

# Board of Directors - Quarterly Meeting

## February 7, 2022

### Minutes

**Date:** Monday, February 7, 2022

**Time:** 6:00-7:00 p.m.

**Location:** SPC Collaborative Labs, Tropics (Room 1-424) – EpiCenter, 13805 58<sup>th</sup> Street North, Largo

**Board members present:** Jo-Lynn Brown, Aron Bryce, Nikki Gaskin-Capehart (virtual), Gershom Faulkner, George Greer, Watson Haynes, Adam Johnson, Daniel Mageras (virtual), Liz Sembler, Mark Strickland, Irene Sullivan

**Board members absent:** Ken Burke, Deveron Gibbons, Jeff Johnson

**Ex-officio members present:** Kimberly Jackson

**SPC/ISPS Representation:** Susan Demers, Sam Jenkins, Matthew Lee, Matthew Liao-Troth, Sharon Panov

**Guests:** David Alvarez, Dan Shuey

Discussion Items	Action/Response
1. Welcome/Call to Order - Irene Sullivan, Chair	<i>Judge Irene Sullivan</i> , ISPS BOD Chairperson, called the meeting to order at 6:02 p.m.
2. Review and approval of minutes from last meeting APPENDIX A	Approval of minutes <ul style="list-style-type: none"> <li>The minutes were unanimously approved.</li> </ul>
3. Financial Report - Current Status <i>Dan Shuey, CPA</i> APPENDIX B	<p><i>Executive Director Kimberly Jackson</i> introduced new ISPS accountants from Carr, Riggs &amp; Ingram CPAs:            David Alvarez, CPA            Dan Shuey, CPA</p> <p><i>Dan Shuey</i> explained the current financial status as follows:</p> <ul style="list-style-type: none"> <li>October 2021 to January 2022 accounting is up to date.</li> <li>The Statement of Financial Position shows a cash balance of \$70,000; accounts receivable balance of \$375,000, which includes the endowment earnings for the current fiscal year. The total amount due from SPC is \$396,781. There are currently no accounts payable. Equity reflects an amount of \$36,628 net assets with donor restrictions. Net revenue is \$421,167.</li> <li>The Statement of Activity report for January shows individual donations in the amount of \$2000.</li> <li><i>Refer to Appendix B</i> <ul style="list-style-type: none"> <li>The Financial Report was unanimously approved.</li> </ul> </li> </ul>
4. Leadership Update - Matthew Liao-Troth	<p><i>Matthew Liao-Troth, Vice President, Academic Affairs</i>, provided an update regarding the transition of ISPS funds totaling 14 million from Foundation to ISPS oversight. Objective is to transfer the funds from an investment status to an operations status. Three tier approach currently being considered:</p> <ol style="list-style-type: none"> <li>Operations budget -           <ol style="list-style-type: none"> <li>Increase size to have greater impact on broader community – county, region, state</li> <li>Determine how much is needed to accomplish that.</li> </ol> </li> <li>Original state appropriations -           <ol style="list-style-type: none"> <li>Should not be invested in high-risk</li> </ol> </li> </ol>

