

## Board of Directors Meeting

## September 21, 2023

## 5:30 pm

## In-person @ Healthy Start Office

# Meeting Minutes:

Board Members Present In-Person: Rainey Brown, Russell Williams, Margot Lauro, Judge Ed Nickinson, Janet Garrett, Dr. Rex Northup (6)

Also Attending: Dr. Amjad (via Zoom), Barbara Shoulders (via Zoom), Allyson Anderson

1. Call to order – Chair Rainey Brown called the meeting to order at 5:32 PM. The meeting took place in-person at the Healthy Start office.
2. Quorum (Requires 5/9 Current Members) – 6 Board members attended in-person. Quorum was established.
3. Mission Moment – Allyson shared with the Board about the Coalition’s successful execution of the DOSE program in partnership with the Pensacola Fire Department. During the period of September 11-15, over 80 first responders were trained on the Direct on Scene Education curriculum, and procedures were established for ongoing provision of safe sleep resources and connection to ongoing Healthy Start resources to the community.
4. Ratification of Minutes – The August 17, 2023 Board meeting minutes were reviewed by the Board and approved as written by the Board.
5. Board Business:
6. Finance:
   1. August 2023 “Draft” Financials – Allyson presented the August financials which are still in draft form as we await close-out of the fiscal year with a balance due to the state for unspent contract funds. No questions were presented. All deliverables/accounts receivable are current, as are accounts payable. The financials were approved without objection.
   2. FY 23-24 Amended Budget – The Amended Budget was approved by the Board, with Judge Nickinson making a motion to approve that was seconded by Magot. An amended budget was necessitated by our DOH contract amendment, reflecting additional funding for staff, FIMR, and Fatherhood.
7. FIMR (CRT) - IMTF (CAG):

Region 1 FIMR meetings, now known as CRT (Case Review Team) meetings, including neighboring Santa Rosa, Okaloosa, and Walton Counties continue to be held on a monthly basis, with active engagement from the 4 counties. At the request of the Board at the June meeting, we inquired of our state FIMR liaison whether we are permitted to review/report on all Escambia cases, as we had done prior to FIMR expansion. Our liaison has since given state approval to proceed, with certain conditions and requirements. The Board then considered and approved a staff proposal to expand our FIMR case reviews to include all Escambia cases. More to follow on implementation timeline by the November Board meeting. CAG (Community Action Group – formerly IMTF) work continues this month with more to come as we recently completed our first contractually required Action Plan.

C. National Pregnancy and Infant Loss Day – Scheduled for Sunday, October 15 at Bayview Park from 6:30-7:00 PM.

D. Bowties & Tiaras – Margot and Janet provided additional sponsorship details for Bow Ties and Tiaras, scheduled for Thursday, October 19 at Jackson’s Steakhouse. Current sponsors include: Dr. Schwartz, Pediatrix, Dr. Christine Krier, Emmanuel, Sheppard, & Condon, Dr. and Mrs. Lauro, Hon. Ed and Jean Nickinson, John Peacock/Edward Jones Investment Company, Jewelers Trade Shop, Restore Plastic Surgery, and Dr. Amjad’s brother.

E. Executive Director Report:

* Amended Supplementary HR Policies – Addition of “No vaping” policy was approved by the Board with Judge Nickinson making a motion, which was seconded by Rex.
* Board of Directors Manual – In Progress and nearing completion!
* Board Composition – Proposed addition of another physician (Dr. Christine Krier) as well as attorney Alexander Shimek. Resumes of prospective candidates will be gathered and distributed to the Board for consideration.
* DOSE Program Update – Final accounting for this program should be completed and presented at the November Board meeting. Previously, the Board authorized $6,000 maximum. Rotary $5,000 grant application approved for $1,825.00. Implementation dates completed on September 11-September 15, 2023. At least 80 Pensacola Fire Department first responders completed training, with ongoing safe sleep/referral procedures in place.
* FY 23-24 Approved Supplementary Spending Status Update:

1. North Escambia “Stork Nest” Infant/Toddler Resource Center - In partnership with CHNWF @ Century Pediatrics site. Maximum spend = $20,000 (Actively seeking bids with target Grand Opening by end of calendar year.)
2. 60 car seats for 2 outreach events - $5,000 (30 car seats purchased for planned outreach event on November 4, 2023.)
3. Fatherhood Program Incentives - $5,000 (Up to $1,000 now committed for Thanksgiving meal incentive for program enrollment and milestone achievements.)

* FIMR Expansion Proposal – See separate attachment. “Option A” was approved by the Board at an ongoing approximate cost of $10,360 annually, with Judge Nickinson making the motion to approve, and seconded by Janet Garrett.
* Cultural Competency Training – Completed at the conclusion of the September 21 Board meeting for those who have not received and documented training on HIPAA, Cultural Competency, and Health Equity in the last 3 years.

1. New Business – Dr. Schwartz raised concern at the May meeting about maternal anemia/malnutrition, and the need for Iron Sulfate supplements of 325 mg./daily. The Coalition offered to lend its support in any way that might be helpful. HELD for additional discussion at the next Board meeting as Dr. Schwartz was not in attendance.
2. Adjourn – The meeting adjourned at 6:37 P.M.
3. Next Meeting – Thursday, October 19 at 5:30 PM at Bow Ties & Tiaras.