



Draft Quarterly Board of Directors Minutes

Monday, April 24, 1:30 pm to 3:00 pm

Florida Department of Health Conference Room C

Welcome: The meeting was called to order by DJ Lebo at 1:45 pm and a quorum was established.

Minutes: Dixie Morgese moved approval of the January Quarterly Board of Directors Minutes as presented, Mark Jones seconded the motion with the motion passing.

Finances: Updated financial documents were presented in new formats requested by the Executive and Finance Committees. With the Balance sheet and Profit and Loss Statement showing comparative change to date from this year to prior. The new budget format listed revenue and expenditures by project. Third Quarter Revenue was reported at \$151,175, Expenses at \$128,564 and total equity up 10% from last year at \$173,776. A question was raised about meeting space expenses and the response was that the majority of expense was incurred at the Health and Human Services Summit due to the training expansion. A recommendation was made to have each training room sponsored. A new link for the financials will be emailed following the meeting due to the failed link on the website.

- Robin King moved to approve the financials as presented and motion was seconded by Patricia Boswell. The motion passed.
- The presented 2015 990 was approved for filing and appreciation was given to all who reviewed this document. DJ mentioned that is was a learning year for us filing the long 990 form and an eye will be kept out for maintaining our 501c.3 status by creating a balance between offering professional services and receiving government contracts and grants such as the Community Coalition Alliance funding.
- A Finance Committee meeting will be convened to recommend fiscal policy for the Policies and Procedures Manual and Employee Handbook and to work on the 2017-18 budget.

Executive Directors Report an Overview of OVFV Initiatives and Strategies:

Coalition: Julie reported that we continue to host almost 100 attendees per meeting and we are back on track with meeting sponsorships after having the entire last quarter canceled by the Insurance Companies. We are now able to promote coalition work on Facebook. Board members were asked to rate us and like us to add momentum and increase our audience for promoting and mobilizing both OVFV and OVFV member initiatives. The following topics were covered in 2017.

- January Meeting - Junior League President and Freedom 07 + same night did the Light the Way Human Trafficking Walk

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- February Meeting – Outward Bound School sponsor, Making Stress your friend and FDOH update with Lisa Benitez and our very own Patricia Boswell
- March Meeting – Sheriff Chitwood received the Standing in the Gap presentation, President of Tortugas, Ryan Keur spoke on new Tortugas Care Foundation, Daytona State College spoke on My Tech Hire Program and Center for Women and Men had a graduate share, the HMG Survey was part of the critique.
- April Meeting - Annual photo (wear blue for Natl Child Violence Prevention month) Sponsored by SMA Foundation – upcoming MH summit, Family Health Source – New FQHC, County Social Services Survey was given. Vance Aloupis, CEO of the Children’s Movement was the Keynote Speaker.
- May – Professional Development Focus with a Behavioral Health Access to care portion and sponsorship by Presbyterian Counseling Centers and Grant Writing presented by WISE Consulting. New Co-Chair nominations will be taken.

Professional Services – Cultivating relationships with future evaluators Wise Resource Team, Dr. Laura Gunn, Associate Director Public Health in Biostatistics, Stetson University; and Dr. Deanna Wathington, Executive Dean, College of Health Sciences BCU (worked with them during the CHNA process, have an abstract in for a public health conference and working with Dr. Gunn on year-long CHNA/CHIP data related project.) Once we finish publishing our CA snapshot will work on Seminole’s beginning of FY 2017-18. Electronic Polling for the TPO Annual Meeting was completed. Currently developing an annual survey to capture coalition training needs and add that to the training feedback we received from the Health and Human Services Summit.

- CHNA/CHIP: We have been asked to reconvene the CHNA Leadership teams for both Volusia and Flagler to review the Community Health Improvement Plans and seek opportunities for collaboration.
- Training: Julie is partnering with SMA to offer Mental Health First Aid through Daytona State and Dr. Sherryl Weems new VP over College of Workforce, Continuing and Adult Education is very interested in working with One Voice for Volusia on various partnerships including expressing an interest in learning more about our board.

Community Coalition Alliance (CCA) – Youth Substance Abuse Prevention. ITN 2017-18 due end of this week, can apply for up \$80,000. Waiting to hear about lapse funding. Monitored this quarter by CCA/LSF and received 100% on all data/documentation requested – (Julie congratulated great job from work Board leadership is doing on improving administrative functions) and 93% accuracy on new data tracking for hours/deliverables. On track with current contract with both hours and deliverables. Last month reported that we were working on cultivating stronger relationships with Law Enforcement. Sheriff Chitwood wrote the introductory letter for our Know the Law program that will go out to all

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future students and parents, spoke at our March meeting, and on April 14, came with support staff, a cool car and presided over Friday Night Done Right (FNDR) Jackie Robinson Awards ceremony.

