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Juvenile Welfare Board Meeting : 2009 : 11 : 12 : Packet

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Board of Directors Meeting

February 12, 2009

Minutes – January 15, 2009

Item II.A.

PRESENT: John Milford, Vice Chair; Martha Lenderman, Secretary; Maria Edmonds; Elise Minkoff; Van Sayler; Judge Irene Sullivan; Commissioner Ken Welch; and Board Attorney, Colleen Flynn

ABSENT: Joseph Smith, Chair; Honorable Bob Dillinger; Dr. Julie Janssen; Honorable Bernie McCabe

I. CALL TO ORDER

Pledge of Allegiance

II. CONSENT AGENDA

A. Approve Minutes for November 13, 2008 Regular Meeting
B. Approve AND Committee Brochure – Yaridis Garcia

ACTION: Commissioner Welch moved approval of the consent agenda; seconded by Judge Sullivan; motion carried.

III. ACTION ITEMS

A. Ratification of Finance Committee Actions: Request Approval – Gay Lancaster

ACTION: Commissioner Welch moved to approve the following recommendations per the Finance Committee’s endorsement:

I. Approve the Salary and Classification Study
   1. Adopt the Proposed Classification Plan
   2. Adopt the proposed changes to the JWB Position Profiles
   3. Adopt the proposed formal pay structure
   4. Adopt a merit increase schedule each year, depending on available resources

II. Revise the goal of moving employees to the midpoint of the hiring range by removing the reference to a specific time frame.

III. Make a one-time-only Health Savings Account (HSA) seed deposit of $1,100 per employee

IV. Approve an interim personnel policy for a conversion provision for Annual Leave/Sick Leave

Mrs. Minkoff seconded the motion; motion carried.

The Community’s Investment in Our Children
B. Ratification of Executive Committee Actions: Request Approval – Gay Lancaster

ACTION: Commissioner Welch moved to approve the following recommendations per the Executive Committee’s endorsement:

I. Apply for the Substance Abuse and Mental Health Services Administration (SAMSHA) Grant

II. Authorize the Executive Director to execute the closing documents for the 49th Street Building

III. Approve Personnel Budget Reallocations Pertaining To:
   1. Salary and Classification Study
   2. Revision of the goal of moving employees to the midpoint of the hiring range by removing the reference to a specific time frame
   3. Making a one-time-only seed deposit of $1,100 per employee into an individual Health Savings Account (HSA)
   4. Approving an interim personnel policy for FY 0809 offering a conversion provision for Annual/Sick Leave

Mrs. Edmonds seconded the motion; motion carried.

C. Ratification of Executive Director’s Action: Request Approval – Gay Lancaster

After the Finance and Executive Committees approved the staff request to “seed” the Health Savings Account (HSAs) for employees electing to move into the High Deductable POP health insurance plan, and subsequent to the full enrollment process, JWB was informed by its broker, Brown & Brown, that its carrier United Health Care, had erred on its quote under the PPO, misstating the required minimum deposit into the HSAs, under IRS standards for HD plans. Rather than the $1,100 for individuals and $2,200 for families originally quoted and approved, a $1,250 per employee and $2,500 per family minimum had to be met. There was also an unanticipated increase in the out of pocket minimums that adversely impacted staff. Due to the incorrect information and the deadline for renewal, the Executive Director took action to adjust the JWB contributions for seeding the HSA’s. Funds saved in reduced premiums were reallocated to cover the cost.

ACTION: Commissioner Welch moved to approve the Executive Director’s request to ratify the emergency action to address the unanticipated increase in health insurance deductibles and out-of-pocket costs; seconded by Judge Sullivan; motion carried.

D. Allocation Request: Community Priorities Fund – Lisa Sahulka and Jeanine Evoli

The Emergency Response Team (ERT) is requesting funding for three positions to accommodate the increasing number of families that are currently being denied services due to capacity limitations. The action will reduce the Community Priority Fund by $130,819.

ACTION: Ms. Lenderman moved approval for JWB to transfer $130,819 from the Community Priority Fund to PEMHS Emergency Response Team (ERT); seconded by Judge Sullivan; motion carried.

E. Approval of IT Policies – Pat Gehant

JWB rewrote the Information Technology Policies to reflect changes in resources, business processes and technology. Staff was commended for a job well done by Commissioner Welch.
Ms. Lancaster told the board a one page summary regarding their responsibilities as a Board will be forwarded to them per Mr. Sayler’s request. There is a quarterly security check performed by an outside company to assure safety measures are being met.

**ACTION:** Approval of the IT Policies: Although a vote was taken, which was unanimously approved, no formal motion was made. This must be addressed at the February 12, 2009 meeting.

**F. Corporate Recognition Selection Committee – Eddie Burch**

The Corporate Recognition Awards committee is comprised of 2 Board members and a representative from each of the 3 Community Councils. JWB is seeking two volunteers from the Board to serve on the committee.

**ACTION:** Maria Edmonds and Martha Lenderman were appointed to serve on the committee.

**IV. PRESENTATIONS**

**A. Child Welfare System Update – Marcie Biddleman, Vice President of Community Based Care, Eckerd Community Alternative**

Ms. Biddleman reported many accomplishments since Eckerd Community Alternative received the contract for administering community based care services. There is a significant improvement in data sharing. The weekly data packet is available directly at [http://www.eckerd.org/ECA/index.html](http://www.eckerd.org/ECA/index.html). Ms. Lenderman and Judge Sullivan commended Ms. Biddleman on the data reports. Ms. Lenderman requested quarterly reports listing current data as well as the previous quarter. Commissioner Welch appreciated the easy to read layout of the report.

