

**Board of Directors' Meeting Minutes
Thursday, April 21, 2022
Central Florida Cares Health System, Inc.
Board Room**



ATTENDANCE

Central Florida Cares Health System Board of Directors

Robert Wayne Holmes, President, Retired Asst. State Atty./Consumer Advocate
Mark Broms, Treasurer, Consumer Advocate
Luis Delgado, Vice President, Consumer Advocate
Ian Golden, Secretary, Brevard County Housing & Human Services
Jules Brace, Orange County Sheriff Dept.
Sherri Gonzalez, Children's Home Society
Babette Hankey, Aspire Health Partners
Joel Hunter, Consumer Advocate
Tracy Lutz, Consumer Advocate
Lisa Portelli, City of Orlando
Thomas Todd, Consumer Advocate

Central Florida Cares Health System, Inc. Staff

Trinity Schwab, Chief Operating Officer
Daniel Nye, Chief Financial Officer (via Zoom)
Nikaury Munoz, Chief Integration Officer (Via Zoom)
Karla Pease, Executive Assistant and Recording Secretary
Jerrymar Foster, Quality Improvement Specialist
Miralys Martinez, Risk Management Specialist
Sharon Ramsaran, Sr. Accountant
Christopher Chung, Data Specialist
Geovanna Gonzalez, Compliance Director

Guests

Anne Sutherland, Department of Children and Families, Regional Director
Amy Hammett, Department of Children and Families, Contract Manager
Vanessa Suarez, Department of Children and Families, Director of Data
Cheryl Bello, STEPS
Anne Kesic, Impower
Christine Suehle, Aspire Health Partners

Meeting Called to Order

Central Florida Cares Health System, Inc. (CFCHS) Board of Directors' meeting was held on Thursday, April 21, at 3:00 p.m. at 707 Mendham Blvd., Suite 201, Orlando, FL 32825. The President called the meeting to order at 3:01 p.m.

Financial Report

The Treasurer indicated the financials were reviewed at the Finance Committee meeting on March 25, 2022, and at the Executive Committee meeting.

February Financials

The CFO reviewed the February Balance Sheet that includes the balances from December 31, 2021, through February 28, 2022. Cash in the bank is increasing due to unutilized funds, which are primarily from new OCA's. CFCHS should be close to a 67% budgeted target. Providers have utilized 52% of funding year to date. In the liabilities section of the Balance Sheet, deferred revenue is an increasing accrual as monies received from the state are not fully spent by the contracted providers. The CFO stated that Amendment 54 brought the budget to \$102M, while we started the year at \$89M. Non-recurring funds are close to \$29M. Providers are still having challenges with staffing shortages and have a lag in services, which will continue to impact utilizing all of the non-recurring funds by fiscal year end. In addition to taking on newly defined services. The carry forward balance at the beginning of the fiscal year was \$7.5M. Currently, the carry forward is at \$4.7M. Projections of unutilized funding is \$6-\$7M payable to DCF at year end. No other items of significance to report on the Balance Sheet.

The income statement reflects more providers' data has been submitted and reconciled, leading to an increase in service utilization. In the administrative section of the Income Statement, dues and subscriptions show a credit due to a corrected invoice.

Pages 5-7 are OCA utilization expenditures for the Managing Entity, Mental Health, and Substance Use by OCAs, and by providers. The CFO provided details related to the OCA's where spending year to date was approaching normal expected levels year to date for some programs will hit the target by year end, others that may not hit their target by year end, and potential reallocation of some OCAs.

The Treasurer mentioned a provider utilization discussion at the Executive Committee to be further detailed at the board meeting with input from the COO. Some providers appear to have overspent their pro rata annual budget. The Vice President had asked for clarification. The COO commented that three providers receive opioid funding which increases in quarters 3 and 4 from DCF. CFCHS knew about the funds, was amended in our contract, but at that time, had not put the funds into provider pro rata contract budgets. Every month, CFCHS' Contract Managers look at provider utilization for overspending and underspending and have conversations with providers.

Provider rate increases was brought up by the Secretary. The COO stated that four providers asked for rate increases due to various challenges. CFCHS was incorporating rate increases, however, another ME was told retro rate increases were not allowable. DCF's Secretary does not agree with the rate increases due to FS 215.425, so this is being pushed to legal counsel. CFCHS' interpretation with the statute is it is allowable. All MEs and DCF are working on this through their legal counsel.

Pages 8-9 are the utilization rate YTD by provider in graphical format and a table.

Mark Broms made a motion to approve the February 2022 financial report as presented, Tracy Lutz seconded; motion passed.

Consent Agenda

Ian Golden made a motion to approve consent agenda items, Babette Hankey seconded; motion passed.

