



# Florence Crittenton

## **Board of Directors Meeting Minutes February 27, 2019**

A meeting of the Board of Directors of Florence Crittenton Services, Inc. was held at Florence Crittenton, 715 West Mariposa Street, Phoenix, AZ, 85013 on Wednesday, February 27, 2019. Rod Riley, Board Chair called the meeting to order at 3:15 p.m. Jan Doisher served as recording secretary. Persons attending the meeting were:

**Directors:** Chris Anderson, Latasha Causey, Stacy Derstine, Julia Francis (telephonically), Jenny Holsman Tetreault (telephonically), Bobby George, Nathan Pullen, Layla Ressler, Maryann Richardson, Chris Schaefer, Cathy Stein and Tiffanie Tallman (telephonically)

**Absent:** Kathy Creswell, Julie Friedly, Shirley Goldman, and Bonnie Mendoza

**Staff:** Dr. Kellie Warren, Rod Kemp, Dawn Woods and Jan Doisher

### **Welcome and Introductions**

**Rod Riley**

Rod Riley welcomed everyone to the February 2019 Board of Directors meeting.

### **GLAAZ Student Presentation**

Fatima, a junior at GLAAZ, shared attending the school is a family affair. Her older sister is a graduate and her younger sister and cousin are both students. Fatima is a semi-finalist in the JA Under 18 awards. The best part of attending the school is that the atmosphere feels like family. Her future plans are to attend college at either ASU or NAU, study abroad in either Japan or South Korea and eventually become an immigration lawyer. She is involved in several clubs and activities and is the vice president of Student Government.

### **CEO Report**

**Dr. Kellie Warren**

- Dr. Warren shared the census continues to improve with the Therapeutic Group Home (TGH) TGH census at 31 clients and 11 clients at Girls Ranch Scottsdale.
- Dr. Warren shared the Agency continues to celebrate the award of the DCS Congregate Care Request for Proposal (RFP), this new contract will provide shelter services at the Girls Ranch Phoenix location.
- The Agency applied for 11 new contracts with the Administrative Office of the Courts (AOC) through the 2019 – 2021 RFP process. All eleven were submitted today, one day ahead of the Thursday, February 28, 2019 due date.
- Dr. Warren shared she served as a panel member on Thursday, February 21, 2019 at the Mercy Care Black History Month “Celebrating Resilience in the African American Community” and on Monday, February 25, 2019 she was the keynote speaker at the Bank of America Black History Month event.
- Dr. Warren shared on Friday, February 15, 2019 she attended the 8<sup>th</sup> Annual African American Conference on Disabilities, and was interviewed by the Informant – the interview aired on Sunday, February 17, 2019.
- Dr. Warren will serve as the Keynote speaker for the Pilgrim Rest Baptist Church Education Summit – speaking on Social and Emotional Learning (SEL) on Saturday, March 2, 2019.
- Dr. Warren shared the Agency has been busy with the following audits/site visits: **1)** Family Preservation on Thursday, March 7, 2019; **2)** Mercy Care on Monday, February 18, 2019; **3)** Arizona Department of Education (ADE) Support Site Visit, Thursday, March 21, 2019; **4)** Parent Aide on Thursday February 21, 2019; and **5)** Girls Ranch Quarterly DCS Inspection, Tuesday February 26, 2019,

- Dr. Warren provided meeting attendees with a handout on program revenue, program expenses and cash flow and shared the Agency continues to collect on past due account receivables.
  - Areas of risk continue to be Community Based Services (CBS) due to Family Preservation along with Girls Ranch.
- Dr. Warren provided meeting attendees with the 2019 – 2021 Strategic Plan summary handout and shared staff continue to work on the internal action plans of the Strategic Plan.
- Dr. Warren shared the Agency received the following grants:
  - Season for Sharing      \$20,000      TGH and Girls Ranch
  - Board of Visitors      \$20,000      Wellness Program
- Dr. Warren shared Bernadette Brown will be joining the Agency the end of March as the new Chief People Officer.
- Dr. Warren thanked all Board members for their continued hard work in obtaining Teaming Up For Girls sponsorships and silent auction items, giving Board member Chris Anderson a special shout out for seven table sales and three additional tables sales coming.
- Dr. Warren passed around a long-forgotten cookbook produced by the Florence Crittenton Auxiliary Committee that someone in the community had found at a second-hand store.

