

BOARD OF DIRECTORS
March 26, 2015 BOARD MEETING

Board Members in Attendance: Mr. Stockton Whitten, Board Chair, Mr. Eric Smith, Board Vice Chair, Mr. Mark Peterson, Ms. Kathleen Rich-New, Dr. Greg Howes, Ms. Brooke Deratany-Goldfarb, and Ms. Andrea Betting

Board Members Absent: Mr. Samuel Gutierrez, Treasurer, Ms. Christa Bailey, and Ms. Paula Creed-Smith

Others in Attendance: Dr. Patricia Nellius, Ms. Debbie Davidson-Cook, Sr. Executive of Compliance, Mr. James Carlson, Sr. Executive of Administration, Ms. Laurie Anna Blackburn, Board Liaison, Ms. Osha Goodwin, Brevard C.A.R.E.S. Board Liaison. Also in attendance were: Ms. Debbie Dorfman, BFP, Ms. Amy Moseley, BFP, Ms. Patrice Grier, BFP, Ms. Teresa Miles, CHS, Ms. Christie Brady, IMPOWER, Kathie Yokly, IMPOWER, Lisa Peyton, IMPOWER, Sabrina Dittermer, guest of IMPOWER, Ms. Lisa Kroger, Devereux, Ms. Amy Matt, Devereux and Ms. Debbie Morgan, DCF, Mr. Wen Wang, Moss, Krusick and Associates and Mr. Ed Moss, Moss, Krusick and Associates.

Mr. Whitten opened the meeting, welcomed and thanked everyone for attending the March 26, 2015 Board of Directors meeting.

Mr. Whitten then requested all to state their names for the record.

Motion: Ms. Kathleen Rich-New moved to approve the agenda. This was seconded by Mr. Mark Peterson and the motion was passed unanimously.

Mr. Whitten then reminded members that if they had a conflict of interest to please complete the Conflict of Interest form (available at meeting) and provide it to Ms. Laurie Anna Blackburn.

Mr. Whitten asked Dr. Nellius to introduce our board guests.

Dr. Nellius shared that March is National Social Work month and the agency has held a series of activities to recognize our child welfare professionals at IMPOWER and Brevard C.A.R.E.S. She asked Ms. Peyton, Chief Operating Officer of IMPOWER to share some of their progress and work with families. Ms. Peyton thanked the board, and then introduced Kathy Yokley Dependency Care Manager Supervisor, Christie Brady, Dependency Care Manager, and Sabrina Dittermer their special guest and mother who shared her story and experience with care management. Ms. Yokley introduced herself as the care manager supervisor for unit 433 and said she began working with Ms. Dittermer in September 2014, and has had the opportunity to see her successfully transition through the program. Ms. Brady then shared Ms. Dittermer initially came into the program a few years ago and re-entered the program in September. She added that Ms. Dittermer would like to share her past and present experience with care management staff and her success story overcoming her drug addiction. Ms. Dittermer introduced herself as a recovering addict, a single mother of a one year old son and a three year old daughter who she lost custody of to her parents nine months after she was born because of her addiction that began through prescription pain medication. She shared that when DCF removed her daughter from her home she was assigned to case management and at that time the case manager was not always available to assist Ms. Dittermer through her struggles. After her son was born she relapsed with her drug addiction and DCF removed her son from her care and re-assigned her to IMPOWER. She attended a Detox for women for 118 days and attributes her recovery success to Kathy Yokley's support and guidance during her treatment program. She was then reunified with her son and they were transitioned in January 2015 to Sally's House where they will stay until September. She expressed her appreciation to Christy Stowers and IMPOWER for their support and guidance throughout her struggles. She thanked the board for allowing her to share her story. The board thanked her for sharing.

Ms. Peyton added that Ms. Yokley and Ms. Brady are part of one of the four substance abuse units that have received specialized training. The agency has designed work plans specifically for relapse prevention as part of the recovery process which is a new addition as a result of the CMA transition.

Mr. Whitten then asked Dr. Nellius address recognitions.

Dr. Nellius shared that the agency relies heavily on Ms. Debbie Dorfman for her subject matter expertise in data and utilization management. She then congratulated Ms. Dorfman on her 10 years with the agency and asked Ms. Davidson-Cook to present Ms. Dorfman with her award.

Ms. Davidson-Cook shared that Ms. Dorfman is the Director of Utilization Management and she has had the pleasure of working with her for 5 years. She then commended Ms. Dorfman on spearheading an initiative resulting in the implementation of the Mindshare automated authorization and referral system. She then shared that the agency also relies on Ms. Dorfman's artistic talents to make things look nice. Ms. Davidson-Cook then presented Ms. Dorfman with her 10 year award and a picture was taken.

