

**Executive Committee Meeting Minutes  
Wednesday, June 9, 2021  
Central Florida Cares Health System, Inc.  
CFCHS Board Room**



**ATTENDANCE**

**Board of Directors Present:**

Debbie Owens, President, Seminole Prevention Coalition  
Mark Broms, Treasurer, Consumer Advocate  
Ian Golden, Past President, Brevard County Housing & Human Services  
R. Wayne Holmes, Vice President, Retired Asst. State's Attorney/Community Advocate

**Central Florida Cares Health System, Inc. Staff**

Maria Bledsoe, Chief Executive Officer  
Daniel Nye, Chief Financial Officer  
Mike Lupton, Chief Information Officer  
Nikaury Munoz, Chief Integration Officer (Via Zoom)  
Karla Pease, Executive Assistant

**Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Executive Committee meeting was held on Wednesday, June 9, 2021, at 2:00 p.m. at Central Florida Cares Health System. The President called the meeting to order at 1:58 pm.

**Approve Minutes**

*A motion to approve the May 12, 2021 minutes as written was made by Wayne Holmes, Mark Broms seconded; motion passed.*

**Financial Report**

The CFO reviewed the April financials. The Small Business Administration issued a letter stating the PPP loan was forgiven in the amount of \$288,000. The balance sheet details out the current assets of \$19,275,315, of which \$11,556,324 is in cash. There was an increase in cash and a decrease in AR due to receiving two months of payments in April from DCF. Under the liability section, in accounts payables, services provided decreased from March into April. The CFO indicated that providers will be paid at 100% for May expenditures in June and as long as DCF pays CFCHS as scheduled, June services will be paid for at 100% in July.

The Statement of Revenues and Expenses for the last 4 months and YTD is on page three. There was an increase in program services. Personnel has an increase due to one hire and fully accruing the merit component. The negative \$51 in April is for a supply return. Outreach and awareness are at \$348 for April, and will show as a \$25,000 credit next month as payment was received from another ME for opioid webinars and will be reflected in the May financials.

Pages 4-6 are utilization expenditures for the Managing Entity, Mental Health, and Substance Use by OCAs, providers, and rates. The CFO provided details related to the OCA's where spending year to date was approaching normal expected levels year to date for some and will hit the target by year end, others that may not hit their target by year end, and potential reallocation of some OCAs.

Page 8 is the utilization rate by provider in a graphical format. The same provider expenditure totals are shown on page 9, in a table format. Page 10 shows the DCF amendments thru May 31, 2021.

DCF completed their annual reconciliation by provider for the FY19-20 that ended June 30. Eckerd has a payback of federal funds of \$43,900, and Circles of Care has a payback of \$20,764. CFCHS will show for June a receivable from both providers and a corresponding offset payable to DCF for the same amount.

### **Anonymous Donation**

Discussion ensued regarding a letter from Vanguard Charitable and check for \$36,667 received by CFCHS for a donation to Sally's House from an anonymous donor.

*Wayne Holmes made a motion to send a letter to Vanguard Charitable indicating due to CFCHS' obligation of public disclosure, CFCHS cannot satisfy the requirements of the letter noted and suggest the donor consider giving it directly to Sally's House or whoever controls Sally's House; Ian Golden seconded, motion passed.*

*Mark Broms made a motion to approve the April financial report as presented. Ian Golden seconded; motion passed.*

### **Organizational Updates**

- Ad-Hoc Contracts Committee met on May 24, 2021, and approved provider contracts and exercised renewal clauses as recommended by CFCHS. Since that meeting, there has been a new development where a provider who did not comply with their Corrective Action Plan for residential and medical services. There was discussion among members regarding the provider's licensing, potential risks for CFCHS, and exercising their renewal clause.

*Ian Golden made a motion to issue a tentative contract, specify not allowing any new admissions in both outpatient and residential, have the provider set up a plan, CFCHS approve the plan, then allow admissions and review in 3 months. If the provider is not performing, procure services. If they are performing, then monitor them for a period of time. Wayne Holmes seconded; motion passed.*

The CEO will call the members of the Ad-Hoc Contract Committee and inform them of the recommendation and motion made by the Executive Committee prior to the board meeting. Voting will occur on provider contracts by the full board at next week's board meeting.

Ian Golden commented that he sat in the entrance and exit monitoring interview with a provider and the Director of Compliance and her team. He said he was very impressed and they did a great job in assisting the provider.

- Project Opioid webinars are complete and will be rolling out June 15<sup>th</sup>.
- Senate Bill 92 – CFCHS’ attorney was contacted to inquire of the new bill and how it affects CFCHS’ BOD composition. Provider contracts will be handled differently where all provider contracts will be sent to board members for review. At the Board of Directors’ meeting, those who have a monetary gain with a provider will be asked to leave the room prior to discussion and voting. Language was added to the Conflict-of-Interest form and highlighted for review. The Finance Committee will need to evolve. Other MEs are not following the same practices of disclosure that CFCHS is currently following where abstaining from voting on contracts with any director who has a monetary gain with that provider. ME’s attorneys will recommend a uniform process for consistency between all MEs.
- CFCHS Board Policies and By-Laws – if changes need to be made further due to Senate Bill 92, changes will be made and sent to the Executive Committee.
- BOD Officer Terms for next FY
  - Wayne Holmes, President
  - Luis Delgado, Vice President
  - Mark Broms, Treasurer
  - Ian Golden, Secretary

### **CEO Evaluation**

Members discussed the performance evaluation for the CEO covering the last 2 years.

