

FINANCE COMMITTEE

Michael Mullin reported for the Finance Committee with the assistance of Lee Wilson, CFO.

Lee summarized the reports by discussing Balance Sheet which indicates the asset balances of FSS has increased to \$856,000 year to date, May 2010. He reported confirmed Jim Adam's earlier statement that the Administrative Expenses as a percentage of DCF funding was 6.3% year to date compared to the year to date budget of 6.9%. He predicted that we would end the year in a low 6% range.

Fund Source Summaries – total revenue is \$44,991,265 for 2009-2010. A projected surplus of \$2.3 million is the result of a foster care redesign which allows us to move funds from general revenue to Independent Living expenses (Chafee federal funding).

The Board Reserve Board Fund balance as of May 31, 2010 was \$639,621.37. Lee reported that food will be reimbursable if combined with casework training.

- Lee Wilson requested that the board consider a resolution to allow him to complete the paperwork for Jacksonville National Bank in order to view on-line Internet Board Reserve Fund balances.

Motion was made by Ashley Smith- Juarez and duly seconded to approve Lee Wilson's request for on-line Internet banking. Motion passed unanimously.

BOARD DEVELOPMENT

Michael Widman welcomed Michael Bruno as a new member to the board of directors.

GOOD AND WELFARE

The board thanks Michael Shorstein for his participation and valuable legal insight at the relative caregivers Town Hall meeting last Saturday.

Nancy Dreicer requested that board members check their local Publix to ensure that the Jason and Elihu book is being sold there. Jim added that he will furnish books to any board members that would like one.

The meeting was adjourned at 1:10 PM.