Organizational Updates:

- Strategic Plan to be discussed next board meeting.
- Osceola fundraiser scheduled for May 19, 2022.
- FASAMS - Approx. 64% of the expected service data (was approx. 51% last month). A graph was shown detailing progress. All providers with the exception of Park Place, Circles of Care, and Aspire are submitting data via the system.
For the providers that have issues:
 - Aspire – has 45% of their data in compared to 40% last month. They added almost 20,000 service records in the last month. Aspire is leaving Netsmart, which has been problematic within the state.
 - Circles of Care – has 63% of their data in compared to 4% last month. They should have 100% of their data in by next invoice cycle.
 - Park Place – reworking process due to some flaws in the previous design that resulted in missing services. Will be purging and resubmitting data.
 - Error report has been revised based on provider feedback to make it easier for them to link the error back to their internal system. Also added was the ability to download error reports across multiple files.
- Hybrid work model is going well.
- \$126M plan –an exercise was concluded with DCF, and the focus was on multidisciplinary teams, as well as other programs. CFCHS’ proprieties fit within DCF’s priorities. DCF expects to have the budget by July 1.

Planning Council – Has not been appointed yet.

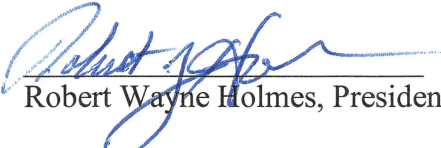
Other/Public Input – The Secretary provided details for Emergency Rental Assistance in Brevard County and asked for the information to be shared with all providers in the CFCHS network who may have eligible individuals in their respective service programs.


Next Board Meeting

The next Board of Directors’ Meeting will be Thursday, June 16, 2022, at 3 pm.

Ian Golden made a motion to adjourn, Tracy Lutz seconded, motion passed.

The meeting adjourned at 4:05 p.m.


Robert Wayne Holmes, President


Karla K. Pease
Recording Secretary

Board of Directors' Agenda
Thursday, April 21, 2022
3:00 PM – 5:00 PM
Central Florida Cares Health System, Inc.
Board Room



I. Welcome/Introductions	Wayne Holmes	2 minutes
II. Financial Report	Mark Broms	
<ul style="list-style-type: none"> • February Financials 	Dan Nye	15 minutes
III. Consent Agenda	Board	5 minutes
<ul style="list-style-type: none"> • Approve February 17, 2022 Minutes • Finance Comm. Draft Minutes • Board Renewals <ul style="list-style-type: none"> ○ Mark Broms ○ Tracy Lutz ○ Natalie Mullett 		
IV. Planning Council	TBD	3 minutes
V. Other/Public Input	Group	3 minutes/person
VI. Adjourn - Next Board of Directors' Meeting	Group	1 minute
<ul style="list-style-type: none"> • Thursday, June 16, 2022, 3:00-500 pm 		

**Board of Directors' Meeting Minutes
Thursday, February 17, 2022
Central Florida Cares Health System, Inc.
Board Room**



ATTENDANCE

Central Florida Cares Health System Board of Directors

Robert Wayne Holmes, President, Retired Asst. State Atty./Consumer Advocate
Mark Broms, Treasurer, Consumer Advocate
Debbie Owens, Past President, Seminole Prevention Coalition
Sherri Gonzalez, Children's Home Society
Valerie Holmes, Brevard Family Partnership
Joel Hunter, Consumer Advocate
Tracy Lutz, Consumer Advocate
Natalie Mullett, Park Place Behavioral Health
Ken Peach, Health Council of East Central Florida
Lisa Portelli, City of Orlando
Thomas Todd, Consumer Advocate
Bill Vintroux, Circles of Care
Donna Walsh, Seminole County Health Dept.
Eric Welch, NAMI of Greater Orlando

Central Florida Cares Health System, Inc. Staff

Maria Bledsoe, Chief Executive Officer
Michael Lupton, Chief Information Officer (Via Zoom)
Daniel Nye, Chief Financial Officer
Nikaury Munoz, Chief Integration Officer (Via Zoom)
Karla Pease, Executive Assistant and Recording Secretary
Leo Colomer, Contract Manager (Via Zoom)
Michelle Arroyo, Forensic Coordinator (Via Zoom)
Miralys Martinez, Risk Management Specialist (Via Zoom)

Guests

Anne Sutherland, Department of Children and Families
Cheryl Bello, STEPS
Anne Kesic, Impower
Christine Suehle, Aspire Health Partners

Meeting Called to Order

Central Florida Cares Health System, Inc. (CFCHS) Board of Directors' meeting was held on Thursday, February 17, at 3:00 p.m. at 707 Mendham Blvd., Suite 201, Orlando, FL 32825. The President called the meeting to order at 3:02 p.m.

Consent Agenda

Ken Peach made a motion to approve consent agenda items, Natalie Mullett seconded; motion passed.

Conflict of Interest

The following agencies have contract renewals/extensions as of June 2022 and board members who have conflicts of interest are identified in parenthesis.