Motion: Ms. Deratany-Goldfarb moved to approve the February 26, 2015 board meeting minutes. This was seconded by Ms. Rich-New and the motion was passed unanimously.

Consent Agenda:

Mr. Whitten directed board members to see Ms. Davidson-Cook with any question with regard to the March Data Report.

CEO Board Report:

Dr. Nellius began by introducing Ms. Amy Matt, regional director at Devereux who has been assigned to Brevard to manage the Child Placing Agency Contract during the Cure period. She then introduced Ms. Lisa Kroger, regional director of Devereux and welcomed them to the board meeting.

She then reported March is National Social Work month and the agency has been recognizing child welfare professionals on Face Book. A luncheon was also held at the Central and South Care Centers in honor of IMPOWER and Brevard C.A.R.E.S. staff for their hard work and dedication.

Dr. Nellius then congratulated Mr. Whitten for being the recipient of the prestigious 2015 Brevard Walk of Fame Award. She then congratulated Mr. Smith and Ms. Holmes for their nominations and recognitions.

Dr. Nellius was pleased to announce that she had the privilege to attend the Brevard Bar Foundation Annual Award event to share express her gratitude for their generous contribution to BFP. She shared that the Brevard Bar Foundation has made a great impact on the nonprofit community and thanked Ms. Deratany-Goldfarb for the invitation and for her leadership within the organization. .

Dr. Nellius then reminded the board that Dr. Howes, Brooke Deratany-Goldfarb, and Ashley Carraro will be attending the 2015 Ready By 21 National Meeting held on March 31 – April 2, 2015 in New Orleans. The meeting offers opportunities to observe some of the best practices around the country to ensure our young people are connected to the community and stable by the time they reach 21.

She then shared Moss, Krusick and Associates will be here to present the annual audit later on in the agenda.

Dr. Nellius then announced April is National Child Abuse Prevention Awareness month. She listed the following activities and asked if anyone is interested in attending the CAPTF awards breakfast to please RSVP to Ms. Blackburn. .

- A proclamation reading at Squid Lips on March 28th at 5:00 – 8:00 p.m.
 - Location: Squid Lips Overwater Grill
1477 Pineapple Avenue, Melbourne *activities will occur outside on the beach area
 - Activities: 5:00 Dinner (5% of food sales donated to CAPTF from 5:00 to 8:00 p.m.)
5:30 Children's activities & 50/50 raffle
6:30 Proclamation reading
- April 2, 2015: Reading of the Child Abuse Prevention Proclamation and pinwheel planting will occur at the Brevard County Viera Courthouse at 12:00 pm

- The CAPTF Breakfast awards April 30, 2015 at the Suntree Country Club at 8:30 am

Dr. Nellius then shared BFP will be hosting a delegation team to attend Children's Week in Tallahassee from April 13-15th. They include: Jim Carlson, Patricia Nellius, Christa Bailey, Tracey Kinsley, LaChrista Jones, Danielle Santiago, Stephanie Strodman, Robin Whiting, Shennelle Robertson and Jessica Miles. She asked if anyone is interested in attending to contact her to determine if there is availability.

Dr. Nellius reported on March 4, 2015, Kimah Burrell tendered her resignation at Brevard C.A.R.E.S. and was pleased to announce that Debbie Davidson Cook has agreed to serve as the Interim Executive Director while we work with the C.A.R.E.S. Board to fill the vacancy. She thanked Ms. Davidson-Cook for her willingness to serve.

Dr. Nellius then said in partnership with Brevard County Government and under Mr. Carlson's leadership, Ms. Secor and program support staff are preparing a submission for the Dependency Drug Court grant that will expand capacity of families who enter the dependency system due to substance abuse to fund the drug court initiative. .

Dr. Nellius said the 2014 Annual Report is in final draft and she expects to have it available for review at the April Board meeting.

Dr. Nellius reminded the board that the CEO annual performance evaluation is due to be presented at the May Board meeting. She noted that a blank evaluation form is located in the board binder and Ms. Blackburn will send an electronic copy of the blank evaluation form, the CEO Self Evaluation, along with the supplemental documentation, in addition to posting all documents on board portal.

Action Item: The board members will complete an evaluation and return it to Ms. Blackburn by April 14th to be aggregated.

Dr. Nellius shared that the 10th Anniversary activities and planning are progressing nicely and Mr. Carlson will fill the board in with more detail later on in the agenda. She added she was pleased with the tremendous community support and praised Ms. Deratany-Goldfarb for leading and expanding the Gala committee. She was happy to share BFP has received \$51,100 towards our \$100,000 goal.

