

**Executive Committee Meeting Minutes**  
**Wednesday, August 28, 2024**  
**Central Florida Cares Health System, Inc.**  
**707 Mendham Blvd., #201**  
**Orlando, FL 32825**  
**Board Room**



## **ATTENDANCE**

### **Board of Directors Present:**

Luis Delgado, President, Consumer Advocate  
Amber Carroll, Treasurer, Brevard Homeless Coalition  
Debbie Owens, Secretary, Seminole Prevention Coalition  
Ian Golden, Vice President, Brevard County Housing & Human Services  
Wayne Holmes, Past President, Consumer Advocate

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

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

### **Guests**

Amy Hammett, Contract Manager, Dept. of Children and Families  
Nora Alkhalib, SAMH Director, Dept. of Children and Families  
Babette Hankey, President/CEO, Aspire Health Partners  
Shannon Robinson, CIO, Aspire Health Partners

### **Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Executive Committee meeting was held on Wednesday, August 28, 2024, at 2:00 p.m. at Central Florida Cares Health System. Ian Golden, acting as Chair, called the meeting to order at 2:00 pm.

### **Approve Minutes**

*A motion to approve the August 7, 2024, minutes with one correction was made by Debbie Owens, Amber Carroll seconded; motion passed.*

### **Additional Cyber Insurance**

The CFO stated the outlook on additional cyber insurance protection is not looking promising due to the supplements revolving around cyber fraud.

### **Budget Recommendations Discussion**

The COO gave a thorough review of the System of Care working document budget with members and explained the methodology behind the budget cuts to providers. She presented two different scenarios for members to consider. Scenario #1 was to fund services only. Scenario #2

was to fund services and prevention. The COO is waiting on the state for clarification on dates ending 9-29-24 or is there more time to spend the SOR dollars for proper allocation of projected budget funds. The responses from the state could change the proposed budget.

Ian Golden asked about the impact of not funding the prevention campaign, which is the school diversion program.

*Wayne Holmes made a motion to follow Scenario #2 to set aside the campaign at this point unless monies become available to affectively fund all or a portion of the campaign and go forward with the underproduction reduction to Eckerd, and staff has the discretion to reduce the budget based on the responses from the state, Amber Carroll seconded; motion passed.*

The CEO stated the current budget is \$107M+ and the Admin rate is 2.46%. Amendment 56 in 2021 was at \$102M+ and the Admin rate was 3.56%. This shows the administration is asked to do a lot more with less funding.

Ian Golden called for a 5-minute break.

The meeting reconvened at 3:08 pm, when the President arrived.

### **Budget Recommendations Discussion – Part 2**

The CEO discussed operational changes in CFCHS and stated there will be changes made.

*Ian Golden made a motion to approve operational decision changes as needed, Debbie Owens seconded; motion passed.*

The CEO spoke of looking at something small for staff, which was already set aside, or put back into the operations budget. The CEO recommendation is to give staff either a merit or 403(b) option. Additionally, the CEOs recommended would be to let the majority of staff decide to have a one-time merit or apply to their 403(b). The chiefs decided they would exclude themselves from the amount proposed. CFCHS will cover health insurance increased by \$14K.

*Wayne Holmes made a motion to go forward with the proposed merit where employees can vote to take as merit or 403b, Ian Golden seconded; motion passed.*

### **Policy Review**

- Public Records Request
- Funding Allocation
- Sponsorship

The CEO stated the Public Records Request policy had some recommended changes by the CFC's attorney to add language. The Funding Allocation had some additional changes based on the most recent experiences to tighten the process up. The Sponsorship was to give more sponsorship language to the Contract Managers but the content to the COO and CEO.

The CEO and President needed to leave the meeting for another meeting. Ian Golden then chaired the meeting at 3:34 pm.

Members discussed each policy. Wordsmith changes were made. Since Sponsorship policy was approved at the last board meeting, there is no need to bring it back to the full board. The remaining two policies will go back to the board for approval in October.

*Debbie Owens made a motion to approve the changes to Public Relations Request and Funding Allocation, Amber Carroll seconded; motion passed.*

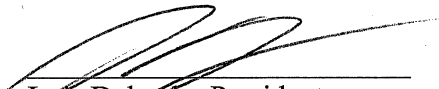
**Other/Public Input** – None

**Next Meeting**

The next Executive Committee meeting will be October 9, 2024, at 2 pm.

*A motion to adjourn was made by Wayne Holmes, Debbie Owens seconded; motion passed.*

The meeting adjourned at 3:52 pm.

  
Luis Delgado, President

  
Karla Pease, Recording Secretary

**Executive Committee Agenda**  
**Wednesday, August 28, 2024**  
**2:00 PM – 3:00 PM**  
**Central Florida Cares Health System, Inc.**  
**Board Room**



<b>I. Welcome/Introductions</b>	Luis Delgado	2 minutes
<b>II. Approve Minutes</b> <ul style="list-style-type: none"><li>• August 7, 2024 Minutes</li></ul>	Luis Delgado Group	2 minutes
<b>III. Additional Cyber Insurance</b>	Dan Nye	20 minutes
<b>IV. Budget recommendations discussions</b>	Group	15 minutes
<b>V. Policy Review</b> <ul style="list-style-type: none"><li>• Public Records Request</li><li>• Funding Allocation</li><li>• Sponsorship</li></ul>	Group	15 minutes
<b>VI. Organizational Updates</b> <ul style="list-style-type: none"><li>• Own Your Recovery</li></ul>		
<b>VII. Other/Public Input</b>	Group	3 minutes/person
<b>VIII. Adjourn - Executive Committee Meeting</b> <ul style="list-style-type: none"><li>• October 9, 2024 at 2 pm</li></ul>	Group	2 minutes

