CDS Board of Directors Minutes

March 19, 2026 at 8:31 AM

Attending Board Members: Frank Williams, Daniel Crapps, Richard Mankin, Gil Levy, Becky Hunt, Yvette Jones, Darleen Morgan, Curtis Peterson, Jason Shaw, Christopher Stokes

Attending Team Members: Philip Kabler, Cindy Starling-Hersey, PJ Minzie

CALL TO ORDER/QUORUM CHECK

A quorum was in attendance with 10 Board Members present. Vice Chairman D. Crapps chaired the meeting at Chairman Williams' request.

CONSENT ITEMS

Following motion by D. Morgan, and second by B. Hunt, the following were unanimously approved and ratified:

(a) Meeting Agenda;
(b) February 19, 2026 Meeting Minutes and actions;
(c) the attached Banking Motion (3/19/26); and
(d) Levy County Prevention Coalition Mentoring Funding – Independent Contractor Agreement.

FINANCIAL MATTERS

Report item – Fiscal activities (including accounts receivable/payable, Payroll, FY 25/26 budget update): P. Kabler noted the bànk statements and other related fiscal documents were attached to the Meeting materials. A discussion ensued regarding making cash flow management a priority (as against profit-and-loss).

April will be a three payroll/accounts payable month, with the large single insurance premium also due. P. Minzie will meet with Brown & Brown Insurance regarding breaking up payments.

Engagement of the law firm with which CDS previously had a conversation about creating an independent non-profit corporation to attend to the Management Investment fund will be temporarily pended.

The search for a Comptroller is ongoing, with interviews to be scheduled. P. Kabler recommended that candidates be questioned about their cash management experience.

Compiled CDS/CASF 2/26 SouthState Bank and First Federal Bank statements, Form 8955-SSA/5500 were included with the Meeting materials

DEEP DIVE PRESENTATION

P. Minzie discussed his operational vision and initial goals. He reported circulating SouthState Bank, First Federal Bank, and Campus USA Credit Union resolutions/signature cards were circulated. He plans to meet with community partners and prospective funders/donors. He is researching PTO policies to revisit carryover/payout limits going forward.

BUSINESS MATTERS

Report item – Program deliverables and monitorings:
C. Starling-Hersey presented the attached February Programs Report. She noted: (a) a focus remains on increasing community counseling deliverables, which will, in turn, impact a Florida Network 'report card' element; (b) shelter bed utilization is trending upwards as typical for this time of the fiscal year; (c) SNAP in Schools has overperformed the contractual deliverable metric; (d) SNAP for Youth Justice is close to fully performing the contract deliverables metric; (e) CDS' response to the Florida Network's SNAP services was submitted, and was the only submission in the catchment area; (f) the DJJ mentoring contract (Investing in our Youth) is continuing to recruit and screen volunteers; and (g) the LSF prevention contract is anticipated to overperform the contractual deliverable metric.

During March IYP-Lake City went through the Florida Network's annual in-person Quality Improvement Review. This overlapped with LSF's full prevention programs monitoring. DJJ's full mentoring program monitoring was deferred temporarily and a field visit scheduled for late March. Three Department of Children and Families shelter monitorings will occur during April.

P. Minzie noted there was no Florida Network 'Hill Day' this year. P. Kabler reported he at the Florida tended the Florida Juvenile Justice Association's Tallahassee meetings in early February, which included the Florida Legislative Reception.

Alachua County Community Counseling deliverables are currently low due to no current Truancy Court activity; (b) the second series of Gainesville and Lake City SNAP sessions have commenced; (c) the new SNAP Youth Justice Program is active; (d) post-holiday season Prevention Services activities have resumed; and (e) the new Mentoring Program has commenced.

Report item – Shelter Advocate Program:
Chairman Williams reported he received responses from the Board Members and will be making shelter assignments.

Report item – Legal matter
C. Starling-Hersey reported she met with the insurance company-assigned lawyer who will attend to the demand letter related to an alleged Gainesville. The attorney informed her there is nothing further for CDS to do currently. Interface Youth Shelter youth-on-youth matter. Brown and Brown reported there is no applicable deductible amount at this time.

