

**Corrections Foundation
Board of Directors Conference Call
January 17, 2018**

Attendees:

Mr. Tom Rush
Mr. Dave Mecusker
Mr. Mark Redd
Mr. Eric Hummel
Ms. Justine Patterson
Mr. Brian Wynns
Mr. Sam Culpepper
Mr. Brian Riedl

Absent:

Mr. Louie Wainwright

Proxy Vote:

Mr. Jim Williams
Ms. Lisa Miller

Staff:

Mr. Chris Akins
Ms. Sheri Logue

Mr. Rush called the meeting to order. Ms. Logue gave the invocation. Mr. Akins took attendance and Mr. Rush confirmed we had a quorum.

Ms. Miller gave her proxy vote to Mr. Rush and Mr. Williams gave his proxy vote to Mr. Culpepper.

Ms. Logue gave an overview of the revised budget which included a lower amount of income for Dog Training Programs due to the Capital City Bank Grant not being applied for this year. Also, expenses are higher due to \$280,000 in Disaster Relief Expenses. Disaster Relief expenses of \$250,000 were utilized from Employee Assistance Reserves that was in a money market account.

Mr. Rush asked if there were any questions on the budget. With no questions, Ms. Patterson made a motion to approve the revised budget, seconded by Mr. Riedl and unanimously approved.

Minimum Membership Donation Review

Mr. Culpepper gave an overview of the impact the recent hurricane had on the Corrections Foundation and the amount of assistance we were able to provide and how it is necessary for us to plan for future events. He indicated that if we had we been hit with another storm last hurricane season we might not have been able to assist at the same level and we want to establish the Disaster Relief Fund so that it is available and assistance at this level is sustainable. He stated that we have a couple of options. Either reduce the level of assistance or raise

dues in order to continue assisting at a high level. Membership dues have not been increased in 14 years. Mr. Culpepper state that he had spoken to Wardens and Regional Directors and they are in favor of a \$1 increase in order to add security to this program. Secretary Jones is aware of the impact Hurricane Irma had on reserve funds and what we have done to assist members and she is in support of the membership increase. From a business and sustainability perspective increasing membership dues is a good idea.

Mr. Riedl stated that he had spoken with staff in Region III and all are supportive of the increase. They recognize and appreciate the immediate and meaningful assistance provided following the hurricane.

Mr. Akins noted that currently 13,492 members donate less than \$2 a pay period. Mr. Wynns noted that based on Chris' calculations, .50 cent of each membership would equal \$220,000 a year that could be earmarked for Disaster Relief. At this rate the fund would be replenished and have reserves in two years. What do we do once funds are replenished, keep building the fund, increase amounts that are given, etc.? Details still need to be worked out but we want to be sure that if we do not experience disasters that we aren't just padding the account. He also voiced concern that to receive disaster relief funds employees didn't have to be members; however, for the Employee Assistance Program recipients do have to be members to receive the maximum assistance. He suggested that as we create the guidelines for the Disaster Relief Fund that we keep in mind that members are building the fund and that they should be the ones benefiting and that non-members not receive the same benefit. Mr. Rush agreed that non-members shouldn't receive the same level of assistance as members.

Mr. Rush asked if we educate staff and our members about what we do and the level at which we assist during emergencies in order to show the need for this increase? We do, and the memo that is prepared to inform staff about the dues increase does point out what membership allows us to do through the Employee Assistance Program and how much has been distributed throughout the years including the amount given this past hurricane season.

The increase in membership dues memo provides a 60 day notice to members. Those who choose to remain a member do not need to do anything, their dues will increase on March 16th. For those who do not want their dues to increase

they may opt out by using a link to access our website. Human Resource Managers will post the notice for all line staff and Regional Directors will be in touch with all Wardens with specific instructions. All Community Corrections staff will also receive an email.

Mr. Wynns noted that in a HR meeting yesterday it was announced that the increase will begin on March 2nd. Mr. Akins commented that we have pushed this date back to March 16th to provide 60 day notice and the membership increase memo will go out this week.

Mr. Wynns shared that the workforce is changing. Not as many are thinking long-term as in life insurance and donating to causes to have the benefits in place. He's concerned that more employees will choose not to be members because of the increase in membership dues.

Mr. Hummel commented that the goal among institutions is 100% participation so that when assistance is needed from the Corrections Foundation all employees can receive the maximum amount of assistance. Yes, some of the Disaster Relief recipients were not members, but that is what we do...we see a need and we help staff. The kindness of the Foundation in helping everyone who sustained catastrophic damage including loss of homes and cars has been recognized and many who were not members joined because of our helping during that difficult time.

A question was asked if there was a way we could tell who was a member and who wasn't and who has joined since receiving assistance for Disaster Relief. This can be determined but will take some time.

Ms. Patterson said that as staff in Region IV received disaster relief checks they were encouraged to join and many did. They saw that the Foundation provided help in the worst of times and they wanted to become a part of it.

Mr. Mecusker asked if we wanted to designate a percentage of each dollar to Disaster Relief? Mr. Culpepper suggested that we schedule another face to face board meeting to determine details but yes a separate Disaster Relief Fund will be set up. We also need to establish policies and procedures for requesting assistance and verifying the level of need following a disaster, requiring pictures, repair quotes, etc.

Mr. Rush mentioned that once funds are raised and the Disaster Relief Fund is in good standing we could vote to increase the amount we provide for other emergencies and critical health through the Employee Assistance Fund. Funds raised through membership will continue to benefit staff who need us.

Mr. Culpepper reminded everyone that in 2004, 4 hurricanes impacted the State of Florida. If that were to happen again we are a long way away from having the funds to assist at the same level we did in September 2017 following Hurricane Irma.

Motion made by Mr. Mecusker to schedule a meeting following the membership campaign to work out specifics of Disaster Relief Fund and percentage of membership to earmark to this fund. Ms. Patterson seconded. Passed unanimously.

Mr. Redd noted this will give us time to make specific changes after the campaign and we'll know what impact the increase has had, what funds are available and we'll be better able to make an informed decision.

Mr. Mecusker made a motion to increase the minimum dues from \$1 a pay period to \$2 a pay period effective March 16th. Seconded by Mr. Redd. Motion passed, 5 to 1.

Mr. Wynns noted that the new membership form should be provided to everyone so that the most current form is used in New Employee Orientation.

Financial Procedures

Ms. Logue introduced the Financial Procedures noting that they had not been revised since 2007 and still included our staff assistant position which we no longer have. The procedures have been previously reviewed and approved by the Executive Committee and now reflect how we conduct business.

Mr. Mecusker made a motion to adopt the revised Financial Procedures. Seconded by Mr. Culpepper and unanimously approved.

New Business

Mr. Rush noted we will have a board meeting in the middle to end of May with the location to be determined.

Mr. Akins updated the board on the bill to keep our statute from “Sunsetting” in October. Our bill passed its first committee in the House of Representatives, without comment or objection, yesterday and has several more stops. The Senate and House have asked for details which have been provided. Everything seems to be moving along smoothly.

Mr. Rush made a motion to adjourn. Justine Patterson seconded and motion passed unanimously.

Meeting was adjourned at 10:50 a.m.