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**Wednesday, August 7, 2024**  
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**Board Room**



## **ATTENDANCE**

### **Board of Directors Present:**

Luis Delgado, President, Consumer Advocate  
Amber Carroll, Treasurer, Brevard Homeless Coalition  
Debbie Owens, Secretary, Seminole Prevention Coalition  
Ian Golden, Vice President, Brevard County Housing & Human Services  
Wayne Holmes, Past President, Consumer Advocate

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

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

### **Guests**

Amy Hammett, Contract Manager, Dept. of Children and Families

### **Meeting Called to Order**

The Central Florida Cares Health System, Inc. (CFCHS) Executive Committee meeting was held on Wednesday, August 7, 2024, at 2:00 p.m. at Central Florida Cares Health System. Luis Delgado, President, called the meeting to order at 2:05 pm.

### **Approve Minutes**

*A motion to approve the July 10, 2024, minutes was made by Debbie Owens, Ian Golden seconded; motion passed.*

### **Financial Report**

The CFO reported on the unaudited Preliminary June 2024 financials. The final invoice on August 15 will reflect provider year end reconciliation. The balance sheet through June 30, 2024 shows the Cash in Bank at \$9,093,390 and Accounts Receivable at \$11,845,937. Total assets were at \$21,284,582.

On the Income statement, Program Services Expenses in June Year To Date shows Provider utilization only at 88.9% and Revenue earned was at 88.6%. After final reconciliation, program service expenses should be 95% utilized. ME Admin services expenses are at 80.9% due to shortages in unfilled positions this year. Legal expenses are at \$18,603, vs the budgeted \$6,000,

due to the October 25<sup>th</sup> pharming incident and October 27<sup>th</sup> phishing incident. Most recently in April, there was a second phishing incident. Attorney fees were associated with those three items. Professional Services Other were at \$80K.

OCA's – ME Admin expenses Preliminary YTD through the month ending June 30, 2024, have been utilized at 81.7% of the Budgeted amount of \$4,031,836. The Mental Health Services utilization is at 90.7%. Substance Use utilization is at 83.8% prior to the year-end reconciliation.

Pages 4-6 show utilization by OCA, by provider. Page 7 is a summary of the OCA's with low utilization, less than 75% of target, and explanations were provided.

Page 8 shows CFCHS's DCF Contract budget history showing \$129.4M with Amendment 68. Page 9 shows the history of DCF funding since FY 16-17. The Current year Admin rate is 3.12%.

*Amber Carroll made a motion to approve the June Preliminary financials as presented, Debbie Owens seconded; motion passed.*

The Schedule of Funds budget for FY 24-25 was shown to members for comparison of FY 23-24 budget. The budget indicates a drastic cut in funds (\$22M). CFCHS is waiting for a second Schedule of Funds to be released by the second week of August. PPG awards were discussed. The CEO indicated that CFCHS has chosen not to make any reductions in the System of Care in the first quarter. In the past, we paid overproduction at the end of the FY. CFC is not able to do so this FY. We will use the funds left over to fill in the gaps. We anticipate getting some money in certain categories specific to certain cost centers, not the General Revenue, however. Prevention services had to be put on hold. No new providers have been contracted. Our goal is to wait during the first quarter and then manage and shape the System of Care with the drastic changes quickly and make recommendations to the Department to move funds around. Providers have been notified there are significant reductions coming.

Ian Golden made a comment to implement a Moratorium on new contracts.

*Ian Golden made a motion put a moratorium on new contracts in place until lifted by either the Executive Committee or full board, Wayne Holmes seconded; motion passed.*

It was suggested to move the September 11<sup>th</sup> Executive Committee meeting to August 28<sup>th</sup>.

*Wayne Holmes made a motion to move the September 11<sup>th</sup> Executive Committee meeting to August 28<sup>th</sup> at 2 pm., Debbie Owens seconded, motion passed.*

**Pharming** – The CFO presented the pharming incident update. Secret Service will be releasing their funds soon. The Texas trial continues to be delayed. The cyber insurance denied the general liability claim due to supplements in the policy. The decision is being appealed and CFC could receive \$10K-\$15K. The CFO presented end of year scenarios.

Ian Golden suggested speaking to the Department to let them know the environment has changed with the phishing incident and reduction in admin budget so much that CFC doesn't have funds to support the mission and operations of the agency, and it will have a major impact on providers. The CEO will open this discussion with the Department, even though this has been the topic for years with all MEs.

**Organizational Updates**

- Bank – Three banks were approached to demonstrate their services. One chose not to present due to being primarily in South Florida. The other two were very similar, but in the end, PNC Bank specs were better than Truist. The recommendation to the Finance Committee was move our banking relationship from TD Bank to PNC Bank and was approved by the Finance Committee and will be brought to the full board.
- The Department has moved the ITN award date from August 12 to November 1 with a start date of July 1, 2025.
- Two policies will be brought back at the next Executive Committee meeting for revision. Those policies will be sent for review prior to the next meeting.
- Public Comment at the end of each meeting is 3 minutes with the discretion of the board to hear longer than 3 minutes of comments if they choose.

**Other/Public Input** – None

**Next Meeting**

The next Executive Committee meeting will be August 28, 2024, at 2 pm.

*A motion to adjourn was made by Ian Golden, Amber Carroll seconded; motion passed.*

The meeting adjourned at 3:24 pm.

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Luis Delgado, President

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Karla Pease, Recording Secretary