*Wayne Holmes made a motion to approve the CEO evaluation with two minor changes, Ian seconded, motion passed.*

*Wayne Holmes made a recommendation for FY19-20 to have a 3% raise covered by the first evaluation period retroactive to July 1, 2020; Ian Golden seconded, motion passed.*

*Wayne Holmes made a recommendation for FY20-21 to have a 3% raise covered by the second evaluation period effective July 1, 2021; Ian Golden seconded, motion passed.*

### **Merit Pay**

There was discussion regarding the Merit Pay, a one-time annual award. There are funds available to provide the 3% pay increase, normal salary adjustments, for this year and a Merit Pay on top of salary adjustments. It was suggested to bring back the Merit Pay policy to edit the language to be clearer. A 2025 projection will be developed. The Merit Policy will be placed on the agenda at the Board of Directors’ meeting.

A member suggested creating a minimum and maximum salary range for each position description. He also mentioned creating a focus group to discuss retention of employees.

**Other/Public Input** - none

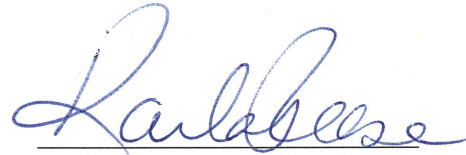
**Executive Committee Meeting**

Next meeting will be July 14, 2021, at 2:00 pm.

*Wayne Holmes made a motion to adjourn, Mark Broms seconded; motion passed.*

The meeting adjourned at 4:38 pm.

  
Debbie Owens, President

  
Karla Pease, Recording Secretary

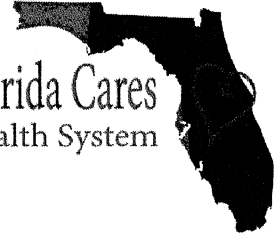
**Executive Committee Agenda**  
**Wednesday, June 9, 2021**  
**2:00 PM – 3:00 PM**  
**Central Florida Cares Health System, Inc.**  
**Board Room**



<b>I. Welcome/Introductions</b>	Debbie Owens	2 minutes
<b>II. Approve Minutes</b> <ul style="list-style-type: none"><li>• May 12, 2021 Minutes</li></ul>	Debbie Owens Group	2 minutes
<b>III. Financial Report</b> <ul style="list-style-type: none"><li>• April Financials</li></ul>	Mark Broms Daniel Nye	15 minutes
<b>IV. Organizational Updates</b> <ul style="list-style-type: none"><li>• SB92 and House Message Summary</li><li>• Officer Terms Ending June 30, 2021</li><li>• Board Policies and By-Laws Discussion</li></ul>	Maria Bledsoe Group	15 minutes
<b>V. CEO Evaluation</b>	Group	20 minutes
<b>VI. Other/Public Input</b>	Group	3 minutes/person
<b>VII. Adjourn - Executive Committee Meeting</b> <ul style="list-style-type: none"><li>• July 14, 2021 from 2:00 pm to 3:00 pm</li></ul>	Group	2 minutes

**Executive Committee Meeting Minutes  
Wednesday, May 12, 2021  
Central Florida Cares Health System, Inc.  
CFCHS Board Room**

Central Florida Cares  
Health System



**ATTENDANCE**

**Board of Directors Present:**

Debbie Owens, President, Seminole Prevention Coalition  
Mark Broms, Treasurer  
Ian Golden, Past President, Brevard County Housing & Human Services  
R. Wayne Holmes, Vice President, Retired Asst. State's Attorney/Community Advocate

**Central Florida Cares Health System, Inc. Staff**

Maria Bledsoe, Chief Executive Officer  
Daniel Nye, Chief Financial Officer  
Trinity Schwab, Chief Operations Officer  
Nikaury Munoz, Chief Integration Officer (Via Zoom)  
Karla Pease, Executive Assistant (Via Zoom)

**Guests**

Mary Christie, Department of Children and Families (DCF) (Via Zoom)

**Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Executive Committee meeting was held on Wednesday, May 12, 2021 at 2:00 p.m. at Central Florida Cares Health System. The President called the meeting to order at 2:05 pm.

**Approve Minutes**

*A motion to approve the April 7, 2021 minutes as written was made by Ian Golden, Mark Broms seconded; motion passed.*

**Financial Report**

The CFO reviewed the March financials. The balance sheet details out the current assets of \$20,454,989, of which \$7,132,982 is in cash. The balance sheet has been stable with minimal changes year to date thru March 31, 2021. Payables are up in the month of March as provider OCA utilization has significantly increased. An increase in AR will occur when Amendment 48 is in place.

The Statement of Revenues and Expenses for the last 4 months and YTD is on page three. Personnel is up slightly due to hiring a Contract Manager, and \$155,000-156,000 will be closer to a normal average month. Net revenue over expenditures is \$21,841 in March. There is a negative \$444 that is for office equipment returned. Outreach and awareness show a negative \$25,000 that is a reimbursement received from another ME for opioid webinars.

Pages 4-6 are utilization expenditures for the Managing Entity, Mental Health, and Substance Use by OCAs, providers, and rates. The CFO provided details related to the OCA's where spending year to date was approaching normal expected levels year to date for some and will hit the target by year end, others that may not hit their target by year end, and potential reallocation of some OCAs.

Page 7 is the utilization rate by provider in a graphical format. The same provider expenditure totals are shown on page 8 in a table format. Page 9 is a chart showing carry forward fund balances through March 31, 2021, and the CFO discussed how the carry forward dollars would be utilized in the budget over the next 48 months. The Treasurer asked that there be a place to add comments on the chart and show to the Executive Committee at their next meeting.

