



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

DATE: July 22, 2024

TO: Community Based Care Lead Agency CEOs

FROM: Kate Williams, Assistant Secretary for Child and Family Well-Being
Chad Barrett, Assistant Secretary for Administration

K. Williams
CB

SUBJECT: Executive Salary Compensation Guidelines

PURPOSE: The purpose of this memorandum is to provide guidance regarding updates to the executive salary compensation guidelines pursuant to the passage of Chapter 2024-183, Laws of Florida (HB 7089).

BACKGROUND: Effective July 1, 2024, s. 409.992 F.S., outlines that a community-based care lead agency administrative employee may not receive a salary, whether base pay or base pay combined with any bonus or incentive payments, in excess of 150 percent of the annual salary paid to the secretary of the Department of Children and Families from state-appropriated funds, including state-appropriated federal funds. This limitation applies regardless of the number of contracts a community-based care lead agency may execute with the Department. This does not prohibit any party from providing cash that is not from appropriated state funds to a community-based care lead agency administrative employee.

ACTION REQUIRED: Please share this memorandum with all staff and system partners who may be impacted. Agencies should submit all associated financial documents to confirm compliance to the Office of Financial Accountability by July 31, 2024, and annually thereafter.

CONTACT INFORMATION: If you have any questions or need clarification regarding this memorandum, please contact Chad Barrett, Assistant Secretary for Administration, at Chad.Barrett@myflfamilies.com.

cc: Community Directors
Office of Financial Accountability
Contract Management