Ms. Biddleman reported staff retention has improved. She believes it is due to additional training and a greater sense of support from the main office.

There has been an increase in the interest of becoming foster parents. However, due to today’s complex issues children are facing, there is a great need for therapeutic homes. The specialized homes require additional training and exceptional, dedicated people. There are children in foster care who have been moved three times or more, in one year. This is not acceptable.

Youth aging out of foster care with no life skills continues to be a high priority. Camelot Community Care, Inc. and community partners will provide Independent Living Services (ILS) that will include Life Skills assessments and Life Skills training for youth ages 13-17 living in a licensed foster care placement or subsidized independent living. Camelot Community Care will also coordinate ILS Youth Advocacy Board activities including, but not limited to, leadership development, volunteer opportunities, college tours, presentations etc.

Transition and Aftercare Services, provided by Independent Living Services, will provide individual life skills training, support and referrals using a community based “hands on” approach with 17-22 year olds to encourage experiential learning opportunities. Ms. Biddleman reported youth with mental health needs receiving Social Security or other incomes are entitled to a client trust fund. Every one of the youth in Pinellas County who qualify for these funds have been notified of their rights by ECA staff. Life Skills assessment and Life Skills training are the two key components to the program. Judge Sullivan asked if pregnancy and parenting training are offered to males. If not, please add it. Mrs. Edmonds requested employment status and goal setting be included in the curriculum.
In summary, Ms. Biddleman appreciated the acknowledgement of work well done and the feedback on how to improve the information that addresses the Board’s questions. She asked the Board to forward questions and suggestions to Jeanine Evoli, Manager of Child Welfare Advocacy at JWB who will, in turn, forward the requests to her.

Commissioner Welch and Mrs. Minkoff asked about alternative funding streams. Ms. Biddleman told the Board Ready for Life provides funding. Commissioner Welch inquired where the dollars were for Connected by 25. Mrs. Lancaster clarified the dollars were designated for independent living. The dollars not utilized were lost due to budget cuts. Ms. Lancaster said at the very least we shouldn’t leave any dollars on the table that could be used for Florida’s children.

Ms. Lancaster was commended by Judge Sullivan for her initiative to take a positive stand at the state level to support health care for Florida’s children.

B. Pinellas Core Management Services (PCMS) – Paul Lackey

PCMS has dealt with many issues over the past several months; i.e. budget cuts, staff reductions, and closing of Neighborhood Family Centers due to poor performance. On a more positive note, the HIPPY program has been implemented and is running successfully. The program is in such high demand there is currently a waiting list for services. PCMS is in the process of developing Advisory Boards for the individual NFC’s and establishing across the Board policies for all programs. Commissioner Welch thanked Mr. Lackey for a job well done. He also stated he was troubled with the St. Petersburg Times interpretation of the relationship between JWB, PCMS and the NFCs. Ms. Lenderman shared her concern regarding the perception of “conflict of interest” for Board member of one of the NFC’s. Mr. Lackey is aware of the concerns and will continue to work on resolving the issues. Mr. Sayler and Mrs. Edmonds commended Mr. Lackey on the progress of PCMS as well.

C. Fiscal Update – Lisa Sahulka

Ms. Sahulka presented the Board with a budget update. The projected budget for 09-10 is preliminary; but staff is projecting a 10 to 15% reduction in property tax revenue. Staff is looking at ways to best utilize the dollars available to provide the best services possible.

V. INFORMATION ITEMS

A. Adolescent Pregnant & Parenting Services (APPS) Update – Karen Sierra

B. Central Florida Behavioral Health Network Update – Gary Cernan, Linda McKinnon, CFBHN

Ms. Lenderman asked how the process was going with CFBHN. The schools are very happy with the system of care. They are highly supportive of the navigator concept which assures the child receives, and continues to receive, the services they need regardless of the school they are attending. Residents who are able to pay for services are not currently being served through CFBHN. They are assisted (by staff) in contacting their insurance/Medicaid provider for services. Judge Sullivan asked if Behavioral Psychological Evaluations are included in the coverage. Mr. Cernan will clarify and forward the information to Judge Sullivan.
C. Help-A-Child Update – Mike Warner

The Board was presented with a letter from Help-A-Child and Suncoast Center for Community Mental Health announcing their interest in merging. The agencies requested JWB’s ongoing support for all programs currently funded at Help A Child, and that JWB pay for the merger expenses incurred by the two agencies. The Executive Directors were commended for their action and assured JWB’s support throughout the process.

D. Office of Resources Development Progress Report – Joyce Sparrow
E. Legislative Update – Debra Prewitt
F. Child Welfare Advocacy Update – Jeanine Evoli
G. JWB Activities Calendar
H. Financial Reports (November & December)
I. Site Visit Schedule and Summaries
J. Personnel Report
K. Training Center Report
L. Media Items

VI. OPEN AGENDA

VIII. ADJOURNMENT

Meeting was adjourned at 11:35 a.m.

Minutes Respectfully Submitted by:

Martha Lenderman
JWB Board Secretary

2/6/09