*Wayne Holmes made a motion to add a footnote at the bottom of the carry forward chart as a disclaimer denoting expenditures do not reflect dollars projected. Next month a column could be added with explanations CFCHS does have to spend all line items. Ian Golden seconded; motion passed.*

*Mark Broms made a motion to approve the March financial report as presented. Wayne Holmes seconded; motion passed.*

#### **Organizational Updates**

- Senate Bill 92 – new bill effects CFCHS BOD composition that may go from 20 to 7 or 9 due to relationship conflict language. The definition of relationship was discussed among members. Members discussed a potential rewrite to the Conflict-of-Interest form to include an exception. It was suggested to send the transcript and bill language to CFCHS' attorney for interpretation. Wayne Holmes, retired attorney, will research the bill as well. Language in the Board Policies and Bylaws will need to be amended.
- CFCHS Board Policies and By-Laws – moved to next meeting
- BOD Terms – moved to next meeting
- Board Member Terms and Attendance – inactive members were discussed
- DCF Secretary touring CFCHS offices May 13, 2021
- Anonymous Donation for \$36,000 received - a pass through to Sally's House

#### **CEO Evaluation**

Members discussed the performance evaluation for the CEO covering the last 2 years. The evaluation will be finalized at the next meeting.

#### **Other/Public Input** - none

#### **Executive Committee Meeting**

Next meeting June 9, 2021 at 2 pm.

The meeting adjourned at 4:00 pm.

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Debbie Owens, President

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Karla Pease, Recording Secretary

# CENTRAL FLORIDA CARES HEALTH SYSTEM

## **Financial Report**

**April 2021 Financials**

**Unaudited**



# Central Florida Cares Health System, Inc Statement of Financial Position PPP Loan Forgiveness



SMALL BUSINESS ADMINISTRATION  
WASHINGTON, DC 20416

## NOTICE OF PAYCHECK PROTECTION PROGRAM FORGIVENESS PAYMENT

**Borrower: CENTRAL FLORIDA CARES HEALTH SYSTEM**  
**Lender of Record: TD Bank, National Association**  
**SBA Loan No.: 5908648106**  
**Loan Approval Date: 07/20/2020**  
**Loan Disbursement Amount: \$ 288,000.00**

**Amount of Forgiveness Requested by Lender: \$ 288,000.00**  
**Forgiveness Amount Remitted: \$ 288,000.00 in principal and \$ 2,408.00 in interest**  
**Forgiveness Payment Date: 05/18/2021**

As authorized by Section 1106 of the CARES Act, SBA has remitted to the Lender of Record the payment listed above for forgiveness of the Borrower's Paycheck Protection Program (PPP) loan.

If any balance remains on the PPP loan after application of the forgiveness payment, the Lender must notify the Borrower of the date on which the first payment is due, and the loan must be repaid by the Borrower on or before the maturity date.

For loans of \$150,000 and less [except for those borrowers that together with their affiliates received loans of \$2 million or greater], the borrower must retain records relevant to the loan forgiveness application that prove compliance with the requirements of Section 7(a)(36) and Section 7A of the Small Business Act—with respect to employment records, for the 4-year period following submission of the loan forgiveness application, and with respect to other records, for the 3-year period following submission of the loan forgiveness application.

For loans greater than \$150,000, the Borrower must retain all records relating to the Borrower's PPP loan for six years from the date the loan is forgiven or repaid in full.

**THIS DOCUMENT IS A NOTICE OF PAYMENT ONLY. ISSUANCE OF THIS NOTICE OF PAYMENT DOES NOT PROVIDE THE BORROWER WITH A RIGHT TO APPEAL TO THE SBA OFFICE OF HEARINGS AND APPEALS.**

**Central Florida Cares Health System, Inc**  
**Statement of Financial Position**  
For the prior four months ended 04/30/21



	1/31/2021	2/28/2021	3/31/2021	4/30/2021
<b>Assets</b>				
<b>Current Assets</b>				
Cash in Bank	6,244,766	6,134,904	7,132,982	11,556,324
Accounts Receivable	13,273,937	13,273,937	13,273,937	7,673,103
Advance Due From Providers	-	-	-	-
Other Receivables	-	-	-	-
Prepaid Insurance	10,903	8,723	6,542	4,361
Prepaid Expenses	15,153	15,153	15,153	15,153
Deposits	26,375	26,375	26,375	26,375
<b>Total Current Assets</b>	<b>19,571,135</b>	<b>19,459,092</b>	<b>20,454,989</b>	<b>19,275,315</b>
<b>Long-term Assets</b>				
Computer Equipment	5,500	5,500	5,500	5,500
Software	1,273,023	1,273,023	1,273,023	1,273,023
Accum Depreciation	(1,165,985)	(1,165,985)	(1,165,985)	(1,165,985)
<b>Total Long-term Assets</b>	<b>112,538</b>	<b>112,538</b>	<b>112,538</b>	<b>112,538</b>
<b>Total Assets</b>	<b>19,683,673</b>	<b>19,571,630</b>	<b>20,567,527</b>	<b>19,387,854</b>
<b>Liabilities</b>				
<b>Short-term Liabilities</b>				
Accounts Payable	6,598,483	5,505,071	8,638,594	6,446,903
Accrued Expenses	-	-	-	-
Wages Payable	136,504	136,414	152,832	188,191
Federal Payroll Taxes Payable	20,880	21,280	22,304	14,397
403(b) Payable	4,357	5,216	6,074	7,687
Deductions Payable	1,175	1,175	1,175	1,163
Deferred Revenue	3,300,490	5,308,428	4,086,250	6,167,259
CarryForward Funds	3,740,863	3,740,708	3,808,060	3,808,060
Interest & Other Payable to DCF	879	1,690	2,561	690
Advance Due to DCF CY	5,119,061	4,095,249	3,071,436	2,047,624
<b>Total Short-term Liabilities</b>	<b>18,922,691</b>	<b>18,815,231</b>	<b>19,789,288</b>	<b>18,681,974</b>
Non Current Note Payable (PPP)	288,000	288,000	288,000	288,000
<b>Total Liabilities</b>	<b>19,210,691</b>	<b>19,103,231</b>	<b>20,077,288</b>	<b>18,969,974</b>
<b>Net Assets</b>				
<b>Unrestricted Net Assets:</b>				
Prior Year Excess Revenues (Expenses)	420,254	420,254	420,254	420,254
Curr Year Excess Revenues (Expenses)	52,727	48,144	69,985	(2,375)
<b>Total Unrestricted Net Assets</b>	<b>472,981</b>	<b>468,398</b>	<b>490,240</b>	<b>417,879</b>
<b>Total Liabilities and Net Assets</b>	<b>19,683,673</b>	<b>19,571,630</b>	<b>20,567,527</b>	<b>19,387,854</b>