Dr. Nellius provided an update on the initiatives under the redirection of the NCFIE: First: the first annual Wraparound Training Certification Institute will launch in May 2015. Currently there are 14 registrants, with 6 slots available. As national recognition is attained, the goal is to increase to a maximum capacity of 50 participants. Second, the planning for the 2016 National Wraparound Conference is underway and Dr. Nellius stated she is confident that the revenue plan in place will build financial sustainability. Third, Dr. Karen Shmukler has been approved for a seat on the NCFIE board and with John Franz and Dan Naylor that makes three national Wraparound experts serving on the board. Ms. Rich-New was pleased to report that the magnitude of the board with the three national experts, who are pioneers in Wraparound, will serve as a driving force under the redirection of the NCFIE.

Dr. Nellius concluded her report by saying she will address the remaining items in her board report during the executive session immediately following the board meeting.

Ms. Deratany-Goldfarb provided a status update on the 10 Anniversary Gala scheduled for October 24th at the Hilton Rialto saying that the committee would like to put on a show rather than hold a silent auction to raise contributions towards the endowment fund. The planning committee is looking for teams to perform their favorite act and the team will commit to raising \$5,000. She asked that anyone wishing to participate to contact her or anyone on the Gala committee.

Mr. Whitten then referred to Ms. Davidson-Cook for the Brevard C.A.R.E.S. report.

Brevard C.A.R.E.S Report:

Ms. Davidson-Cook shared that April is Child Abuse Prevention month and said resource packets will be distributed to our local network of providers. She then spoke about the several activities planned throughout the month and invited the board to attend the Annual Child Abuse Prevention Task Force Breakfast to be held at the Suntree Country Club April 30th at 8:30am

Ms. Davidson-Cook said during the next 90 days she will serve as the Interim Executive Director working with staff to conduct an assessment of the program, identifying efficiencies, examining current systems and processes and making recommendations to streamline functions. She then said she will be sharing her findings to the C.A.R.E.S. Board of Directors. Dr. Nellius added that as the Sr. Executive of Compliance, it is a perfect opportunity for Ms. Davidson-Cook perform a third party review assessing the organizational alignment and identify the gaps since Brevard C.A.R.E.S. has expanded considerably since the last assessment Ms. Davidson-Cook performed back in 2008. Dr. Nellius added that Brevard C.A.R.E.S. began as a single prevention and diversion program and it is critical to ensure that the public understands Brevard C.A.R.E.S. is the national replication program offering the High Fidelity Wraparound certification and all other programs are a division of the agency.

There were concerns raised with regard to the number of cases per care coordinator and the increase in caseloads with a decrease in the length of participation. Ms. Davidson-Cook said she had pulled the data integrity reports and reviewed the results with staff to determine the number of cases open and receiving services and looking to define the opening and closing process for assigned cases. Reports will be pulled monthly to analyze the caseloads. Dr. Nellius added with the expansion of C.A.R.E.S. a quality assurance team may need to be implemented to help assess and analyze the status of a cases coming into care. Dr. Nellius then shared as the result of the new Safety Decision Methodology, there is an increase in sheltered children with a decrease in referrals to C.A.R.E.S. and those that are referred to C.A.R.E.S. are still under investigation status with the intent to mitigate the risk before sheltering the children which attributes to the decrease in the length of participation.

Mr. Whitten then moved to the Legislative Report and asked Mr. Carlson to provide an update.

Mr. Carlson reported that the House and Senate have released their budgets and the one time appropriations for \$1.3 million for Brevard C.A.R.E.S. has been included the House budget and advocate Ms. Dixie Sansom has been speaking with senate staff and confirms it will be included in the Senate budget. He then said the House and Senate have funded \$13 million for the risk pool to offset additional funding needed by CBC's for systems of care in crises due to a large increase of children coming into care. Mr. Carlson spoke about the equity allocation formula saying the CBC's and FCC have been collaborating and proposed to the House and Senate a new equity allocation model where money is no longer transferred from one System of Care to another, more modern drivers are used to measure workloads, 20% of all new money would be allocated to all CBC's and 80% of new money would be allocated to all Systems of Care considered underfunded. The House recommends using the current model in effect with a core funding allocation rate of 5% versus 10%. The Senate proposes to keep the Systems of Care from losing money, yet the allocation model they proposed would reduce funding from \$800K to \$300K. He then shared MaryAnn Sterling has testified before the legislative committee advocating for the proposed statute to increase grandparents visitation rights. Mr. Carlson was asked why the Senate is not considering the FCC's recommendations for the new EAF funding model. Mr. Carlson stated during a recent legislative call it was disclosed by certain senate staff members that historically the FCC presented changes to the EAF without the consensus of the CBC's.

Mr. Whitten then asked Mr. Carlson to provide an update on the 10th year anniversary planning.