	<p>b. Can be held in low or no-risk account</p> <p>3. Funds generated because from the original appropriations -</p> <p>a. Can be invested in high-risk investments, and at the will of the ISPS Board.</p> <p><i>VP Liao-Troth</i> added that SPC leadership is very close to having a final answer as to how this will be done in the best interest of the Institute as stewards of the funds, with respect to approval by SPC Board of Trustees.</p> <p><i>Dir. Sembler</i> asked about the expected timeline on the plan to transfer the funds. <i>VP Liao-Troth</i> responded that leadership hoped to have something for the Board within a couple of days. <i>Dir. Sembler</i> asked about the status of the current funds. <i>VP Liao-Troth</i> responded that the funds are currently in a bank account, earning no interest. <i>Chair Sullivan</i> asked if it is possible for the funds to be moved to an account to be earning interest until a plan is in place. <i>VP Liao-Troth</i> responded that Foundation is prepared to move the funds as soon as soon as possible. <i>ED Jackson</i> explained that an investment plan should be in place before transferring the funds; a special meeting will be held for that purpose once SPC leadership provides further direction. The Institute's budget draft is due to the Board by fiscal year end March 31, then will be presented to SPC Board of Trustees for final approval. <i>VP Liao-Troth</i> added that the BOT will review the budget in April. <i>Dir. Sembler</i> inquired as to how long the money has been sitting in the current account. <i>VP Liao-Troth</i> said at least a couple of months. <i>Director Dan Mageras</i> added that since it is in currently in cash, with the recent fluctuations in the market, at least it is not losing money where it is.</p> <p><i>Dir. Sembler</i> explained that the Strategic Planning Committee should have ample time to deliberately review and implement objectives once a decision has been made on the funds. She asked if the timeline is being considered with this in mind. <i>VP Liao-Troth</i> explained that the most recent draft is considering a 3-year step-up plan, providing a thoughtful transformation, long-term strategic planning – no rush. If more operational funds are needed, then ISPS can manage the investment. <i>ED Jackson</i> added, regarding the strategic plan, the current team has already begun statewide initiatives, but are limited as to what can be done with the existing team. <i>VP Liao-Troth</i> suggested that perhaps the Institute brings in outside expertise the first year, then have inside expertise secured by the second year.</p> <p><i>Director Gershon Faulkner</i> suggested clarification of the process: the Finance Committee comes up with a plan and presents to ISPS BOD. <i>ED Jackson</i> gave an overview of ISPS committees, and Board term classes. Links to document folders are provided for all committees.</p>
<p>5. Executive Director's Report</p> <p>- <i>Kimberly Jackson</i></p> <p>- <i>Sam Jenkins</i></p> <p>- <i>Matthew Lee</i></p>	<p><i>ED Jackson</i> addressed the Board and reviewed the mission of ISPS: enhance understanding, educate students and citizens, engage conversation in support of effective, solution-oriented public policy; to convene for partnerships and advocacy to educate and engage the community. The Institute is about public policy.</p> <p><i>ED Jackson</i> shared recent ISPS achievements:</p> <ul style="list-style-type: none"> <li>• Bringing all sides of political spectrum together in a productive way</li> <li>• 25 programs in 2022, supporting countless others</li> <li>• 92 community partners</li> <li>• \$41,535 raised for Autism awareness</li> <li>• 18 press mentions</li> <li>• increased visibility in social media</li> </ul>

- over 6,000 newsletter subscribers. Stakeholders include Florida College System, represents approximately 850,000 students, workforce-directed programs (a key interest of Gov. DeSantis)

*ED Jackson* shared the focus of ISPS, moving forward: who we are and what we do determines impact and outcomes, where funds should be spent and who we should focus our impact on.

The following questionnaire was provided as a board activity:

1. What does board engagement look like?  
Responses: attend and promote events; utilize board knowledge and resources; explore topics for statewide approach, more statewide interaction; utilize social media to promote; engage collaborative partners; assist with investment strategies; collaborate with staff to implement directives and goals
2. What does success look like for ISPS?  
Responses: expand ISPS brand; grow the program; student engagement; document and publish community engagement to use as resources for legislatures and others; newsletter dispatches; be a microcosm of the State, be assertive, confident, and bold; pool resources and community partners; engage with community on current issues; support SPC students and teachers, ask students for input on programming; reaching more, engaging more, covering more territory and issues
3. How might you engage differently?  
Responses: change up venues, more appealing locations; take advantage of board contacts; in-person events will provide new opportunities to contribute, engage with the public more; serving on committees

*Sam Jenkins, ISPS Project Coordinator*, provided an overview of Fall programs.

- Clean Energy in Florida, held at SPC Bay Pines STEM Center on Nov. 9, 2021. ED Jackson and Vinny Tafuro moderated conversation with Lisa Perry, Sr. Manager of Energy Services for Walmart, Inc.
- SPC Great Debate Finals (virtual) held on Nov. 16, 2021, moderated by Dean Susan Demers, student competitors from all campuses. The topic was Does the President Have the Authority to Mandate Vaccines? Members of SPC leadership served as judges.
- The US and China: International Engagement held on Nov. 18, 2021. SPC and students from Guangzhou College of Technology and Business joined online discussion of college life and cultures, including the use of social media. A promotional video of the city of Guangzhou (location of their college) was shared. SPC promotional footage was also shared with attendees. A Chinese economics professor from the university gave presentation. There were 80-90 attendees.
- ISPS Town Hall (virtual) held on Dec. 15, 2021: ED Jackson gave an overview of ISPS's mission, partnerships, and programs. A Q&A session followed.