**Central Florida Cares Health System, Inc**  
**Statement of Revenues and Expenses**  
For the prior three months and YTD 04/30/21



	Jan-21	Feb-21	Mar-21	Apr-21	FY 20/21 YTD
Program Services Revenue:					
DCF	6,751,434	5,400,431	9,068,173	6,615,905	65,208,527
Other	-	-	-	-	-
Brevard Co Planning Grant	12,000	-	-	-	12,000
<b>Total Operating Revenue</b>	<b>6,763,434</b>	<b>5,400,431</b>	<b>9,068,173</b>	<b>6,615,905</b>	<b>65,220,527</b>
Expenditures:					
Program Services Expenses	6,565,853	5,230,656	8,873,559	6,395,394	63,194,149
Personnel Expenses	134,687	131,912	153,923	256,456	1,513,160
403(b) Fees	-	962	-	-	2,887
Accounting Fees	4,550	-	-	-	20,050
Conferences	-	-	-	-	-
DCF Unallowables	-	-	-	-	551
Donation Expenditures	-	-	-	-	-
Dues & Subscriptions	447	137	542	216	35,602
Donation Expenditures	-	-	-	-	-
Insurance	2,369	2,378	2,380	2,482	23,382
Legal Fees	413	-	864	-	2,469
Meetings	5	-	6	51	78
Needs Assessment/Benchmarking	-	-	2,200	-	2,200
Office Equipment	147	5,009	(444)	-	12,716
Office Furn & Fixture	900	-	-	-	3,308
Outreach and Awareness	56,179	-	(25,000)	348	38,384
Payroll Processing Fees	600	750	620	622	6,849
Printing & Publications	-	-	287	-	287
Professional Services Other	5,746	1,574	1,314	2,314	28,482
Recruiting and Screening	129	144	84	94	892
Rent-Building	14,950	14,950	14,950	14,950	150,703
Rent-Equipment	753	611	540	549	5,043
Software Development	12,063	-	-	-	12,063
Software Expense	13,652	12,791	15,500	12,366	140,832
Supplies & Postage	34	351	69	(51)	1,045
Telephone, Internet & Conf	2,299	2,357	2,306	2,319	23,338
Training	1,990	450	729	155	4,728
<b>Total Expenditures</b>	<b>6,817,766</b>	<b>5,405,033</b>	<b>9,044,431</b>	<b>6,688,266</b>	<b>65,223,200</b>
Operating Revenue over Expenditures	(54,332)	(4,602)	23,742	(72,361)	(2,673)
Other Revenue and Expenses:					
Contribution Revenue	999	19	-	-	2,198
Contribution Expense	-	-	(1,901)	1	(1,900)
<b>Net Other Revenue (Expense)</b>	<b>999</b>	<b>19</b>	<b>(1,901)</b>	<b>1</b>	<b>298</b>
<b>Net Revenue over Expenditures</b>	<b>(53,333)</b>	<b>(4,583)</b>	<b>21,841</b>	<b>(72,360)</b>	<b>(2,375)</b>

**Central Florida Cares Health System, Inc**  
**OCA Expenditure Utilization Summary – Page 1 of 3**  
**YTD For the month ended April 30, 2021**



APR 2021 YTD - OCA UTILIZATION SUMMARY							
	OCA Description	Non	Sch of Funds	Expenditures	%		Notes - current month comments in red
		Rec	(Amend 47)	Thru APR 30, 2021	Utilization	Target%	
MHS00	ME Admin Costs		\$2,357,779	\$1,584,006	67.2%	79.2%	-
MHCAM	ME Adult and Children's Care Coordination - CARES ACT	NR	\$200,000		0.0%	0.0%	
MHCAW	ME Wraparound Certification Training - CARES ACT	NR	\$10,000		0.0%	0.0%	
MS919	ME Road to Recovery - Modernizing Behavioral Health Sys	NR	392,570	267,722	68.2%	79.2%	
MSSA2	State Opioid Response Disc Grant Admin-Yr2	NR	26,170	21,789	83.3%	79.2%	
MSSA3	State Opioid Response Disc Grant Admin - Year 3	NR	149,957	63,157	42.1%	58.8%	
<b>ME Total</b>			<b>\$3,136,476</b>	<b>\$1,936,674</b>	<b>61.7%</b>	<b>78.1%</b>	

**Central Florida Cares Health System, Inc**  
**OCA Expenditure Utilization Summary – Page 2 of 3**  
 YTD For the month ended April 30, 2021