### **Review of Year-to-Date Financials Statements**

**Chris Schaefer**

Chris shared the Finance Committee met on Wednesday, February 20, 2019 and provided an overview of the January 31, 2019 year-to-date financial statements.

- A representative from Merrill Lynch presented a year-end review of the Agency's investment portfolio at the Finance Committee and will be providing a proposal that would identify how the Agency can improve on investments and lower costs.
- The census for TGH and Girls Ranch were slightly better than expected and the year-to-date revenue up 22% over this time last year.
- The year-to-date revenue is up 28.5% year over year.
- January's expenses were up 19% over last year, however, \$70,000 lower than budgeted due to vacancies.
- The finance area has collected \$60,000 in past due accounts receivable in the last month with an additional \$53,000 in the past week.

### **Development Update**

**Layla Ressler**

- Layla shared the Development Committee meeting scheduled for Thursday February 14, 2019 was canceled, members were asked to attend the Teaming Up For Girls Committee meeting on Wednesday, February 13, 2019.
- Layla led a discussion and activity on Crittenton Society, having Board members break into two groups and brainstorm ideas on ways to entice new members, reengage past donors, identify the benefits of being a member and ideas to update/revamp the Crittenton Society brochure.

### **Governance Update**

**Stacy Derstine**

- Stacy shared new incoming Board member Jennifer Chamberlin (recommended by Board member Julia Francis) is excited to join the Board of Directors and be a member of the Finance Committee, her bio and resume were provided in today's meeting packet. The vote will take place during the Consent Agenda portion of today's Board meeting.
- Stacy shared she and Dr. Warren have a tour scheduled on Wednesday, March 13, 2019 with potential Board member, Megan Osbrink a CPA with Morgan Stanley. Megan was recommended by Board member Jenny Holsman Tetreault.
- Stacy shared the annual one-on-one Board member meetings have concluded, much was learned and she and Dr. Warren will begin to schedule the end of the year Board member meetings in the near future.

### **Teaming Up for For Girls (TUFG) Update**

**Latasha Causey**

- The 17<sup>th</sup> Annual Teaming Up for Girls (TUFG) Luncheon has received 230,950 in sponsorships, underwriting, and donations and \$27,474 in Silent Auction/Mystery Boxes.
  - Latasha gave a shout out to Board member Chris Anderson for his potential selling of 10 TUFG tables!
  - Latasha announced Lily Rose Lee, formerly known as Michelle Knight, has been selected to be our HOPE Aware recipient.
  - Previous Board member Kathy Munson, once again donated this year's billboards located at 3<sup>rd</sup> Avenue and Camelback and at Highway 51 and Indian School Road.
  - Latasha shared that she and co-chair Jenny Holsman Tetreault have several "asks" out in the community that they are waiting to hear back on.
  - The list of luncheon attendees is to be provided to Board members next week and Board members were provided with Agency note cards to write their thank you notes.

### **Call to Action**

**Rod Riley**

Rod shared the following Call to Action items:

- Table sales, Wine and Mystery Box (\$100 value) items for Teaming Up For Girls
- Tax Credit donations
- Board member recruitment candidates

### **Consent Agenda**

**Rod Riley**

Rod Riley asked for a motion to accept and approve the following: the January 2019 YTD Financial Statements, Jennifer Chamberlin to the Board of Directors; the submission of the Valley of the Sun United Way Grant, the December 19, 2018 Board meeting minutes; and the February 2019 Board Committee Report.

A motion was made by Chris Anderson and seconded by Latasha Causey.

**Note:** Jenny Holsman Tetreault abstained from voting on the Valley of the Sun United Way Grant due to being on their Board of Directors

***VOTE Results: All were in favor***

### **Other Business/Adjournment**

**Rod Riley**

The following donations were received: Stacy Derstine – one case of wine, cuff for Apple watch, wireless charger, Iphone case, travel adapter, Bluetooth speaker, personal coffee mug warmer, and cloche. Layla Ressler – four tickets to Diamondbacks Baseball in Baseline Reserve.

With no further business, a motion to adjourn the meeting at 4:25 p.m. was made by Latasha Causey and seconded by Chris Anderson.

***VOTE Results: All were in favor.***

Respectfully Submitted,

Rod Riley, Board Chair