- FNDR – We Packed the Jack – Highest attended weekend in history. OVFV distributed over 1100 tickets and fed 400 youth and their families through our funding, our sponsors' generosity and wonderful partnerships from the coalition and DJJ Council. We provided youth entertainment and honor on the field with the Mainland Color Guard, Mainland Top 50 American Idolist singing America the Beautiful and the DCF System of Honoree singing the National Anthem. Sheriff Chitwood, Tortugas President, Ryan Keur, School Board Member Carl Persis and new Circuit Chief Daniel Merrithew and newly retired Chief Kerr passed out 18 awards with over \$100 in in-kind donations, super hero capes and FNDR shirts followed by the FDOH SWAT awards. Board Members Diane Martin Morgan and David Kerr served and attended.

Thrive by 5: Julie hosted a Children's Movement Diner April 11 at the Museum of Arts and Sciences in order to engage members of the Business, Media and Philanthropic Sectors:

Attendees; Ida Wright (BCU Dean/Schoolboard/Entrepreneur); Pat Rice (NJ); Joni Hunt (Government Relations at Florida Hospital); Bill Voges (Root Organizations); Forough Houseni (Food Brings Hope/ICI Homes); Dr. Laureen Husband (FDOH), DJ Lebo, Dr. Pamela Carbiener (BOD of Healthy Start, Halifax OBGYN, FSU College of Medicine, Blues Fest...) with CEO of the Children's Movement, Vance Aloupis). This is the beginning of future dialogue and their support was requested for data and priority reviews. Julie shared Info-graphics provided at the meeting.

One Voice for Volusia has been facilitating a Prevention Institute C2C Learning Lab since the fall and Dixie elaborated on the learning experience and stakeholders. One Voice hosted a workshop in Holly Hill in order to turn in an LOI for a RWJ Foundation Grant regarding community process at the intersection of Community and Health Patricia Boswell shared the Billboard concept of "Every Child Deserves to Live to be 100!"

ReadingPals/Help Me Grow - Lynn continues to facilitate and create the data reports for ReadingPals and we created a Help Me Grow survey to support service provision and referrals for the 5-8-year-old population, CQI report and the next step is to convene provider and referring stakeholders.

Community Agenda (CA) – With new county and community leadership, we plan to move up publishing rather than waiting until September. We had a successful County monitoring visit in January and they requested that we update how we report the work we do on the CA to give new staff a bigger picture. Pages 6 & 7 of the CA were reviewed and Lynn Kennedy will get with Robin to make suggested language

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changes. Julie suggested that a white paper be generated regarding economic impact from the Snapshot.

One Voice for Volusia Committee Reports:

Business Committee Report: DJ reported that the committee has been looking at a 5-year review and making recommendations on the Policies and Procedures Manual and Employee Handbook.

Executive Committee Report

- Executive Director Job Description was expanded to capture Julie's current role and the direction the Executive Committee would like her to take to start of the new fiscal year correctly. The Job Description was passed as presented with Robin King moving and Joe Sullivan seconding the motion.
- Executive Director Evaluation Tool – The tool was presented for review and will be offered via survey monkey. DJ reported that Julie had not had a formal review in 1 to 2 years. Sections 4 & 5 are for the entire Board of Directors and 1-3 just for the Executive Committee. Dixie requested that a way be made to get Julie's comments and input. And DJ reported that monthly meetings with herself, Robin and DJ were set up to review Performance Objectives, and that next year a self-evaluation process could be added. Julie will also fill out the evaluation. Joe Sullivan moved and Dianne Martin Morgan seconded the approval of the evaluation with the addition of N/A added to all questions. The motion passed.

Nominating Committee Creation – The current Board roster was presented with acknowledgement that the Board is now down to the minimum number of members (13). The Nominating Committee was asked to identify new members, identify a strategy to determine term limits and term staggering, identify the Executive Committee roster and any new candidates for a vote for the June Quarterly meeting. Shirley, Dianne, Patricia, Steve and Carl volunteered to be on the committee with a goal of having a plan by 6/19 in preparation for the June 26th quarterly meeting with the next Executive Committee announced for June 01. DJ indicated she would send out guidance for the committee.

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Adjournment: Dixie moved and Patricia seconded to adjourn the meeting. DJ called the meeting adjourned at 3:15 pm.

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