APR 2021 YTD - OCA UTILIZATION SUMMARY							
	OCA Description	Non	Sch of Funds	Expenditures	%	Notes - current month comments in red	
		Rec	(Amend 47)	Thru APR 30, 2021	Utilization		
					Target%		
MH000	* General MH – 24hr Care Residential, Ambulatory, CSU, Baker Act, Inpatient Crisis, Prevention		25,208,330	20,469,133	81.2%	83.3%	
MH026	Early Intervention Svc -Psychotic Disorders		750,000	578,643	77.2%	83.3%	
MHSFP	* State Funded for Profit Sub-recipients		232,652	194,379	83.5%	83.3%	
MHOPG	Grants PATH		492,750	438,213	88.9%	83.3%	
MHS52	* Circles of Care – Crisis Stabilization	NR	700,000	617,892	88.3%	83.3%	
MH071	Purchase of Residential Treatment Svcs for Emotionally Disturbed Children and Youth		390,183	51,448	13.2%	62.5%	Based on identifying applicable PRTS children for services – will see an increase in spending for the remaining of the fiscal year based on recent placements.
MH072	* Community Forensic Beds		524,474	394,704	75.3%	83.3%	
MH073	* Florida Assertive Community Treatment		3,558,091	2,982,854	83.3%	83.3%	
MH076	* Indigent Psychiatric Medication Program		69,078	57,249	82.9%	83.3%	
MH0BN	Title XXI Children's Health Insurance Program – Behavior Health Network		954,590	686,264	71.9%	83.3%	
MH0CN	* MH Care Coordination		507,089	435,696	85.9%	83.3%	
MH0FH	* Community Forensic Multidisciplinary Teams for Hospital Diversion		652,000	386,303	59.2%	83.3%	COVID-19 impact on enrolments for those that meet criteria. COC has reported full census.
MH0TB	Temporary Assistance for Needy Families		661,245	399,931	60.5%	83.3%	Possible co-occurring MS0TB services to offset shortfall
MHCA2	ME MH Community Action Teams(CAT)-CARES ACT	NR	500,000	41,867	0.0%		
MHCA8	ME 211 Helpline Supports – CARES ACT	NR	166,666	0	0.0%		
MHCAF	ME FACT Program Administration – CARES ACT	NR	1,096,875	0	0.0%		
MHCAR	ME Short-Term Residential Treatment (SRT) – CARES ACT	NR	434,861	0	0.0%		
MHCAS	ME Children's Care Coordination – CARES ACT- Direct Client Services	NR	300,000	0	0.0%		
MHFMH	Forensic Transitional Beds		700,800	0	0.0%	0.0%	
MHCAT	* Community Action Treatment Team		3,000,000	2,547,114	84.9%	83.3%	
MHCOV	Emergency COVID-19 Grant	NR	555,000	405,792	73.1%	83.3%	
MHEMP	ME MH Supported Employment Services	NR	250,000	145,790	58.3%	77.8%	Clients with Medicaid contributing to low utilization
MHTLH	ME MH Telehealth Behavioral Health		388,020	0	0.0%	0.0%	
MHMCT	* Mobile Crisis Teams		1,163,384	1,072,141	92.2%	79.2%	
MHSCR	* Centralized Receiving Facilities		4,618,430	3,756,064	81.3%	79.2%	
MHTRV	* Transition Vouchers Mental Health		189,009	156,323	82.7%	79.2%	
	<b>Mental Health Total</b>		<b>\$48,063,527</b>	<b>\$35,797,598</b>	<b>74.5%</b>	<b>73.5%</b>	

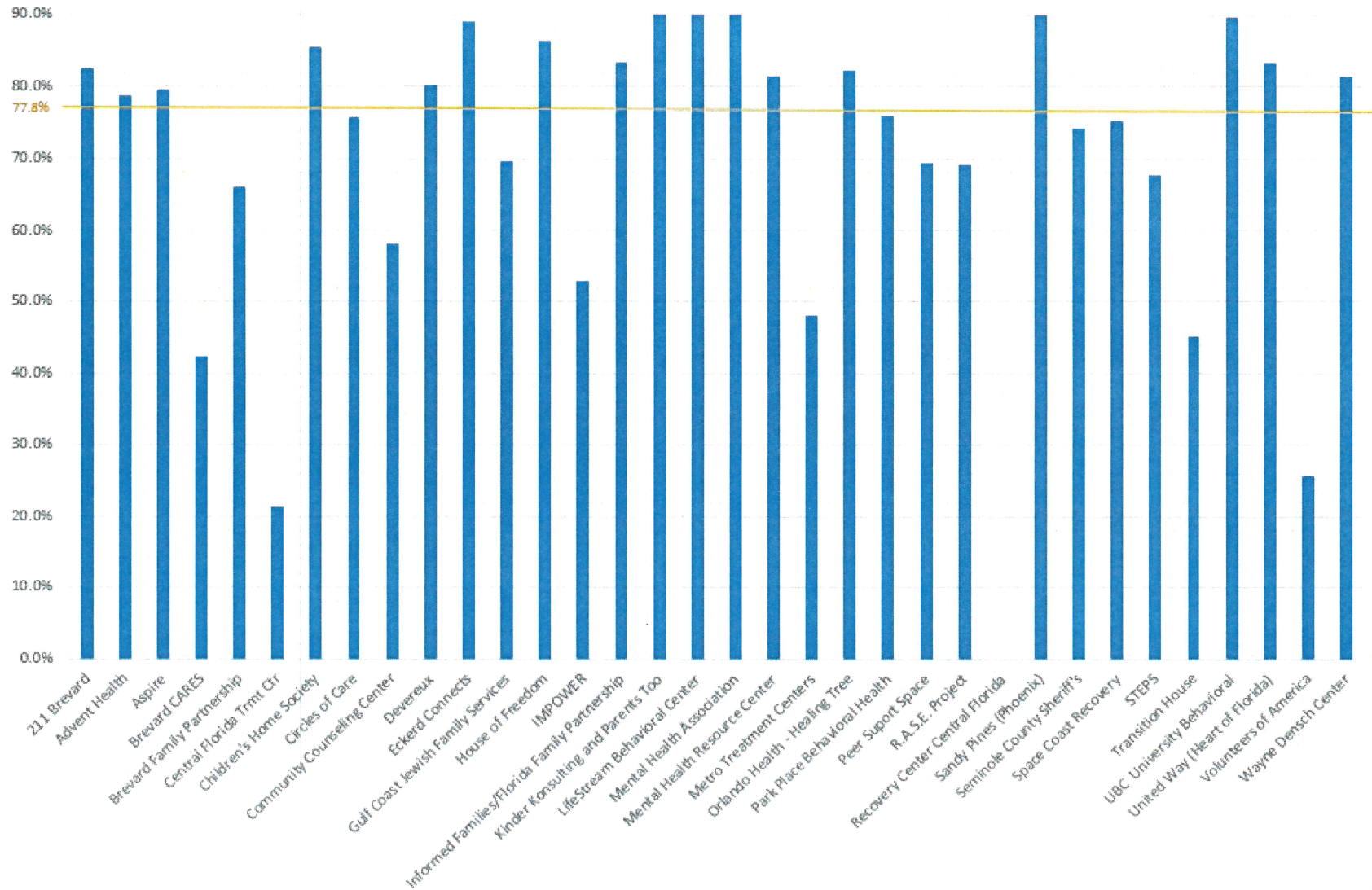
**Central Florida Cares Health System, Inc**  
**OCA Expenditure Utilization Summary – Page 3 of 3**  
**YTD For the month ended April 30, 2021**



