

BOARD OF DIRECTORS
January 28, 2016 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. Stockton Whitten, Board Chair, Mr. Eric Smith, Vice Chair, Dr. Greg Howes, Treasurer, Ms. Kathleen Rich-New, Ms. Brooke Goldfarb, Mr. Mark Peterson, Ms. Barbara Loftus, Ms. Ruth Long, Ms. Catherine Wright, and Ms. Andrea Betting.

Board Members Absent:

Others in Attendance: Dr. Patricia Nellius, Mr. Bill Bucher, Sr. Executive of Strategy, Ms. Debbie Davidson-Cook, Sr. Executive of Compliance, Mr. Jim Carlson, Sr. Executive of Administration, Ms. Valerie Holmes, Sr. Executive of Programs, Ms. Laurie Anna Blackburn, Board Liaison. Also in attendance were: Ms. Phebe Powell, Brevard C.A.R.E.S., Ms. Tracey Kinsley, BFP, and Ms. Jennifer Secor, BFP.

Mr. Whitten opened the meeting, welcomed and thanked everyone for attending the January 28, 2016 Board of Directors meeting.

Mr. Whitten then asked all to state their name for the record.

Mr. Whitten then asked for a motion to reorganize the CEO Board Report, NCFIE Board Report, the Brevard C.A.R.E.S Board and Data Reports under to the Consent section of the agenda.

Motion: Ms. Kathleen Rich-New moved to approve the CEO Board Report, NCFIE Board Report, the Brevard C.A.R.E.S Board and Data Reports be relocated to the consent section, then approve the January 28, 2016 agenda as revised. This was seconded by Dr. Howes and the motion 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. Blackburn. No conflicts were presented.

Motion: Ms. Goldfarb moved to approve the December 3, 2015 draft minutes after changing the word from access to excess in the first paragraph on page 5. This was seconded by Ms. Betting and the motion passed unanimously.

Mr. Whitten then moved to the Executive Team and Staff recognitions.

Dr. Nellius began by presenting Mr. Whitten with an acrylic wall mount of the front page article of the interview he and herself had with Brevard Business News. She then thanked Mr. Whitten for serving as the Board Chair and for his many years of continued service on the Brevard Family Partnerships Board of Directors.

Dr. Nellius then presented Ms. Goldfarb with a perfect attendance award and commended her for her outstanding dedication and commitment to the agency.

Dr. Nellius presented Mr. Bucher, Sr. Executive of Strategy with a framed certificate for his outstanding leadership and management of the Child Placing Agency Transition and Case Management Agency Support and Enhancements.

Dr. Nellius presented Ms. Davidson-Cook, Sr. Executive of Compliance with a framed certificate for her outstanding leadership and management of the Mindshare Technology Platform development, Pathway to Excellence system enhancements and the COA accreditation process.

Dr. Nellius presented Mr. Jim Carlson, Sr. Executive of Administration with a framed certificate for his outstanding leadership and management of the Decade of Difference 10th Anniversary Events, Legislative Leadership and Advocacy.

Dr. Nellius presented Ms. Holmes, Sr. Executive of Programs with a framed certificate in recognition of her outstanding leadership and management of the transition of the Child Placing Agency Foster Home Management to BFP and the design and implementation of the Safety Management Services.

Dr. Nellius presented Ms. Blackburn, Executive Assistant with a framed certificate for her outstanding executive support to herself, the Executive Team and the BFP and NCFIE Board of Directors.

Mr. Carlson then presented Ms. Secor, Sr. Director of Advancement with a framed certificate for her outstanding development and integration of a unified development plan that resulted in our first successful campaign of the Decade of Difference 10th Anniversary Gala and Events.

Mr. Whitten presented Dr. Nellius, CEO with a framed certificate for making a Decade of Difference through her exemplary leadership, outstanding dedication and commitment greatly impacting our community and changing the lives of our most vulnerable citizens.

Motion: Ms. Kathleen Rich-New moved to approve the Board Self Evaluation Review be presented at the February 25, 2016 Board meeting. This was seconded by Dr. Howes and the motion passed unanimously.

New Business

Financial Report:

Mr. Carlson then directed the members to the December Statement of Revenue and Expenditures and reported on the month end variances highlighted in yellow. Dr. Nellius commended Ms. Holmes and her staff for working diligently to significantly reduce the monthly out of home care expenditures. Mr. Carlson then shared that the agency continues to overspend in excess of the budget and a Notice of Intent has been submitted to DCF for Risk Pool funds to cover the projected deficit. Dr. Nellius reminded the board she had provided and reviewed the Risk Pool Application (RPA) submission process, timeline and letter of intent with them.

