

Minutes: Healthy Start Coalition of Flagler and Volusia Counties, Inc. APPROVED
Board of Directors Meeting

Date/Time: Tuesday, June 14, 2016 – 12:05pm – 1:12pm

Location: United Way, 3747 International Speedway Blvd., Daytona Beach, FL. 32114

Members Present: Zenesha Barkley, Kassandra Blissett, Ann Bodziak, Suzette Cameron, Dr. Pam Carbiener, Jessica Fox-Sznajstajler, Eric Goire, Amanda Hayes, Carly Meek, Joanne Nightingale, Ray Salazar, Diane Smith and Bonnie Wittman.

Members Absent: Patricia Boswell, Alma Dixon, Steve Forsyth, Chris Fulton, Michele Goeb-Burkett, Dr. John Meyers, Robert Snyder and Loverso Walker.

Staff Present: Dixie Morgese and Peggy Cage.

Guests Present: Intern with Dr. Carbiener.

Agenda Item	Summary/Discussion	Action	Follow-Up	Date
Welcome and Introductions	Diane Smith called the meeting to order and welcomed everyone. Introductions were made.	N/A	N/A	N/A
Approval of the March 8, 2016 meeting minutes	Carly Meek motioned to approve the March 8, 2016 minutes. Bonnie Wittman seconded.	Motion passed.	N/A	N/A
Committee Reports				
Exec Committee/ President's Report	Diane Smith said the Executive Committee met on June 1, 2016 and reviewed the board packet distributed today. The Executive Committee reviewed the Remote Access Policy and had a discussion. The Board members reviewed the Remote Access Policy and approved with the following recommendations – simplify the procedure, forward a copy of the employee handbook to the board members and the IT policy and procedures. It was also recommended that an employment law attorney review the policy due to the upcoming changes with overtime law.	Approved by consensus.		N/A
Finance & Audit Committee	The third quarter financial reports were distributed and reviewed. A discussion was held. Ms. Morgese said the Finance and Audit Committee met on Wednesday, May 25, 2016 and reviewed the financial reports. Dr. Carbiener motioned to approve the FY15/16 budget amendment #2 and updated revenue summary. Ray Salazar	Motion passed.	N/A	N/A

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	seconded. Ms. Morgese said the Ad-Hoc LLC Building Construction committee meeting will be scheduled at a later date.			
Governance/ Nominating	The Executive Committee met and reviewed/approved the board application for Joanna Nightingale.	Approved by consensus.	N/A	N/A
Coalition/Executive Director's report	Please refer to Executive Director's report. Ms. Morgese reviewed the highlights of the report. A copy of the cost allocation letter that was sent to DOH was distributed to the board members. A copy of the DOH site monitoring results letter was distributed to the board members.	Information only.	N/A	N/A
Old Business/New Business	None.	N/A	N/A	N/A
Announcements	Ms. Morgese announced that the Florida Association of Healthy Start Coalition Summer Conference will be held in Daytona Beach. Jessica Sznajstajler announced that the Power of the Purse event will be held on Friday, August 5, 2016. They are looking for table basket donations.	Information only.	N/A	N/A
Public/Other Participation	None.	None.	N/A	N/A
Adjournment	Meeting was adjourned at 1:15p.m.	None.	N/A	N/A