*ED Jackson's* speaking engagements include:

- Feb. 1, 2022 – FACDL (Florida Association of Criminal Defense Lawyers) 2022 Diversity Webinar
- Feb. 11, 2022 – UF Future of Florida Summit at UF Graham Center, weeklong event
- March 1, 2022 – Kiwanis Club meeting
- April 1, 2022 – Legacy 56 Sankofa Seminar
- Interview with WFLR Sarasota

*ED Jackson* noted that in addition to these, she also has speaking engagements as part of her personal role in community activism, not directly connected to ISPS and that the Board has been made aware of these.

*Sam Jenkins* presented an overview of Spring programs. Highlights follow:

- Free Subs for Vets held on Jan. 25, 2022 – partnering with SPC Veterans Services at Gateway Subs. There were 40-50 people in attendance.
- Volunteering in the Pandemic (virtual) on Feb. 4, 2022, partnering with Florida Civic Advance, Habitat for Humanity, St. Pete Free Clinic, and YMCA
- Legislative Advocacy: Understanding and Navigating the Political Process on February 16. Partners include City of Seminole, Florida League of Cities, Seminole Chamber of Commerce; panelists include Sen Brandes, Michelle Grimsly of the Southern Group, Scott Dudley of FLC. The idea came from City of Seminole’s Vice Mayor Jim Olliver. A VIP reception followed the event.
- Haley Moss joins SPC Academic Town Hall (virtual) on Feb. 17, 2022, to discuss autism awareness with SPC faculty.
- Sea Level Rise in Florida (virtual) on Feb. 18, 2022, moderated by Christian Moriarity of SPC Ethics Department. Speakers include Sen. Ana Rodriguez, Atty. Mitch Chester, author John Englander and JP Bracker of Pinellas County. Former board member Dick Jacobs was helpful in planning.
- Pa’Lante Clearwater City Council Forum on March 1, 2022. Partners include LULAC Pinellas, Migente and InterCultural Advocacy Institute.
- The Stories of Black History in St. Petersburg to be held in March 2022 on SPC Gibbs campus. ISPS is partnering with SPC Social and Behavioral Sciences and Pinellas County Urban League to secure potential speakers Gwendolyn Reese, Rev. Watson Haynes, and Dr. Ray Arsenault.

*Sam Jenkins* presented the following 2022-2023 programming highlights:

- Political Series (Some dates TBD):
  - May 2022 - Current News with the Big-C (consortium of barrier island mayors) at Madeira Beach City Hall; partners include chambers of Treasure Island, Madeira Beach, Tampa Bay Beaches, and Amplify Clearwater. Topics include beach erosion, Surfside Condo collapse, and Red Tide.
  - Balancing the Budget with Rep. Jay Trumbell regarding Hurricane Michael recovery efforts in the Florida Panhandle. (Date TBD)
  - The State of First Responders in Florida explores current trends in the first responder industry – mental health, statewide impacts on public safety and public health. Spring date is underdetermined.
  - Fall 2022 – Healthcare Expo – ISPS will partner with Seminole Chamber of Commerce.
- Environment Series (Dates TBD):
  - Black Farmers in Florida – will include discussions with FAMU and TCC. Topic was suggested by Trustee Gibbons
  - Sea Level Rise in the Panhandle
  - Everglades Series
- Civic Engagement Series (Dates TBD):
  - Arts and Workforce – an extension of the previous discussion with SPC Dean Hubbard regarding economic impact of arts in Pinellas County that was held at James Museum.
  - Latinx Advocacy Convening - partnering with MiGente to bring Hispanic communities together to discuss how they can build their political power.

