

Board of Directors' Agenda
Thursday, August 15, 2019
3:00 PM – 5:00 PM
Central Florida Cares Health System, Inc.
Board Room



I.	Welcome/Introductions	Debbie Owens	5 minutes
II.	Financial Report	Mark Broms	
	<ul style="list-style-type: none"> • Year End Financial Report 	Doug Shaw	20 minutes
III.	Consent Agenda	Board	5 minutes
	<ul style="list-style-type: none"> • Approve June 20, 2019 Minutes • Board Member Renewals: B. Hankey; D. Walsh • Board Secretary 		
IV.	Consumer Presentation	Katie Bowman	15 minutes
V.	CFCHS' Services Presentation	Stephanie Smith	15 minutes
VI.	Ad-Hoc Nominating Committee	Valerie Holmes	5 minutes
VII.	Organizational Updates	Maria Bledsoe	5 minutes
	<ul style="list-style-type: none"> • GHME1 • Needs Assessment Board Discussion 		
VIII.	Introduce CFCHS' Employees	Group	3 minutes/per person
	<ul style="list-style-type: none"> • Stephanie Smith • Chris Chung • Sharon Ramsaran 		
IX.	Planning Council	Nelson Kull	3 minutes
X.	Other/Public Input	Group	3 minutes/person
XI.	Adjourn - Next Board of Directors' Meeting	Group	1 minute
	<ul style="list-style-type: none"> • Thursday, October 17, 2019, 3:00-5:00 pm 		

**Board of Directors' Meeting Minutes
Thursday, June 20, 2019
Central Florida Cares Health System, Inc.
Board Room**



ATTENDANCE

Central Florida Cares Health System Board of Directors

Debbie Owens, President, Seminole Prevention Coalition
Robert Wayne Holmes, Vice President, Retired Asst. State Attorney/Consumer Advocate
Mark Broms, Treasurer, Brevard Homeless Coalition
Ian Golden, Past President, Brevard County Housing & Human Services
Enrique Aponte, Consumer Advocate
Richard Barlow, Park Place Behavioral Healthcare
Babette Hankey, Aspire Health Partners
Tara Hormell, Children's Home Society
Kristen Hughes, Lassiter-Ware Insurance
Ken Peach, Health Council of East Central Florida
David Solomon, Walt Disney
Bill Vintroux, Circles of Care
Donna Walsh, Seminole County Health Dept.

Central Florida Cares Health System, Inc. Staff

Anna Lowe, Chief Operating Officer
Doug Shaw, Chief Financial Officer
Karla Pease, Executive Assistant and Recording Secretary
Sharon Ramsaran, Sr. Accountant
Miralys Martinez, Quality Specialist

Guests

Anna Reed, Florida Recovery Schools
Jessica Hixon, IMPOWER
Christine Suehle, Aspire
David Knight, Crossroads
Terry Biener, Crossroads

Meeting Called to Order

Central Florida Cares Health System, Inc. (CFCHS) Board of Directors' meeting was held on Thursday, June 20, 2019, at 3:00 p.m. at 707 Mendham Blvd., Suite 201, Orlando, FL 32825. CFCHS' Board President called the meeting to order at 3:01 p.m.

Financial Report

CFO reviewed the April financial statements.

- FivePoints bill analysis was shown. The three parts of this contract are: technical services are \$12K/monthly, Amendment 1 was for \$74K for programming and testing, and Amendment 2 was for \$30K for data migration and testing.
- Statement of Financial Position was shown for March and April.
- Cash Flow Schedule reflects where cash has been spent in major categories.
- Calculation was shown on how much providers get paid at end of fiscal year.
- Revenues and Expenses were shown for March and YTD, then April and YTD.
- GHME1 amendments were shown.
- OCA Expenditure and Utilization Summary reflects OCAs that are underutilized.
- Utilization rate by OCA in percentages and expenditures by OCA in dollars were shown.
- Provider expenditures through April was shown by budget and by utilization.

Mark Broms made a motion to approve the financial report as presented, Bill Vintroux seconded, motion passed.

Consent Agenda Items

Bill Vintroux made a motion to approve the consent agenda items, Wayne Holmes seconded, motion passed.

The President thanked the COO for presenting at the Faith-Based and Community Advisory Council regarding opioid use and abuse in our counties.

