

Tennessee Voices for Children

Board of Directors Meeting

April 21, 2017

In Attendance:

Bill Kirby, Jr.	Rikki Harris	Scott Ridgway
Vince Foster	Brian Taylor	Debbie Webb
Patrick Sims	Anna Claire Bowen	Charlie Gibson
Chad Poff	Dick Blackburn	
Devika Kumar- phone	Blair Chapman	
Rhonda Ashley-Dixon	Emily Carroll	
Laura Fair	Andrew Buckwalter	

Start: 11:12 am

I. Welcome and Introductions – Bill Kirby

Bill Kirby opened the meeting by welcoming everyone. He stated the vision of Tennessee Voices for Children and asked all members to remember the reason behind the work that is accomplished at TVC.

II. Review of the Minutes- Vince Foster

Vince Foster presented the minutes from the February 17, 2017 Board Meeting and asked everyone to take a moment to review. Bill Kirby stated that there was not a quorum at the present time so the Board would have to delay the vote until more Board members arrived to approve the minutes. (Once a quorum was met, Laura Fair made a motion to accept the minutes, Patrick Sims seconded the motion and it passed unanimously.)

III. President’s Report- Bill Kirby

Bill reported that he had coordinated with key TVC staff members to present at the Board meetings for the remainder of the year. He explained that he wanted Board members to have a better understanding of the work that is being completed in programs at TVC. Then, he introduced Will Voss, Healthy Transitions Initiative Program Manager and asked him to share information about his program.

IV. Minute for Mission- Will Voss

Will Voss introduced himself and gave an overview of his program, the Tennessee Healthy Transitions Initiative. He explained the age group that his program reaches, the areas served, and the scope of work within his program. There was a question and answer time and Will thanked the Board for their time.

V. Treasurer's Report- Brian Taylor & Devika Kumar

Devika Kumar was unable to attend the meeting in person, but was included in the meeting via conference call. Therefore, Brian Taylor presented the financial statement ending February 28, 2017. He allowed time for review. Brian reported that there was a significant change on the balance sheet related to the property sale. He also explained that TVC currently has no liabilities since the sale of the building allowed TVC the opportunity to pay off the mortgage and the company vehicle. Rhonda Ashley-Dixon made the motion to accept the financials, Debbie Webb seconded the motion, and it passed unanimously.

VI. CEO's Report- Rikki Harris

Rikki Harris reported that the staff was settling into the new building nicely and she was very pleased with a smooth moving process. She was also glad to report that according to the updated sale analysis, TVC reached the 1 million dollar profit goal. She explained that the organization would also be saving close to \$100,000 a year due to not having a current mortgage and reduced operating expenses.

Rikki informed the Board that TVC recently learned that two grant applications were unfunded, the Joe C. Davis Foundation and the Nashville Predators. TVC applied for these grants for office furnishings for the therapy room and lobby area. She asked the Board if they had any connections to the Predators Foundation to let her or Emily know for future proposals.

Next, she reported that the CARF survey was complete and went well. She stated the surveyor was impressed with the work of TVC and its staff and was planning to recommend TVC for accreditation. TVC must now wait to hear the outcome after the CARF reviews the information provided by the surveyor. She stated that she was very proud of the hard work of the staff, especially those in the Family Connection Program.

Rikki informed the Board that TVC's current Finance Manger would be retiring at the end of May and a replacement has been hired. She explained that TVC collaborated with Kraft to find candidates and conduct interviews for this position.

She gave a quick update on the Strategic Plan and notified the Board that the organization is still on schedule according to the plan. She noted that the updated strategic planning schedule was located in their packet if they would like to review the status.

Rikki reported that TVC has several new funding opportunities in the making. One is a new contract for Family Support Providers in the courts. She explained that TVC previously had a program for FSPs in the courts and it is very important and much needed for families. Rikki mentioned a few other grant opportunities including Building Strong Brains, the Robert Wood Johnson Foundation, and Salute to Excellence. Rikki stated that TVC is also working on improving and growing the MCO contract piece of our business.

VII. Policy Committee Update- Rikki Harris

Rikki reported that the bill to end juvenile life sentences in Tennessee had been blocked for now, but stated that TVC will support it if it is brought back next year. She also informed the Board that she has agreed to participate in an interview with News 2-WKRN regarding corporal punishment in the school system affecting special education students. She will give an update if she is contacted by WKRN.

VIII. HIPAA Compliance- Anna Claire Bowen

Anna Claire reported to the Board that she is in the process of completing a HIPAA Risk Assessment in order to ensure that the organization is HIPAA compliant. She directed them to the outline in their packet and noted that the first four steps have been completed. She also informed Board members that her goal is for the organization to go paperless in terms of client records. She explained that the program staff has been working diligently to make this occur.

IX. Green Ribbon Gala Planning Committee Report- Patrick Sims

Patrick reported that the Committee had already began planning for the 2017 event and he was very pleased with the progress thus far. He stated that there are already two new sponsors totaling \$15,000, The Westin at \$10,000 and Psyche at \$5,000. He also stated that there are several asks that are already in place and many potential sponsors. Patrick informed that TVC is in the process of negotiating the contract for the event with The Westin. He expects the Committee to have projections for expenses by mid-May.

X. Marketing Report- Emily Carroll

Emily began her report by showing a PSA that was created by state partners in connection with youth and young adults from the Healthy Transitions program. After the video, she mentioned that TVC is hoping to be able to use the video at the Green Ribbon Gala.

Emily also reported on some upcoming events and funding opportunities for TVC. The first was the Belk Charity Sale taking place on April 29. She also mentioned all the activities that TVC programs were planning for Children's Mental Health Awareness Week in May. She noted that the Big Payback once again falls on the same week as Children's Mental Health Awareness Week and she will be sending more information about it soon. The Big Payback will take place on Wednesday, May 3. On May 6, Rikki, Emily, and Bill will attend the dinner for the Tom Lange Golf Tournament to accept the beneficiary donation check.

Lastly, Emily informed the Board that TVC is planning an Open House event for July 21 and the 2017 Green Ribbon Gala will be held on October 21 at The Westin.

XI. Old Business

None

XII. New Business

Bill Kirby stated that there would soon be a Board evaluation questionnaire to measure Board performance and ways to improve. He stated there would be more information to come regarding the questionnaire.

Adjourned at 12:33 pm