APR 2021 YTD - OCA UTILIZATION SUMMARY						
OCA Description	Non Rec	Sch of Funds (Amend 47)	Expenditures Thru APR 30, 2021	%		Notes - current month comments in red
				Utilization	Target%	
NS000 * SA Services and Support		18,134,175	14,112,179	77.8%	79.2%	
NS023 HIV Services		666,360	597,580	89.7%	79.2%	
NS025 Prevention Services		2,665,440	2,247,920	84.3%	79.2%	
NS0PP Prevention Partnership Grant		571,106	477,208	83.6%	79.2%	
MSS0H ME State Opioid Response Disc Grant - Hospital Bridge	NR	547,718	249,968	45.6%	77.8%	COVID-19 impact on access to hospitals. OCA opened up for general opioid services expenditures
MSSGP ME ST Opioid Disc Grant GPRA	NR	298,118	25,138	8.4%	77.8%	Providers not billing for cost reimbursement of time spent completing GPRAs
MSSG3 ME ST Opioid Disc Grant GPRA YR3	NR	47,230	0	0.0%	71.4%	
MSS0W ME State Opioid Response Disc Grant-Child Welfare	NR	547,718	519,694	94.9%	80.0%	
MSCSO ME SA Seminole County SHRF Opioid ARC Partnership	NR	400,000	297,119	74.3%	66.7%	
MSSP2 ME State Opioid Response Disc Grant SVCS-Prevent - Year 2	NR	188,740	188,740	100.0%	100.0%	
MSSP3 ME State Opioid Response Disc Grant SVCS-Prevent - Year 3	NR	301,681	253,010	83.9%	75.0%	
MSSM2 ME State Opioid Response SVCS-MAT YR2	NR	3,569,255	2,805,375	78.6%	100.0%	
MSSM3 ME State Opioid Response SVCS-MAT YR3	NR	2,530,513	1,359,613	53.7%	71.4%	
NS081 * Projects Expansion of Substance Abuse Services for Pregnant Women and their Families		1,883,426	1,069,721	56.8%	81.8%	Lag in data turnaround. COVID-19 impact on low Residential census
NS091 * Family Intensive Treatment		1,082,184	711,482	67.0%	79.2%	
NS917 ME SA Specialized Treatment Education & Prevention Services - Women's Res Treatment	NR	250,000	170,907	68.4%	79.2%	Possible provider data submission error for month of April - underreporting
MS0CN * Care Coordination		217,324	170,235	78.3%	79.2%	
MS0TB Temporary Assistance for Needy Families		660,359	608,833	92.2%	79.2%	
MSCBS * Community Based Services		2,039,181	1,306,242	64.1%	79.2%	
MSRC2 ME State Opioid Response Disc Grant SCVS Rec Comm Org Year 2		25,000	8,496	34.0%	79.2%	RASE has indicated billing more Outreach than Recovery Support Services under this OCA.
MS0CN ME State Opioid Response Disc Grant SCVS Rec Comm Org Year 3		237,574	0	0.0%	71.4%	
MSCAF ME SA Family Intensive Treatment (FIT) - CARES ACT		100,000	0	0.0%		
MSCAS MENAS/ENCCare Coordination - CARESACT - Providers		300,000	0	0.0%		
MSTRV * Transition Vouchers Substance Abuse		122,734	65,739	53.6%	79.2%	Anticipate this funding being fully exhausted as providers shift prioritization of spending
<b>Substance Abuse Total</b>		<b>\$37,365,836</b>	<b>\$27,245,196</b>	<b>72.9%</b>	<b>79.3%</b>	
<b>Provider Total</b>		<b>\$85,429,363</b>	<b>\$63,042,794</b>	<b>73.8%</b>	<b>76.1%</b>	
<b>TOTAL</b>		<b>\$88,565,839</b>	<b>\$64,979,468</b>	<b>73.4%</b>	<b>76.1%</b>	