Ad-Hoc Contract Committee

The Ad-Hoc Contract Committee met on May 24th to review the FY 19-20 provider contracts. One-third of the contracts are reviewed each year and contracts are on a rotating schedule so not all 30 contracts are reviewed at one time. There were 11 contracts that the committee discussed. The remaining contracts have not expired yet. After discussion, the committee members voted and recommended approval at the Board meeting on June 20th.

Ken Peach made a motion to approve the contracts as presented at the Ad-Hoc Contract Committee and recommend to the full Board for approval, Enrique Aponte seconded.

The following Board members abstained from voting on the contracts:

	<u>Abstain</u>
Richard Barlow	*
Babette Hankey	*
Tara Hormell	*
Bill Vintroux	*
Kristen Hughes	*

There were 8 ayes, 5 abstain, 0 nays, motion passed.

Ad-Hoc Nominating Committee

Kristen Hughes informed members that the Ad-Hoc Nominating Committee met on May 31, 2019 to interview two potential board members: Jules Brace, Orange County Sheriff Office, and Luis Delgado, Surf Monkey Media. Kristen indicated the Nominating Committee would like to recommend these two gentlemen as new Board of Directors with approval from the full Board.

Richard Barlow made a motion to approve the candidates as presented. Ken Peach seconded, motion passed.

Organizational Updates – Presented by the COO

- Getting the Board on Board with Compliance video link was emailed in April requesting each member to review and complete an attestation form. The Executive Assistant is collecting these completed forms.
- GHME1 – no update from DCF.

CFCHS' Behavioral Needs Assessment Presentation

Therry Feroldi gave the needs assessment presentation. Discussion followed:

Ken Peach commented:

- CFCHS is leading in the state being way ahead of the other MEs.
- Brevard suicide rate is a significant outlier.
- How will this report to be distributed?
- Is there correlation with ACEs with early childhood trauma?
- 33% did not know where to go for services. Ken suggested creating one telephone number and triage all services from there for all four counties.
- Strategic Plan mentions raising awareness in behavior health issues.
- Legislative persons needs to be aware of this report. Do board members have a responsibility to help educate?

Mark Broms commented on 211 in Brevard. Agencies must collaborate with 211 and inform them of their programs and eligibility criteria.

The COO mentioned this report will drive CFCHS' Enhancement Plan and our Business Operation Plan for next year while helps with the LBR for DCF.

Babette Hankey suggested an Executive Summary be provided to make this report more communicable and list key points.

Enrique Aponte mentioned:

- Transportation remains an issue for the consumer.
- Needs Assessment report needs to be written for the consumer to be able to absorb this information.
- Proposes caution with qualifying assessment screening does not become disqualifying for the individual.

David Solomon mentioned how much of the survey resulted in people not understanding what was available versus what truly is available and they didn't realize it was there. As a Board member, David wanted to support the cause where he was needed.

Bill Vintroux mentioned the transportation pilot in Brevard and the challenge in Brevard such a long county mileage wise. Telehealth was discussed.

Planning Council – Nelson Kull, Pathways Drop-In Center, was not in attendance.

Other/Public Input

- Enrique – will there be another peer training like the one listed in the Social Media flyer (see handout.)
- David Knight, Crossroads Medical, provides behavioral health services and would like to partner with CFCHS.
- Anna Reed, Florida Recovery Schools, Recovery Symposium will be on September 21st. Flyer will be distributed by email.
- The CFO recapped on the deferred revenue that was underspent in prior years.
- Enrique Aponte commented on his new position and has new business cards for members.

Adjourn

The next Board of Directors' Meeting will be Thursday, August 15, 2019 at 3 pm.

Kristen Hughes made a motion to adjourn, Ian Golden seconded, motion passed.

The meeting adjourned at 4:52 p.m.

Debbie Owens
President

Karla K. Pease
Recording Secretary

CENTRAL FLORIDA CARES HEALTH SYSTEM

June 2019 Financials
Preliminary and Unaudited

PRELIMINARY



- These June financials are preliminary based on preliminary June financials sent to DCF on 7.22.19 after 1st June billing
- Final June 2019 financials are due to DCF on Friday 8.16.19, after 2nd June provider billing
- The Prelim ME operating expenses may not change
- But, the final Program Expenditures could have significant changes from these Prelims

Central Florida Cares Health System, Inc
Statement of Financial Position - Preliminary and Unaudited
At 6/30/2019 and 5/31/2019

