



Juvenile Welfare Board

Investing in children. Strengthening our community.

FY27 PROVIDER TOWN HALL
JULY 24, 2026

Presenters

Karen Boggess
Interim Chief Executive Officer

Elaine Melkioty
Program Administration Director

Braxton Everett
Program Finance Manager

Megan Seales
Performance and Evaluation Director

FY27 Contract Changes

Elaine Melkioty, Program Administration Director

General Condition 2: Fiscal Responsibility

2(f): 3rd sentence - Provider must file insurance and may file FEMA claims or apply for other federal funding and shall reimburse JWB for any amounts received from these sources that have previously been funded by JWB.

Change: Provider must file insurance claims and file FEMA claims and apply for federal, state, or local funding for damages caused by the disaster and shall reimburse JWB for any amounts received from those sources that were funded by JWB.

General Condition 11: Confidential Information

2nd paragraph: The Provider shall also maintain in participant files a completed copy of the JWB-approved form for authorizing client consent to release information for each participant receiving services.

Change: The Provider shall also maintain in participant files a completed copy of the Authorization and Consent for Disclosure, Receipt, and Use of Confidential Information by the Juvenile Welfare Board of Pinellas County form for authorizing client consent to release information for each participant receiving services.

Addition: Such form must be completed prior to any participant identifiable data being submitted to JWB.

General Condition 19: Human Trafficking Affidavit

In accordance with F.S. 787.06(13), nongovernmental entity Providers must submit an affidavit under penalty of perjury in a form approved by JWB and executed by an officer or a representative of Provider attesting that Provider does not use coercion for labor or services as that term is defined in F.S. 787.06.

Eliminated: The subsection citation from F.S. 787.06(~~13~~)

General Condition 27:

Certification that Provider is legally able to contract with JWB

1st sentence: In compliance with F.S. 287.135(2)(a), a Provider is ineligible to and may not enter into a contract with JWB if the Provider is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215. 4725 or is engaged in a boycott of Israel.

Addition: In compliance with F.S. 287.135(2)(a), a Provider is ineligible to and may not enter into a contract with JWB for \$100,000 or more if the Provider is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215. 4725 or is engaged in a boycott of Israel.

Administration Reminders & Updates

Reminders

- Section III. Services:
 - Any proposed changes in service delivery must be approved in writing by JWB in advance of making those changes and program methodologies will subsequently be updated.
 - Methodologies - At all times, these need to align with job descriptions on file and program budgets.
- Attachment 4. Document Submittals:
 - External monitoring of any kind to include licensing reports and accreditation - To be submitted no more than thirty (30) calendar days following Provider receipt.
 - Incident Reports - To be submitted within one (1) business day of knowledge of any incident.

Updates

- JWB Parental Consent for Child Survey

Program Finance

Braxton Everett, Senior Program Finance Manager

Timeliness & Accuracy

- All financial reports, budgets, and budget amendments shall be submitted timely and accurately.
- A reimbursement should contain no errors (i.e. misclassified expenses, unapproved costs) and submitted timely. They are due by the last day of the month succeeding the month requested.
- Timeliness and accuracy are reported on the Financial Monitoring Report. If either is unacceptably low it will be considered a finding, and JWB will recommend that the agency develop procedures to improve timeliness and/or accuracy.
- Audits must be submitted on time, and agencies should schedule their audit field work accordingly (i.e. if your fiscal year end is 9/30, schedule field work in the fall).

Lapse

- JWB monitors program lapse and reviews programs with lapse more than 10%.
- Cost of living adjustments (COLAs) are impacted by program lapse. In FY27, a COLA was awarded to programs with FY25 lapse < 10% and were not being reduced for FY27.

Financial Policies & Procedures for JWB Funded Agencies

Continued program/agency performance metrics for FY27.
This was first published in our policies for FY26; we want to make sure this remains on the radar for FY27 forward.

Agency Level

- Untimely audit 2 consecutive years
- Significant deficiency and/or material weakness 2 consecutive years, whether repeat or new findings
- Repeat JWB recommendations on the FMR
- Other findings of noncompliance with the JWB contract (e.g. conflict of interest not signed annually)

Program Level

- Reimbursement timeliness < 75%
- Reimbursement accuracy < 66.7%
- Lapse > 10%
- Financial Monitoring Visit Sample findings > 20% of sample size
- Significant advanced technical assistance
- Greater than 3 budget amendments not meeting JWB expectations

Financial Policies & Procedures for JWB Funded Agencies

Updates to the Financial Policies and Procedures

- Leave Payout section updated to be clearer – JWB will reimburse accrued leave payout for terminated staff up to 80hrs and up to 80hrs of accrued leave for current staff once per FY if within agency's policy.
- Capital expenses – Capital assets, procured via competitive capital or purchased via lapse dollars from the normal operating budget, must be tracked.
- Unallowable Operating expenses – Items added: Direct payments to participants as incentives, international travel expenses.

FY27 Data Updates

Megan Seales, Director of Performance and Evaluation

Data Quality Manual Changes

- "Referred From" is a required field.
- Relationship to Head of Household – Previously "Biological son or daughter" or "Adopted son or daughter will be "Son or Daughter."
- Education: We standardized using "High School Graduate or GED" for similar situations and did not use "GED or High School Equivalent" for any responses.
- Clarifying all data should be entered within two weeks of occurrence or notification of the change (ex. new address).

The updated Data Quality Manual with these changes is coming out in August.
All changes are effective 10/1/2026.

Direct Data Upload (DDU) Changes

- JWB is meeting with all providers to review any changes in detail. There were minimal changes for FY27.
- Field Standardization - providers will be asked to either submit JWB-approved values or provide a crosswalk that maps values from their system to JWB's preferred values.
- Referred From (Episode file) - the Referred From field will become a required field beginning in FY27.
- Site ID (Services file) - Beginning in FY27, Site IDs submitted through DDU files must correspond to the sites approved and associated with the program.
- All changes are effective 10/1/2026.

Consent Reminders

- It is the provider's responsibility to obtain a completed *Authorization and Consent for Disclosure, Receipt, and Use of Confidential Information by the Juvenile Welfare Board of Pinellas County* prior to releasing data to JWB.
- Missing *Authorization and Consent for Disclosure, Receipt, and Use of Confidential Information by the Juvenile Welfare Board of Pinellas County* for participants may result in a review of an expanded sample/or all participant files.
- Continued challenges result in performance action including, but not limited to, a letter of noncompliance, performance improvement plan, and corrective action plan.
- For applicable programs, a special condition has been added requiring the *Authorization and Consent for Child's Survey Participation and Related Collection of Personal Information by the Juvenile Welfare Board of Pinellas County*. This must be completed prior to administering surveys to youth.

Accurate and Timely Data is Required

What does this mean for you?

- Data must be submitted on time and accurately.
- More data validations are in place, both in JWB Flex and Direct Data Uploads.
- Incomplete data will not be accepted.
- Program results will only include data submitted on time and complete.
- Failure to meet data requirements may result in performance action including, but not limited to, a letter of noncompliance, performance improvement plan, and corrective action plan.

FY26 Data Deadline

- All FY26 data must be completed in JWB Flex, submitted via direct data uploads or SharePoint, by close of business (5PM) Friday, October 9, 2026.
- Late data will not be accepted and will not be included in final reporting.

Thank You

QUESTIONS?