

Indian River County Healthy Start Coalition

Board of Directors Monthly Meeting

Date: November 10, 2021

Meeting: 11 Gem Island Drive, Vero Beach, FL 32963, Publicly available by Zoom

Members Present: Karen Campbell, Dr. Audrey Richards, Lee Curry, Karen Morien, Allen Jones, Alan Temple, Kyle Thurn

Others Present: Andrea Berry, CEO, Autumn Schneider, Asso Director, Dr. Sharon Packard, Clinical Program Manager, Karen Toole

Not Present: Frida Randolfi

Welcome and Call to Order. The meeting was called to order by Karen Campbell at 9:05 AM

I. Approval of minutes: October 18, 2021 meeting, (minutes attached)

a. Typographical errors corrected

A motion to approve the corrected Minutes was made by Audrey Richards. Lee Curry seconded the motion. The motion passed unanimously.

II. Financials: October 2021 and Year to Date Financial Statements are not available for this meeting. They will be reviewed at our next meeting.

III. Grant Approval

a. Autumn Schneider. \$15,000 of NFP funding will no longer be available through CSAC. CSAC increased their funding of Parents as Teachers. Request approval of applying for that \$15,000 support through JICSL grant, in addition to the other programs they fund.

A motion to approve the coalition apply for JICSL grant support of \$15,000 toward NFP program was made by Karen Campbell. Allen Jones seconded the motion. The motion passed unanimously.

IV. Governance – Alan Temple

a. New board member application: Application and interview with Angie Radock were discussed.

A motion to elect Angie Radock to the IRCHSC Board of Directors was made by Audrey Richards. Karen Campbell seconded the motion. The motion passed unanimously.

b. Additional Board representation needs were discussed.

c. Board Officer Elections Slate

a. President – Karen Campbell

b. Vice President- Audrey Richards

c. Treasurer – Kyle Thurn

d. Secretary – Karen Morein

A motion to approve the slate of officers as listed above was made by elect Angie Radock to the IRCHSC Board of Directors was made by Lee Curry. Allen Jones seconded the motion. The motion passed unanimously.

V. Other business – The administration and board members want to recognize and thank Lee Curry for her excellent service as board Treasurer for the past 4 years.

VI. The November monthly board meeting was adjourned at 9:16 AM.

Respectfully submitted,

Karen Morein

Indian River County Healthy Start Coalition

Board of Directors 2021 Annual Meeting

Date: November 10, 2021

Meeting: 11 Gem Island Drive, Vero Beach, FL 32963, Publicly available by Zoom

Members Present: Karen Campbell, Dr. Audrey Richards, Lee Curry, Karen Morien, Allen Jones, Alan Temple, Kyle Thurn

Others Present: Andrea Berry, CEO, Autumn Schneider, Associate Director, Dr. Sharon Packard, Clinical Program Manager, Ali Schlitt, CPA, Shannon Bowman, speaker- CCR, Karen Toole

Not Present: Frida Randolfi

The meeting was called to order by Karen Campbell at 9:17 AM

I. Auditor Report for 2020-June 30, 2021, (Audit attached) Ali Schlitt. Offutt, Barton, Schlitt, LLC was engaged to provide an opinion on financial statements. They are issuing a clean opinion. Key points:

- a. Total Assets \$2,787,912. Total Net Assets \$2,062,874. Net assets with donor restrictions \$130,803.
- b. Total liabilities \$ 725,038. The largest liability is mortgage payable of \$5587,876. Refundable advance - is the second PPP loan \$54,492 - will likely be forgiven.
- c. Cash in banks is over FDIC insured limits, finance committee will discuss.
- d. Beneficial interest in assets held in community foundation- Our current endowment investment is \$32,187. Verbally we understand that we are able to withdraw funds at will, but contract wording does not reflect this. Discuss and possibly modify contract wording with IRCF to ensure unrestricted access to our funds.
- e. Total revenue \$1,795,165. 36% is from government sources, Florida Dept of Health \$304,506 and Healthy Start MomCare Network \$342,007. This percentage is decreased from previous years.
- f. Operating Expenses are \$1,116,909 for programs, and \$219,655 for support services. Support services represent approximately 15%. A goal is to keep support service expenses above 80% of total.

A motion to approve the Annual Audit ending June 30, 2021 was made by Allen Jones. Lee Curry seconded the motion. The motion passed unanimously.

II. Programmatic Update presentation was given by Dr Sharon Packard. (see attached presentation)

- a. Discussed the reorganization of all Healthy Start Services contracted through CC-IR. Lead coordinator positions are now salaried. Coordinators also will be providing direct service.
- b. CI&R - This is now fully integrated into Partners in Womens Health, CC-IR. Professionals with mental health backgrounds now initiate clients first contact very early in pregnancy and are a continued access point over 30 weeks. The interview takes a whole person health approach to lead to a CCM (Coordinated Care Model), this will include billable services.
- c. Discussed exploration of PEACE Program (Prevention Education and Community Advancement). See attachment. The Coalition will apply for a \$500,000 grant through the South East Florida Behavioral Health Organization to improve IRC Maternal Child Health through

ongoing professional development and establishing professional partnerships that can serve the needs of pregnant women or expecting people, partners, developing infants and their families.

III. Governance: Alan Temple

- a. Board of Director Engagement Plan – Please review and select how you can best serve the board. Forward to CEO
- b. Upcoming - 2021 Board of Director assessment.

IV. Philanthropy

- a. Shannon Bowman, CEO of CCR discussed the Board of Directors role in Philanthropy. Take homes:
 - i. Assess Coalition Revenue Sources. Government, Grants, Earned, Contributions
 - ii. Annual Events are transactional – be sure to strongly link coalition name and mission
 - iii. Philanthropy is relationship driven. All can participate in this. Know your donors, maintain relationships. Aim for retention of these valuable individuals.
 - iv. Know IRCHSC mission, work and community reach.
 - v. Identify your own reason for being involved in the Coalition; Serve as an ambassador for IRCHSC

V. Adjourn Annual Meeting

A motion to adjourn was made by Audrey Richards. Karen Morien seconded the motion. The motion passed unanimously. The Annual 2021 Meeting was adjourned at 12:50 PM.

Respectfully submitted,
Karen Morein