- Aspire Health Partners – Main FACT (Babette Hankey, Eric Welch, and Valerie Holmes have conflicts)
- Brevard Family Partnership (Sherri Gonzalez, Valerie Holmes have conflicts)
- Circles of Care – Main CAT (Bill Vintroux, Valerie Holmes have conflicts)
- Devereux (Valerie Holmes has conflict)
- Metro Treatment Center (No conflicts)
- Park Place Behavioral Health (Natalie Mullett, Eric Welch have conflicts)
- Space Coast Recovery (No conflicts)
- University Behavioral Center (Eric Welch has conflict)

The President led the motions individually with the following language for each agency declaration:

Insert name* made a motion to accept the Conflict of Interest the Board of Director has for *provider agency*, ****insert name by person seconding motion*, is there any public comment, any discussion, hearing none, all those in favor of accepting the conflict state by saying aye, all opposed indicate by saying nay, is anyone abstaining, hearing none, the conflict of interests are hereby accepted by two-thirds of Board of Directors present and in fact, is 100% of the Board of Directors present.

*Joel Hunter, **Aspire Health Partners – Main FACT, *** Debbie Owens

*Natalie Mullett, **Brevard Family Partnership, ***Ken Peach

*Mark Broms, **Circles of Care – Main CAT, ***Natalie Mullett

*Debbie Owens, **Devereux, ***Thomas Todd

*Natalie Mullett, **Metro Treatment Center, ***Joel Hunter

*Ken Peach, **Park Place Behavioral Health, ***Valerie Holmes

*Valerie Holmes, **Space Coast Recovery, ***Debbie Owens

*Thomas Todd, **University Behavioral Center, ***Debbie Owens

Financial Report

The Treasurer indicated the financials were reviewed at the Finance Committee meeting on January 28, 2022, and at the Executive Committee meeting, as well. At this meeting, we can review the status of the OCAs.

December Financials

The CFO reviewed the December Balance Sheet that includes the balances from October 31, 2021, through December 31, 2021. Cash in the bank is \$11.6M and Accounts Receivable is at \$14.9M for a total Current Assets balance of \$26.6M. Short-term liabilities have payables changing slightly month to month due to more providers on real-time data. No anomalies.

Income statement highlights dues and subscriptions at \$32K is for the annual membership for FAME and within FAME there was a collective survey effort, and that expense was included and is in line with prior years. Outreach and awareness had an expense of \$6429. Accounting fees are at \$18K, and in January, CFCHS will pay an additional \$2K, making total audit expenses of \$20K. Software expense due to a FASAMS update.

FASAMS data update – In prior months, CFCHS compared last year to this year to estimate the gap in missing data, now CFCHS is comparing the supplemental data to the accepted data for providers who are unable to fully report. The network has improved from around 32% to 39% of volume. Aspire is having issues related to their vendor, but updates and fixes come regularly. Circles of Care is changing their process and has seen strong success with their admission data; they expect to be close to caught up by March 10. Mental Health Resource Center is just waiting for some contract details to be finalized. Metro Treatment Center expects to have most of their data accepted in the next few days. Park Place is almost at 60% of their service volume accepted.

Pages 5-6 are OCA 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.

Pages 7-8 are the utilization rate YTD by provider in a graphical format.

Mark Broms made a motion to approve the December 2021 financial report as presented, Natalie Mullett seconded; motion passed.

Organizational Updates:

- Legislative Budget – a side by side tentative budget was compared to current budget. Right now, the amounts do not fluctuate a lot. In the House of Representatives, there is a proposed \$120M reoccurring, but the caveat is it will go to triannual plans that are already developed and in DCF's hands. No word on the Senate side yet.
- Opioid Funding Lawsuits – Settlements starting to come through. Dollar amounts will be reported at next board meeting. The plan is to collaborate with each jurisdiction so no duplicating efforts transpose.
- Fundraisers for each county – Seminole County's fundraiser is next on March 17, 2022. The electronic copy will be emailed to directors and posted on Facebook.

Planning Council – Has not been appointed yet.

Other/Public Input - None

Next Board Meeting

The next Board of Directors' Meeting will be Thursday, April 21, 2022, at 3 pm.

Valerie Holmes made a motion to adjourn, Joel Hunter seconded, motion passed.
The meeting adjourned at 4:05 p.m.

Robert Wayne Holmes, President

Karla K. Pease
Recording Secretary

DRAFT



March 3, 2022

Central Florida Cares Health System Board of Directors,

Thank you for your commitment and support.

A Board vote will be part of the consent agenda for the April 21, 2022, Board of Directors' meeting related to Board of Directors' membership. An invitation to renew the following memberships were sent in February 2022 for renewal until April 2025.

- Mark Broms
- Tracy Lutz
- Natalie Mullett

The identified Board members above have agreed to renew their Board of Directors' term as presented above.

Again, thank you.

A handwritten signature in black ink, appearing to read "M. Bledsoe".

Maria Bledsoe
Chief Executive Officer