Highlighted in red if < 75% of Target percentage

# Central Florida Cares Health System, Inc Utilization Rate by Provider YTD For the month ended April 30, 2021



**Central Florida Cares Health System, Inc**  
**Provider Expenditures**  
 YTD for the month ended April 30, 2021



Provider	Budget (Pending Final Ammendment)	Expenditures	Utilization	Target	Over/ (Under) \$	Over/ (Under) %
211 Brevard	220,609	182,122	82.6%	76.1%	14,239	8.48%
Advent Health	77,500	60,965	78.7%	76.1%	1,987	3.37%
Aspire	41,030,566	32,606,897	79.5%	79.1%	151,720	0.47%
Brevard CARES	527,481	222,797	42.2%	76.1%	(178,616)	-44.50%
Brevard Family Partnership	60,000	39,660	66.1%	76.1%	(6,000)	-13.14%
Central Florida Trmt Ctr	80,000	17,010	21.3%	25.0%	(2,990)	0.00%
Children's Home Society	2,567,770	2,196,472	85.5%	79.1%	165,367	8.14%
Circles of Care	14,625,232	11,082,384	75.8%	76.1%	(47,418)	-0.43%
Community Counseling Center	271,178	157,547	58.1%	76.1%	(48,819)	-23.66%
Devereux	1,937,844	1,555,386	80.3%	79.1%	22,551	1.47%
Eckerd Connects	2,263,974	2,016,346	89.1%	79.1%	225,543	12.59%
Gulf Coast Jewish Family Services	186,220	129,923	69.8%	76.1%	(11,790)	-8.32%
House of Freedom	399,894	345,264	86.3%	76.1%	40,945	13.45%
IMPOWER	1,722,923	909,845	52.8%	76.1%	(401,299)	-30.61%
Informed Families/Florida Family Partnership	150,000	125,000	83.3%	76.1%	10,850	9.51%
Kinder Konsulting and Parents Too	3,015	3,015	100.0%	100.0%	0	0.00%
LifeStream Behavioral Center	396,351	449,397	113.4%	76.1%	147,773	48.99%
Mental Health Association	21,562	21,562	100.0%	100.0%	0	0.00%
Mental Health Resource Center	2,422,061	1,972,042	81.4%	76.1%	128,854	6.99%
Metro Treatment Centers	392,535	188,459	48.0%	76.1%	(110,260)	-36.91%
Orlando Health - Healing Tree	96,510	79,396	82.3%	76.1%	5,951	8.10%
Park Place Behavioral Health	6,159,058	4,678,648	76.0%	76.1%	(8,395)	-0.18%
Peer Suport Space	100,000	69,472	69.5%	76.1%	(6,628)	0.00%
R.A.S.E. Project	344,348	238,224	69.2%	76.1%	(23,825)	-9.09%
Recovery Center Central Florida	237,574		0.0%	38.0%	(90,278)	0.00%
Sandy Pines (Phoenix)	5,856	5,856	100.0%	76.1%	1,400	31.41%
Seminole County Sheriffs	400,000	297,119	74.3%	76.1%	(7,281)	-2.39%
Space Coast Recovery	587,741	442,802	75.3%	76.1%	(4,469)	-1.00%
STEPS	2,949,097	1,999,117	67.8%	76.1%	(245,145)	-10.92%
Transition House	512,418	231,367	45.2%	76.1%	(158,583)	-40.67%
UBC University Behavioral	213,235	191,364	89.7%	76.1%	29,093	17.93%
United Way (Heart of Florida)	164,775	137,312	83.3%	76.1%	11,919	9.50%
Volunteers of America	156,215	40,245	25.8%	33.0%	(11,305)	-21.93%
Wayne Densch Center	398,021	323,964	81.4%	76.1%	21,070	6.96%
			77.1%	77.8%	(383,843)	-0.79%



## Central Florida Cares Health System, Inc DCF Contract Amendments – FY2021



DCF Amendments - FY2020-21			
Amendment Number	Signed	Purpose	Budget
38	10/1/2019	Effective 7.1.2019	\$82,935,834
39	12/9/2019	Added \$123,268 for MHCME Non-recurring Mental Health Block Grant	\$83,059,102
40	2/12/2020	Correct Payment Schedule	\$83,059,102
41	4/29/2020	Correct Payment Schedule Adds \$122,000 MH TANF	\$83,181,102
42	5/29/2020	Additional funding for 211 services (\$264,000) and \$45,000 for IMPOWER statewide telehealth project)	\$83,490,102
43	6/29/2020	GHME1 3 Year Contract Renewal	\$221,143,419
44	8/24/2020	GHME1 3 Funding Changes for FY2021	\$77,439,836
45	9/25/2020	GHME1 3 Contracting Language Changes	\$77,439,836
46	11/23/2020	GHME1 3 Funding Changes for FY2021 (SOR Funds)	\$85,457,437
47	3/1/2021	GHME1 3 Funding Changes for FY2021 (CARES Act funding)	\$88,565,839
48	TBD effective 05/01/21	GHME1 3 Funding Changes for FY2021 (OCA reallocations and PRTS transfer)	\$88,415,839

### DCF Contract History - per year as of Amendment 40

The Value in Giving®



P.O. Box 9509  
Warwick, RI 02889-9509  
p 888-383-4483  
f 866-485-9414  
vanguardcharitable.org

0000132 01 SP 0.510 \*\*SGLP T2 0 5087 32825-324551 -C01-P00132-I 700001  
Central Florida Cares Health System Inc  
707 Mendham Blvd Ste 201  
Orlando, FL 32825-3245



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MAY 07 2021  
BY: .....

April 29, 2021

To a representative at Central Florida Cares Health System Inc:

I am pleased to attach a grant to Central Florida Cares Health System Inc from Vanguard Charitable, a 501(c)(3) nonprofit organization that administers a donor-advised fund. This grant was issued at the recommendation of one of our donors.

**A grant from an anonymous donor**

**In the amount of \$36,667.00**

**To be used for:** Please send charitable gift amount of \$36667 to Friends of Sally's House, 400 E Sheridan Rd, Melbourne, FL 32901, attn Veronica Weiss, 321-317-0821

By accepting this grant, you agree that the grant is under your organization's full control and discretion, and that there is no agreement, oral or written, requiring your organization to remit the funds to any third party.

At the request of the recommending donor, please notify the following that you received this grant check.

- Veronica Weiss

The recommending donor wishes to remain anonymous. Vanguard Charitable is unable to provide your organization with any identifying information.

At the request of the recommending donor, do not publish any identifying or contact information contained in this grant letter in your newsletters, web pages, reports, or other materials.

By accepting this grant, your organization agrees (a) to use the grant exclusively in furtherance of your organization's tax-exempt mission, (b) that the grant will not confer a prohibited benefit to the recommending donor, his or her family members, or certain entities that they own or control, and (c) to abide by the additional certifications, policies, and guidelines contained in the **Important information about grants** section on the following pages. If your organization is uncertain whether you can certify the accuracy of any of these statements, please contact Vanguard Charitable at 888-383-4483.