	<u>6/30/2019</u>	<u>5/31/2019</u>
Assets		
Current Assets		
TD Bank	669,444	722,171
Accounts Receivable	13,195,159	13,195,159
Other Receivables	1,491	
Prepaid Insurance	20,703	2,531
Prepaid Expenses	9,865	1,550
Deposits	26,375	26,375
Total Current Assets	<u>13,923,037</u>	<u>13,947,786</u>
Long-term Assets		
Property & Equipment	1,110,933	1,110,933
Accum Depreciation	<u>(917,783)</u>	<u>(917,783)</u>
Total Long-term Assets	<u>193,150</u>	<u>193,150</u>
Total Assets	<u><u>14,116,187</u></u>	<u><u>14,140,936</u></u>
Liabilities		
Short-term Liabilities		
Accounts Payable	7,491,908	7,298,464
Wages Payable	90,454	91,595
Federal Payroll Taxes Payable	6,920	7,007
403(b) Payable	8,398	7,285
Deductions Payable	931	1,348
Deferred Revenue	4,646,083	3,569,018
CarryForward Funds	1,415,393	1,734,014
Interest & Other Payable to DCF	-	8,281
Advance Due to DCF CY	0	976,046
Total Short-term Liabilities	<u>13,660,088</u>	<u>13,693,058</u>
Total Liabilities	<u>13,660,088</u>	<u>13,693,058</u>
Unrestricted Net Assets:		
Prior Year Excess Revenues	380,606	380,606
Curr Year Excess Revenues	<u>75,493</u>	<u>67,271</u>
Total Unrestricted Net Assets	<u>456,099</u>	<u>447,878</u>
Total Liabilities and Net Assets	<u><u>14,116,187</u></u>	<u><u>14,140,936</u></u>

Central Florida Cares Health System, Inc.
Statement of Revenues and Expenses - PRELIMINARY and Unaudited
For the Month and Twelve Months Ended 6/30/2019

	<u>June</u>	<u>YTD</u>
Program Services Revenue:		
DCF	\$ 6,798,592	\$ 80,988,376
FLINC	8,833	95,360
Orange County	<u>6,679</u>	<u>80,150</u>
Total Operating Revenue	6,814,104	81,163,886
Expenditures:		
Program Services Expenses	6,623,036	78,532,896
Personnel Expenses	150,077	1,819,636
403(b) Fees		1,825
Accounting Fees		18,186
Conferences	(13,683)	11,186
DCF Unallowables		1,378
Dues & Subscriptions	1,816	34,132
Insurance	2,531	29,805
Legal Fees	912	5,269
Needs Assessment/Benchmarking		45,222
Office Equipment		19,343
Office Furn & Fixture	3,447	3,877
Outreach and Awareness		1,000
Payroll Processing Fees	756	7,158
Printing & Publications	138	4,104
Professional Services Other	1,314	15,768
Recruiting and Screening		770
Rent-Building	-	173,352
Rent-Equipment	607	6,588
Software Development	182	105,355
Software Expense	12,736	159,592
Supplies & Postage	83	4,011
Telephone, Internet & Conf	3,887	37,739
Trainings	3,669	11,636
Meetings	<u>18,006</u>	<u>38,494</u>
Total Expenditures	6,809,515	81,088,324
Operating Revenue over Expenditures	4,589	75,562
Other Revenue and Expenses:		
Contribution Revenue		1,576
Contribution Revenue		<u>(1,644)</u>
Net Other Revenue (Expense)	-	(68)
Net Revenue over Expenditures	<u>\$ 4,589</u>	<u>\$ 75,494</u>



