

Indian River County Healthy Start Coalition
Board of Directors Monthly Meeting
Date: April 20, 2020

Members present: Audrey Richards, Karen Campbell, Katy Faires, Lee Curry, Robyn Stork-Hjalmeby, Sharon Packard, Alan Temple, and Karan Morein

Others present: Andrea Berry, Chief Executive Officer, Elisabeth Bublitz, Assistant Executive Director, and Cheryl Martinez, Nurse-Family Partnership- Nurse Program Specialist

Meeting Called to order at 4:16pm.

I. Introductions of new Board Members and Staff

- a. Sharon Packard, Director
- b. Alan Temple, Director
- c. Karan Morein, Director
- d. Robyn Thompson, Communications and Development Coordinator
- e. Bridgette Jerger, Program Supervisor (Cleveland Clinic Indian Rover Hospital)

II. Consent Agenda:

- a. Approval of Minutes: March Meeting Minutes 2020
Note Changes: Add Karen Campbell to members present.

A motion to approve the March 2020 meeting minutes with amendments made by Karen Campbell. Sharon Packard seconded the motion. Motion passed unanimously.

III. COVID – 19 Updates

a. Programs

- i. IRCHSC continues to serve families and the community. All clients are being served virtually. If needed, baby items are dropped off at the doorstep.
- ii. Additionally, staff has been assisting Cleveland Clinic Indian River Hospital on the labor and delivery floor as essential employees.
- iii. IRCHSC has also increased our online presence in order to continue to provide evidence-based information to local families navigating pregnancy and parenting during COVID-19.
- iv. With the support from United Way's Community Emergency fund, IRCHSC was awarded funding to purchase CPR dolls. The first class will be held on April 24th, 2020 via Zoom. CPR dolls will be provided to clients who register and confirm attendance with the Clinical Program Manager. The total amount requested \$3,800. The total amount spent \$3,778.85. The total amount of dolls purchased 91 dolls.

b. Community

i. Diaper Drive

1. IRCHSC to update diaper list on Amazon.

ii. Buggy Bunch collaboration and partnership.

1. IRCHSC and the Buggy Bunch have teamed up to serve families in need during COVID-19. The Buggy Bunch is providing diapers who are currently not enrolled in a IRCHSC program. IRCHSC has been providing diapers as needed. Buggy Bunch has noted a needed for size 4,5,6 diapers.
2. Communication with Cleveland Clinic Indian River Hospital – IRCHSC sent CCIRH a letter regarding maternal and child health issues/matters related to COVID-19.

- a. Community Doula services currently being impacted by the hospital's visitor policy; however, the hospital has accepted IPads and phones to distribute to patients who may need additional support during labor and delivery. Collaboration regarding telehealth related to IRCHSC programs remain ongoing.

iii. Tenants

1. Renters have not yet contract IRCHSC regarding late or missed payments.
 - a. Advisory Committee - Reach out to TP Kennedy regarding Abatement action plan insight/planning.

IV. Monitoring and Evaluation Dashboard: Nurse-Family Partnership

- a. Guest Speaker: Cheryl Martinez, MSA, RN, BSN, Nurse Program Specialist Nurse-Family Partnership of Treasure Coast
- b. Overview of Nurse-Family Partnership (NFP) Program
- c. Review of NFP Dashboard
 - i. Future Dashboards to include additional information related to measures, clients served, program timeframe, etc.
 - ii. Children's Service Advisory Committee Quarter 1 and Quarter 2 reports sent to the Board for additional program information.

V. Financial Statements: March 2020 financial statements

- a. CEO and Lee Curry answered questions related to the Financial Statements (attached). The Coalition Balance Sheet, Profit and Loss, and Properties Financials. Coalition total assets are up by \$98,199.86.

A motion to approve the March Financials was made by Alan Temple. Kathy Faires seconded the motion. The motion passed unanimously.

VI. Old Business:

- a. Tykes & Teens Contract Transition
 - i. Overview provided.

A motion to approve the transition of the Healthy Families program and the Ounce of Prevention contract to Tykes and Teens was made by Katy Faires. Karen Campbell seconded the motion. The motion passed unanimously.

VII. 2020-2021 Budget Review:

- a. Fundraising has been split into two years with Dancing with Vero's Star being rescheduled to September 2020.
- b. Contract will remain the same
- c. United way to provide level funding for programs.
- d. Paycheck Protection Program application has been submitted on behalf of IRCHSC.
- e. Possible impact would come at the Federal and state level in regards to contract revisions.
- f. Need to implement possible Disaster Scenario plan over the next 30-60 days.

A motion to approve the 2020 – 2021 IRCHSC Budget was made by Alan Temple. Karan Morein seconded the motion. The motion passed unanimously.

VIII. Governance Update:

- a. Board Recruitment
 - i. The Board Recruitment and Advisory remains ongoing and is looking to add an additional (3) candidates to join the Board in October 2020.
- b. Nominating of Officers
 - i. This will take place at the Annual Board meeting held in November 2020.
 - ii. 1-year terms
 - iii. Karen Campbell will send Andrea Berry and email on potential nominees who could serve on the Executive Committee.
 - iv. A Nominating Committee will be assembled.
- c. CEO Review: Workgroup

- i. A workgroup will be assembled in May to help with this process.
 - ii. If interested, please reach out to Karen Campbell. An email will be sent out regarding this process.
- d. Board Book Access: Google Drive
 - i. New meeting schedule has been added.

IX. Philanthropy Update:

- a. DWV – This event has been postponed to September 2020
 - i. This event is currently sold out; however, seats are still available for Board members. Please contact Andrea Berry or Ashley Watson for more information.
 - ii. Currently short of fundraising goal.
 - iii. All dancers have been asked to stop all fundraising efforts. Activities related to fundraising will resume in June/July.
- b. Baby Talk # 4 - Preconception Health and Education Focus
 - i. Hosted by Hope Woodhouse & Karen Campbell
 - ii. Date: May 14, 2020
 - iii. Time: 5:30pm
 - iv. Location: Via Zoom
- c. Internal Mailings
 - i. Year-end annual appeal will be through IRCHSC.
 - ii. Letters to be sent to locally identified foundations.

A motion was made by Alan Temple to adjourn. Karen Campbell seconded the motion. The motion passed unanimously.

Meeting adjourned at 5:36PM.

Respectfully submitted,

Katy Faires