We are pleased to support your organization and its mission on behalf of our donors. More information is available at [vanguardcharitable.org/nonprofits](http://vanguardcharitable.org/nonprofits).

Best regards,



Jane G. Greenfield  
President

## CONFLICT OF INTEREST DISCLOSURE FORM

Conflicts of interest occur when a Director, an employee or immediate family member or relative is in a position to receive personal financial benefit from a Director or employee at CFCHS in a manner which may inappropriately influence the Director or employee's judgment or compromise the Director or employee's ability to carry out his or her CFCHS responsibilities or could be a detriment to CFCHS' integrity and or reputation. A family member or relative is considered to be relations by blood or legal definitions such as marriage, adoption etc.

This completed form must be submitted to the CEO by all Directors, supervisors, managers, executives, and employees on an annual basis, whether or not a conflict of interest exists, and during the year as qualifying events occur that create an apparent or real conflict of interest. The completed form will be retained according to CFCHS' retention policy and updated annually or as qualifying events occur during the year.

Questions about an external activity that could be a conflict of interest should be referred to a supervisor, department head, executive, or Board President.

### DIRECTOR OR EMPLOYEE INFORMATION

Name \_\_\_\_\_

Department/Board \_\_\_\_\_

Position/Title \_\_\_\_\_

### CONFLICTS OF INTEREST DISCLOSURE

**Describe all conflicts that exist or could exist in the sections below or write N/A if no such conflict exists or could exist.**

- 1. Relationship with any vendor, contractor, or business entity with which CFCHS does business or is likely to do business, for which you have an opportunity to influence a related CFCHS decision; include the relationship of any immediate family member or relatives (indicate business entity's name, name of owner, manager director or other influential person, and relationship to employee or the employee's immediate family):**

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2. **Economic interest in any vendor, contractor, or business entity with which CFCHS does business or is likely to do business, for which you have an opportunity to or did influence a related CFCHS decision: include the economic interest of any immediate family member or relatives** (indicate the business entity’s name, relationship to employee, the annual amount of any profits or compensation, market value of any equity, and any intellectual property rights realized by the employee from this relationship):

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3. **List any corporation, limited liability company, partnership, limited liability partnership, or other business entity that you hold a direct or indirect interest in that conducts business with Central Florida Cares Health Systems, Inc.**

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4. **If this disclosure is for a single transaction, indicate the specific vendor, contractor or business entity, relationship to Director or employee, and CFCHS purchase or contract:**

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5. **Any other *apparent or real* financial conflict that could or did result in a personal financial benefit for you or a member of your immediate family or relatives:**

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6. **Any other *apparent or real* conflict, financial or otherwise, that may or did compromise the Director or employee’s decisions or judgment in carrying out his or her CFCHS responsibilities:**

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**In the event that insufficient space is provided on this form for any disclosure or the disclosure is not outlined above, attach additional pages and if applicable reference the above sections; also indicate in the associated section that additional material is attached.**

## ACKNOWLEDGEMENT

Acknowledgement by the employee's supervisor, CEO, and Board President indicates that they are aware of the apparent or real conflict of interest, and they intend to manage the situation so that:

- the Director or employee does not have an opportunity to influence CFCHS' business or financial decisions in ways that could lead to personal gain or give improper advantage to a Director or employee's immediate family or relatives; and
- the Director or employee can objectively fulfill his or her obligations to CFCHS.

## SIGNATURES

**DIRECTOR OR EMPLOYEE** (full legal name):

Name (Print) \_\_\_\_\_ Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**SUPERVISOR**

Name (Print) \_\_\_\_\_ Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**DEPARTMENT EXECUTIVE**

Name (Print) \_\_\_\_\_ Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER**

Name: Maria Bledsoe \_\_\_\_\_ Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**BOARD PRESIDENT**

Name (Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

# GOVERNING RULES, REGULATIONS AND CFCHS' POLICY

## 2 CFR200.112 - Conflict of Interest

The Federal awarding agency must establish conflict of interest policies for Federal awards. The non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.

### **DCF Guidance 22 – Federal Grant Financial Management Requirements Section 14 – Conflict of Interest**

Organizations must establish P&Ps to prevent employees, consultants, members of governing bodies, and others involved in federally funded activities from using their positions for purposes that are, or give the appearance of being, motivated by a desire for private financial gain for themselves or others, such as those with whom they have family, business, or other ties. The P&Ps must:

- Address the conditions under which outside activities, relationships, or financial interests are proper or improper;
- Provide for advance notification of outside activities, relationships, or financial interests to a responsible organizational official;
- Include a process for notification and review by the responsible official of potential or actual violations of the standards; and
- Specify the nature of penalties that may be imposed for violations.

*See 2 C.F.R., part 200, s. 318(c), and p. II-7 of the HHS Grants Policy Statement.*

### **CFHS Accounting and Financial Policies and Procedures Manual – Purchasing, Conflicts of Interest Prohibited**

No officer, Director, employee, or agent of CFCHS shall participate in the selection or administration of a vendor or administration of a contract if a real or apparent conflict of interest exists. If a conflict, or the appearance of a conflict exists, the officer, Director, employee or agent, or any family member, spouse/partner, or an organization that employs, or is about to employ, any of the parties indicated herein, has a financial or other interest in the vendor selected, they must disclose and recuse themselves from the selection or administration process. Also, all officers, Directors, employees, etc., listed above shall complete a new conflict of interest form, annually.

Officers, Directors, employees and agents of CFCHS shall neither solicit nor accept gratuities, favors, or anything of monetary value from vendors or parties to sub-agreements. However, unsolicited gifts of a nominal value of \$25 or less may be accepted with the approval of the CEO.

Officers, Directors, employees, etc. who fail to comply with the nonprofit's conflict of interest policy will be asked to comply or resign.