Action item – Transfer of trailer to Alachua County Health Promotion & Wellness Coalition
Following motion by B. Hunt, and second by D. Morgan, the trailer used by the Alachua County Health Promotion & Wellness Coalition, was unanimously approved for transfer to HPW. HPW is to attend to the documents and cost of that transfer (including continued insurance).

COMMITTEE MATTERS

Ad Hoc Leave Balances Policy Review:
As noted previously, P. Minzie is researching PTO policies to revisit carryover/payout caps going forward.

Standing Nominating:
There was no report for this meeting.

Ad Hoc Committee structure:
There was no report for this meeting.

Standing Development:
There was no report for this meeting.

Ad Hoc Bivens Sale/Renovation/Relocation:

Ad Hoc Baxter's Place Charter School:
There is no report for this meeting.

Following motion by D. Morgan, and second by B. Hunt, the meeting was unanimously adjourned at 9:00 AM.

Notes: Following adjournment of the Meeting, a number of Board Members made kind comments to P. Kabler regarding his retirement. The construction of the new IYP-Gainesville Shelter was noted. In lieu of a physical gift such as a plaque, the Board Members made a donation to CDS in his name.

It was noted that this was D. Morgan's last meeting. The Board thanked her for her service.

G. Levy recommended developing a succession plan for C. Starling-Hersey.

<u>BANKING MOTION (3/19/26)</u>

The following is a proposed Motion to be presented as 3/19/26 CDS and CASF Consent Agenda item (under section '*Bank resolutions re: PJ Minzie*'):

In order to add Patrick G. Minzie II to CDS Family & Behavioral Health Services, Inc.'s (including Community Alternative Services Foundation, Inc. as appropriate) (a) existing accounts with (i) SouthState Bank and (ii) First Federal Bank and (b) planned account with Campus USA Credit Union, and to remove Philip N. Kabler from CDS' existing accounts with SouthState Bank and First Federal Bank, effective March 31, 2026 at 5:00 p.m., it is moved -

1. The SouthState Bank accounts are affirmed and ratified with Francis T. Williams, Daniel Crapps, Richard Wendell Mankin, Gilbert A. Levy, Cynthia L. Starling, Alex A. Culbreth, and Patrick G. Minzie II as approved and authorized signatories.

2. The First Federal Bank account is affirmed and ratified with Francis T. Williams, Daniel Crapps, Richard Wendell Mankin, Gilbert A. Levy, Cynthia L. Starling, Alex A. Culbreth, and Patrick G. Minzie II as approved and authorized signatories.

3. The Campus USA Credit Union account is approved and affirmed with Francis T. Williams, Daniel Crapps, Richard Wendell Mankin, Gilbert A. Levy, Cynthia L. Starling, Alex A. Culbreth, and Patrick G. Minzie II as approved and authorized signatories.

4. Philip N. Kabler is approved and authorized to sign such documents and instruments as required by the financial institutions referenced above to implement the described transactions, including to be removed from those accounts.

Programs Performance Report for CDS Board meeting 3/19/26

February CINS/FINS Report:

Our February Florida Network Report Card indicates that we are currently meeting 12 of 13 performance measures with a 96% overall compliance report card. We continue to struggle with receiving enough Community Counseling referrals, but we did have our best month yet for new intakes this fiscal year. Our YTD performance measure is 74.2% for Community Counseling programs. Our SafePlace/Outreach Specialist, Joy Cullinan, and our Community Counselors continue to provide outreach in our schools and communities. We believe our increase is due to targeting our rural communities and we hope to build even more on the rural referrals in the coming months.

The shelters combined had 469 bed days in February (East-137, NW-159, and Central shelter-173). We expect to see a significant increase in our shelter intakes beginning March through June 2026.

Our SNAP programs are progressing well, and we have exceeded our contract deliverables for SNAP in Schools. Our newest SNAP program, SNAP for Youth Justice, is doing very well and is currently at 80.9% on contracted deliverables. We worked diligently during January and February to complete and compile all the required documents including fiscal budgets for the SNAP Services Call for Proposal.

February Prevention Programs Report:

The DJJ Investing in Our Youth mentoring program continues to recruit volunteers and provide services to youth ages 10-17. Our LSF Prevention programs are on target to meet our contracted performance units. As always, we hope to overperform to possibly earn additional funding if available this year.

Staffing Issues: One Regional Director, two residential supervisors and one RN position remain open.