Mr. Carlson reported during the month of March the agency has been recognizing IMPOWER and Brevard C.A.R.E.S child welfare professionals and front line family support workers on Face Book and a luncheon was held in their honor on March 18th at the Central and South Care Centers. He then shared the following upcoming events:

- Thursday, April 24th at 11:30 a luncheon will be held the Central Care Center Rockledge for BFP staff. All board members are welcome to attend.
- Saturday, May, 2, we will be recognizing caregivers and foster children at the Space Coast Stadium with a carnival party in the parking lot and those who rsvp will receive tickets to attend the baseball game

Mr. Carlson acknowledged board members for their participation and extended his thanks to Mr. Whitten for his support in coordinating the use of the Space Coast Stadium.

Financial Report:

Mr. Carlson referred the board members to the financial graphs in their binders and reported Case Management is under budget for the month of March and Out Of Home care remains above budget due to the 20% increase in the number of children in care since September 2014. He then reported the adoption subsidy remains in a deficit and will be fully funded in 2015. The total expenditures for the month fall under the amount funded from DCF, and the deficit that occurred at the beginning of 2015 has been satisfied.

Mr. Whitten then moved to the Audit Presentation by Moss, Krusick and Associates

The Consolidated Financial Statements for June 30, 2014 were distributed to all attendees. Mr. Ed Moss, presenter, reviewed the statement highlights as follows:

- Page 1: Independent Auditors Report – The audit report was written fairly and in accordance with general accounting principles, with no negative findings and is the best opinion that can be given.
- Page: 3: Consolidated Statement of Financial Position - He then reviewed the Assets, Liabilities and Net Assets pointing out the Unrestricted funds saying this disclosure is typical of a Community Based Care Balance Sheet.
- Page 4: Consolidated Statement of Activities – The Revenues and Support Less expenses show a loss in net assets for FYE 2014 attributed to the funding cost associated with the case management transition.
- Page 5: Consolidated of Statement of Functional Expenses – The report further breaks down the Program Services expense, Management and General Expense.
- Page 6: Consolidated Statement of Cash Flows – The cash balance is running negative by one month worth of operating expenses which is normal for a CBC who receives funding from grants.
- Page 10: The income taxes summary was edited in 2014 to include the income tax disclosure: There were no uncertain tax positions that would have a material impact on the financial statements of the organization. No Subsequent events have been recognized or disclosed at the time the statements were available to be issued. Cash and Cash equivalent required disclosure added for the custodial credit risk and the repurchase agreement with custodial bank.
- Page 14: Note J refers to future liabilities as of June 30, 2014
- He then reviewed the additional supplemental information on Pages 21, 23, 25 and Page 27.

He ended his report by saying the audit went smoothly and thanked everyone for their support during the audit.

Motion: Ms. Deratany-Goldfarb moved to approve the June 30, 2014 Consolidated Financial Statements as presented. This was seconded by Ms. Rich-New and the motion was passed unanimously.

Mr. Whitten moved to the contract monitoring report.

Ms. Davidson-Cook introduced Amy Mosley, Director of contracts and compliance. Ms. Mosley shared that the presentation is a brief summary of the contract monitoring process and the comprehensive report is located on the board portal. She then referred to her PowerPoint presentation and said as part of the contract monitoring process BFP performs an onsite visit annually and areas for review are provider specific using a monitoring scope determination tool. She then reviewed the performance measures for the Child Placement Agency and top providers for the current Fiscal year to include a side by side comparison of the preceding two years.

Mr. Whitten reminded the board that the CEO evaluation tool is available on the board portal and is due to Ms. Blackburn by April 14, 2015.

Due to the Memorial Day Holiday, Dr. Nellius then asked the board if they would like to move the May meeting to June 4, 2014. The board agreed to keep the meeting scheduled for May 28, 2015.

Mr. Whitten then asked Dr. Nellius to report on the strategic plan goal.

Strategic Plan Goal 5:

PREVENTION - Build an aggressive, front-end prevention and diversion program.

OBJECTIVE

Expand prevention services to divert children from case management and out-of-home care.

STRATEGIES

5b. Promote use of Brevard C.A.R.E.S., mobile response, and other prevention services by Child Protective Investigation staff

ACTION PLAN

Implement Georgetown's Crossover Youth Practice Model (CYPM) to divert youth engaged in or at risk of entry into care as a result of delinquent behaviors and to identify and prevent those in care from being arrested. April 1, 2015 Brevard C.A.R.E.S. will be launching a new intensive safety management diversion program to allow children at risk to remain at home.

Mr. Whitten asked if there were any public comments and none were expressed.

Mr. Whitten reminded the board that there will be an Executive Session immediately following the board meeting.

Mr. Whitten then asked board members to wear their new BFP board member badges when they are out attending community meetings.

Dr. Nellius commended Mr. Carlson and Ms. Simmons for an outstanding job working with the auditors.

Motion: Ms. Deratany-Goldfarb moved to adjourn. This was seconded by Dr. Howes and the motion was passed unanimously.

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved at the April 23, 2015 Board of Directors Meeting