Insurance premium comparison

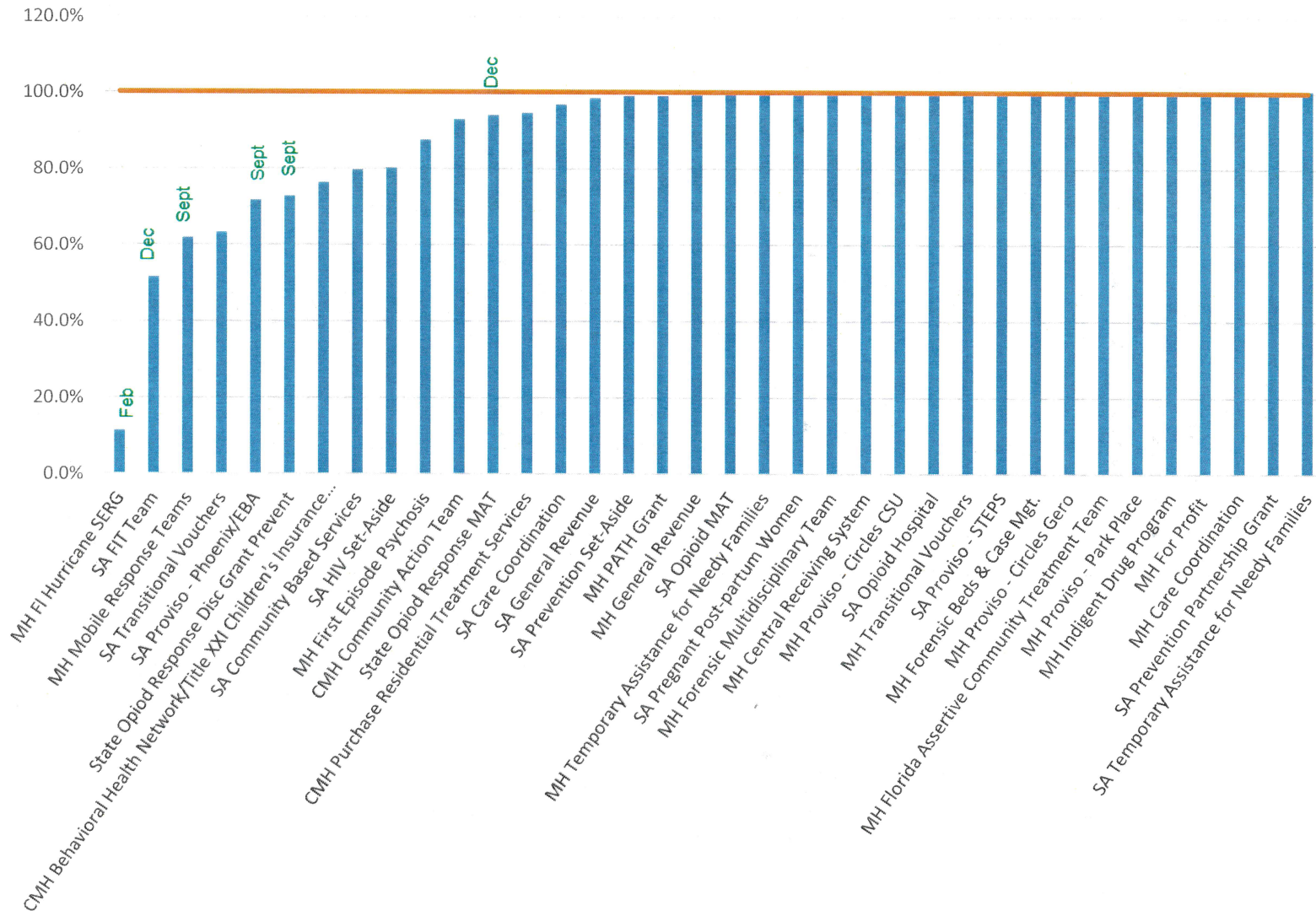
Policy Type	FY1718	FY1819			FY1920		
	Premium	Premium	\$Diff	%diff	Premium	\$Diff	%diff
Business Owners - (property, bus income, gen liab)	841.74	841.74	-	0.0%	923.00	\$81.26	9.7%
Workers' Comp	4,073.00	3,479.00	(594.00)	-14.6%	3,345.00	-\$134.00	-3.9%
Professional Liability (Errors and Omissions)	11,597.79	9,259.31	(2,338.48)	-20.2%	10,546.76	\$1,287.45	13.9%
Management Liability (Directors and Officers, employment practices)	8,740.00	4,995.00	(3,745.00)	-42.8%	4,995.00	\$0.00	0.0%
Cyber Liability	10,731.76	10,199.96	(531.80)	-5.0%	9,233.04	-\$966.92	-9.5%
	\$35,984.29	\$28,775.01	(\$7,209.28)	(\$0.20)	\$29,042.80	\$267.79	0.9%

DCF - GHME1 Amendments

Amendment Number	Executed	Purpose	Budget
Final FY1718			\$72,746,048
33	8/16/18	FY1819 Complete Re-write, no budget yet	-
34	9/20/18	FY1819 Budget	\$79,313,031
35	11/9/18	Added \$600k for Phoenix Affiliates Proviso	\$79,913,031
36	12/21/18	Added \$2,016,226 for SOR	\$81,929,257
37	2/18/19	To add \$1,632,600 for Hurricane Maria \$947,983 for STR	\$84,509,840
		7/1/2019 Prelim Sch of Funds for FY1920	\$82,935,834