	<ul style="list-style-type: none"> <li>○ Pre-Election 2022 – Democracy and Freedom (virtual) – partnering with Ron Sachs of Sachs Media, Florida College System, Lou Frey Institute, and Before You Vote to conduct a live discussion with students.</li> <li>○ Engaging Retired Professionals in Civic Life - partnering with AARP and Florida Civic Advance.</li> <li>○ Civic Engagement and Age-Friendly Networks (virtual) - partnering with AARP and Florida Civic Advance.</li> <li>○ Connections Between Loneliness-Related Pathology and Civic Activity - partnering with AARP and Florida Civic Advance</li> <li>○ Service/Volunteering and Faith-Based Communities - partnering with Pasco Hernando State College and Florida Civic Advance</li> </ul> <p><i>ED Jackson</i> added that Florida Humanities Council is donating \$10,000 to ISPS to focus on environmental programs. Those funds will be available in April 2022.</p> <p><i>Sam Jenkins</i> presented a PowerPoint slide displaying ISPS partners for upcoming programs. <i>ED Jackson</i> added that an effort is made to develop reliable partnerships to have a statewide impact.</p> <p><i>ED Jackson</i> provided an update on Autism Award Funding efforts.</p> <ul style="list-style-type: none"> <li>• February 17, 2022 – Haley Moss presents to SPC faculty at SPC Academic Affairs Town Hall regarding autism awareness</li> <li>• March 29, 2022 – Johns Hopkins provides training for police recruit program at SPC College of Public Safety</li> <li>• April 22, 2022 – SPC Spring Training. ISPS will secure a keynote speaker on autism awareness. Former board member Laurie King suggested former professor for SPC who developed the disability policy for SPC, professor emeritus of exceptional student program.</li> </ul> <p><i>ED Jackson</i> presented a video introducing Sue Blanchard who provided an overview of her efforts to create a repository on autism awareness she is working on for ISPS, that will be housed on the ISPS website.</p> <p><i>Matthew Lee, ISPS Social Media Specialist</i> presented to the Board the following updates:</p> <ul style="list-style-type: none"> <li>• Strategies to let more people know about ISPS include the utilization of partners, speakers, and attendees sharing ISPS content which helps to gain new audiences and raise engagement; more Facebooks posts related to holidays, events, Kim’s outreach efforts including interviews; steady Instagram posts from events, Kim’s outreach efforts; efforts to reach younger audience; utilizing ISPS hashtag more often with registrants.</li> <li>• There are currently 442 total users on the ISPS website.</li> <li>• Constant Contact is one of most active in referrals for ISPS, with Florida Politics coming in second, then Facebook third most active.</li> </ul>
<p>6. New Business</p> <ul style="list-style-type: none"> <li>• BOD Resignation <ul style="list-style-type: none"> <li>○ Laurie King</li> </ul> </li> <li>• New BOD Member <ul style="list-style-type: none"> <li>○ Brett Bina</li> </ul> </li> <li>• BOD Gathering</li> </ul>	<p><i>ED Jackson</i> announced the resignation of ISPS BOD member Laurie King and thanked her for her contributions to ISPS.</p> <p><i>ED Jackson</i> presented for the consideration of the Board, potential new board member Brett Bina. Brett Bina has already been approved by Pres. Tonjua Williams, interviewed by Mark Strickland, Kimberly Jackson, and Sam Jenkins. <i>Director Mark Strickland</i> added that Mr. Bina brings a lot of knowledge of the financial arena.</p>

	<ul style="list-style-type: none"> <li>• Appointment of new board member Brett Bina was unanimously approved.</li> </ul> <p><i>Chair Irene Sullivan</i> invited board members and guests to her home for a Board gathering on February 25 at 6:00 p.m. Certain members of the community will also be invited.</p>
7. Comments	<i>Director Watson Haynes</i> recognized and commended ED Jackson for committing to meet with the Board while dealing with a very serious family situation.
8. Wrap-up and Adjournment  <i>Respectfully submitted, Sharon Panov, Recorder</i>	<p>Meeting was adjourned at 7:30 p.m.</p> <p>Next quarterly Board meeting to be held on May 9, 2022.</p>