

## Summary for Executive Committee Meeting

Date/Time: June 14, 2023 – 8:30 AM

Location: CEO’s Office and Via Zoom

Members Present: Laura Gillman (Zoom), Phyllis Marty (Zoom), Candi Morris (Zoom)

Members Absent: Cheryl Twombly (Excused)

Staff Present: Jacki Hodges, Kelli Williams, Steve Harris

Guests Present: None

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
Call to Order	Executive Committee Meeting	Called to order by Candi Morris at 8:31 AM.
Declaration of Conflict of Interest	None	
Approval of Agenda	Members reviewed the agenda.	A Motion was made and seconded by (Marty/Gillman) to approve the agenda. Motion was approved.
Approval of Minutes	Members reviewed the minutes from April 12 <sup>th</sup> minutes.	A Motion was made and seconded by (Marty/Gillman) to approve the 4/12/23 minutes. Motion was approved.
Financial Report	<p><b>Balance Sheet – April 2023</b></p> <p>Balance Sheet</p> <ul style="list-style-type: none"> <li>• All cash accounts have been reconciled through May 2023.</li> <li>• We are currently holding \$7,236,291.45 in cash (05/30/2023).</li> <li>• Accounts receivable is \$3,182,420.01.</li> <li>• We have \$182,525 in fixed assets with a net book value of \$319.13</li> <li>• Accounts Payable is \$1,543,665.83 and current</li> <li>• DEL Advance is \$6,677,067.78 and overpayments due to DEL from 18/19 FY are \$853,929.94.</li> <li>• Total Net Assets are \$160,655.62.</li> </ul>	

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	<p>The Transformative Professional Development (TPD) program funded by the Children’s Trust of Alachua County (CTAC) is being brought in house effective 7/1/23. At that time, the TPD program will be funding through our grant. We have requested that a portion of the \$268k in CTAC funding obligated for the TPD program be reallocated to serve the ALICE population. We have approximately 80 families that are slightly over income and therefore ineligible for services. CTAC funding would allow us to bring these families into the SR program by funding them for one month through CTAC and then roll them over to ELC funding as a BG8.</p>																																																																																																										

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CEO's Report	<p><b>June 2023</b></p> <p>Our fully staffed status was short-lived. Caitlin had been our outreach specialist for just over a year and she made the decision to move back home. She left us with some great ideas to move work with when we are ready to start some fundraising. We have posted the position and look forward to filling it soon.</p> <p>Our TPD (Transformative Professional Development) program has been funded by the Children's Trust for the past 3 years and created and funded by the County Commission prior to that. Based on the available funds from our SR grant, we made the decision to terminate our agreement with Children's Trust for the TPD Program and continue the TPD program in house. We will continue the program in the same manner.</p> <p>By using the SR grant for this program, this will free up approximately \$268,000 for the Children's Trust to use in other ways for Alachua County children. It is our hope and desire that a portion of those dollars will be used to help serve our "ALICE" population through the ELC. These families are between 150% - 200% of the FPL (Federal Poverty Level). As I have mentioned before, we are not authorized to serve families over the 150% of the FPL; however, once they commence services with us, starting under the 150% of the FPL, we can continue to serve them up to the 200% of the FPL; Therefore, we will continue to ask the Children's Trust for approximately \$100,000 to assist us in servicing this forgotten population.</p> <p>We also received our initial award from The City of Gainesville, and it was considerably lower than in years past. I will be scheduling meetings with the council members to help explain the importance of their dollars for our ALICE population.</p> <p>This week I am in Miami at our Annual Training for the AELC Board. During these meetings, we will be discussing as a group the best way to collectively divide the appropriate \$77 million for direct services.</p> <p>Currently we are slated to receive slightly over \$9 million in our NOA (Notice of Award). Therefore, I am requesting that the ELC of Alachua County receive \$2.1 million of the \$77 million to help shore up our cuts in the SR budget.</p> <p><b>Action Item:</b> Anti-Fraud Plan</p> <p><b>History:</b> In accordance with s. 1002.84(17), F.S. and Rule 6M-9.400, F.A.C. the ELC shall submit an Anti-Fraud Plan by June 30<sup>th</sup> of each fiscal year.</p>	<p>A Motion was made and seconded by (Marty/Gillman) to approve the Anti-</p>

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
	<p><b>Proposed:</b> Staff recommend approving the updated Anti-Fraud Plan for submission to the Inspector General’s Office for final approval.</p> <p><b>Action Item:</b> Employee Handbook</p> <p><b>History:</b> Annually the Krizner Group conducts an employment law audit. This year’s audit included a review of 16 specific employment law components. The audit report also providers suggested changes to help avoid potential violations or problems which could lead to litigation or a governmental audit.</p> <p><b>Proposed:</b> Approve the Employment Policies</p> <p><b>Action Item:</b> Coalition Plan</p> <p><b>History:</b> In accordance with 1002.85(2), F.S. and Rule 6M-9.115, F.A.C., ELC’s are required to maintain a Coalition Plan and submit it to DEL biennially or as updates are needed.</p> <p><b>Proposed:</b> Staff recommend approving the updated Coalition Plan for submission to DEL for final approval. The changes were made to bring the Plan and Coalition policies in line with current requirements.</p>	<p>Fraud Plan. Motion was approved.</p> <p>A Motion was made and seconded by (Marty/Gillman) to approve the Employee Handbook. Motion was approved.</p> <p>A Motion was made and seconded by (Marty/Gillman) to approve the Coalition Plan. Motion was approved.</p>
Meeting Dates	<p>→ <b>Audit/Finance Committee</b> – Tuesday, July 11<sup>th</sup> @ 8:45AM</p> <p>→ <b>BOD Meeting</b> – Wednesday, July 19<sup>th</sup> @ 8:30AM</p> <p>→ <b>Executive Committee</b> – Wednesday, August 9<sup>th</sup> @ 8:30AM</p> <p>→ <b>Quality Committee</b> – TBA</p>	
Public Input	None	
Adjournment		The Meeting was adjourned by Candi Morris at 8:51 AM.