Network = 94.6%
Target = 100.0%
Underspending = \$4,445,656

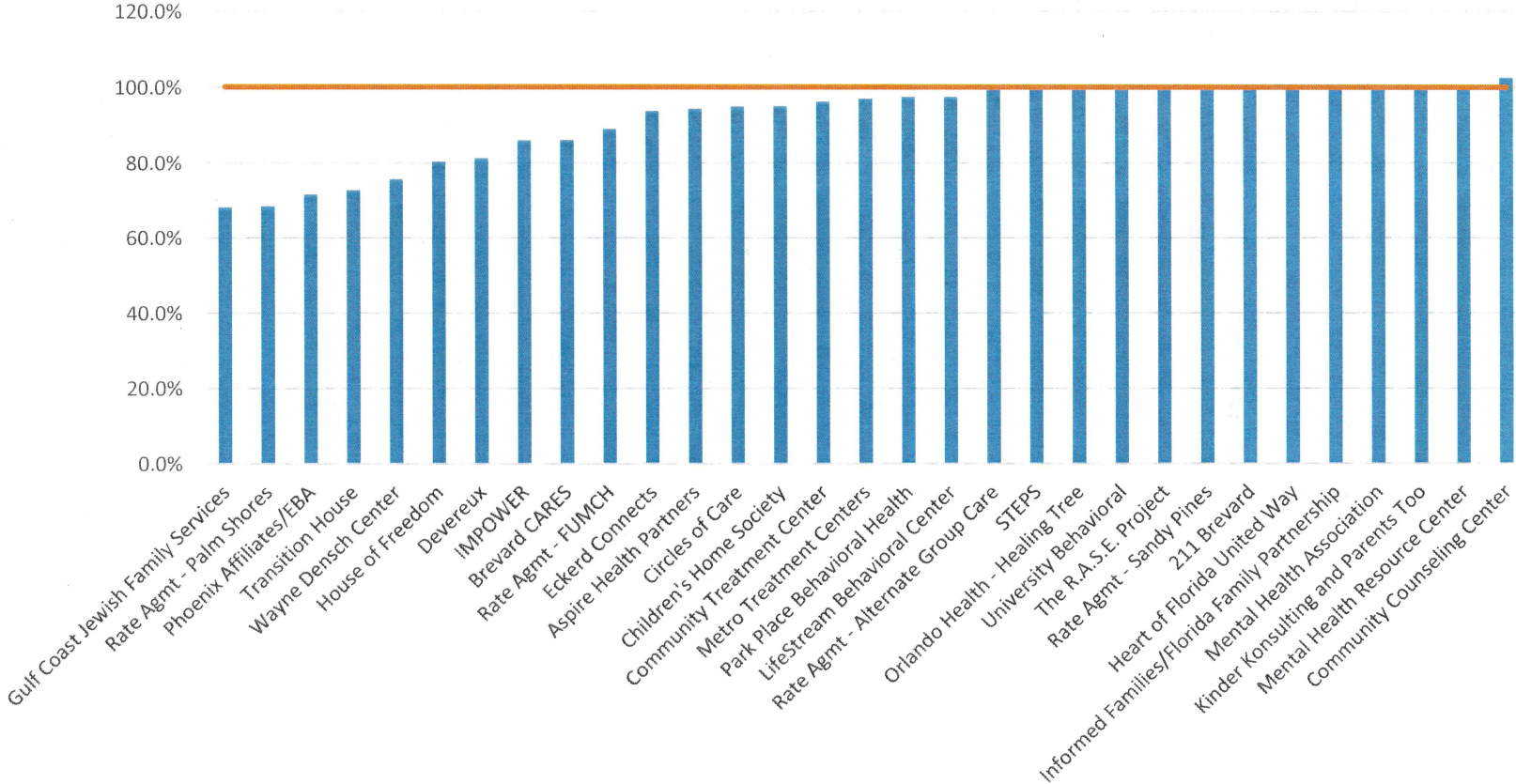
Utilization Rate by OCA YTD 6/30/2019 Prelim



Dates in green are when funding was received

Utilization Rate by Provider YTD 6/30/2019

Network = 94.3%
Target = 100.0%



QUESTIONS?