She then reported there is good news and bad news with regard to the Notice of Intent. The Notice of Intent was so compelling DCF will bypass the 45 day review period and accelerate the timeline for the RPA submission and site visit.

She then added that the Executive team will be working diligently on the application for submission within the next two weeks and she expects to receive word by the middle of March and if approved, funding by May or June.

Mr. Whitten then directed board members to the resignation letter from Board Member Ms. Paula Creed-Smith. He then thanked Ms. Creed-Smith for serving on the BFP Board and for her community service.

Mr. Whitten then directed board members to the Annual Board Donation Form provided and asked that they consider donating personally and to facilitate donations through their networking efforts. He then asked the board to complete the form and return it to Ms. Secor at their first opportunity.

Mr. Whitten then proposed the following motions for board approval:

Motion 1: Ms. Rich-New moved to approve Mr. Eric Smith serve as the BFP Board Chair beginning January 29, 2016 for a two (2) year term. This was seconded by Ms. Loftus and the motion passed unanimously.

Motion 2: Mr. Smith moved to approve Dr. Gregory Howes to serve as the BFP Board Vice Chair beginning January 29, 2016 for a two (2) year term. This was seconded by Ms. Betting and the motion passed unanimously.

Mr. Smith then proposed the following motion for board approval:

Motion 3: Ms. Loftus moved to approve Mr. Stockton Whitten to serve as the BFP Board Treasurer beginning January 29, 2016 for a two (2) year term. This was seconded by Ms. Long and the motion passed unanimously.

Mr. Whitten then proposed new terms for members whose terms have expired:

Motion 4: Dr. Howes moved to approve Ms. Kathleen Rich-New for a two (2) year renewal term beginning January 28, 2016. This was seconded by Ms. Betting and the motion passed unanimously.

Mr. Whitten then proposed the following motions for new board member terms:

Motion 5: Ms. Rich-New moved to approve Ms. Ruth Long for a three (3) year term beginning January 28, 2016. This was seconded by Ms. Loftus and the motion passed unanimously.

Motion 6: Dr. Howes moved to approve Ms. Catherine Wright for a three (3) year term beginning January 28, 2016. This was seconded by Ms. Betting and the motion passed unanimously.

Motion 7: Ms. Wright moved to approve Ms. Barbara Loftus for a three (3) year term beginning January 28, 2016. This was seconded by Ms. Betting and the motion passed unanimously.

Motion 8: Dr. Howes moved to launch the Marketing Subcommittee. This was seconded by Mr. Smith and the motion passed unanimously.

Motion 9: Dr. Howes moved to approve Ms. Catherine Wright to serve as the Marketing Subcommittee Chair and the Vice Chair will be selected by the members of the committee. This was seconded by Mr. Smith and the motion passed unanimously.

Ms. Betting agreed to serve on the Marketing Subcommittee. Ms. Kinsley is the assigned staff member.

Motion 10: Dr. Howes moved to launch the Risk Mitigation Subcommittee. This was seconded by Ms. Betting and the motion passed unanimously.

Motion 11: Dr. Howes moved to approve Ms. Barbara Loftus to serve as Chair of the Risk Mitigation Subcommittee and the Vice Chair will be selected by the members of the committee. This was seconded by Ms. Betting and the motion passed unanimously.

Dr. Nellius added that Mr. Mark Peterson volunteered to serve as Vice Chair of the Risk Mitigation Subcommittee and Ms. Debbie Davidson-Cook and Ms. Patrice Grier are the staff members assigned.

Mr. Whitten asked Board Members to consider on which committees they would like to serve.

ACTION ITEM: Ms. Blackburn will send a list of subcommittees and vacancies to Board Members for their review.

Motion 12: Ms. Rich-New moved to change the committee Name from Fund Development to Donor Relations and Civic Engagement Subcommittee. This was seconded by Ms. Loftus and the motion passed unanimously.

Motion 13: Ms. Rich-New moved to approve Ms. Ruth Long to serve as Chair of the Donor Relations and Civic Engagement Subcommittee and the Vice Chair will be selected by the members of the committee. This was seconded by Ms. Loftus and the motion passed unanimously.

Ms. Secor asked if the community can serve on any of Board Member Subcommittees. Dr. Nellius shared that the Auxiliary Board Policy and Procedures outline the process for forming an auxiliary committee to serve the Board Subcommittee.

Mr. Whitten volunteered to serve on the Donor Relations and Civic Engagement Subcommittee. Ms. Secor is the assigned staff member.

Dr. Nellius shared that the Feasibility Committee was originally formed to review the viability of a merger between BFP and Promise.

Dr. Nellius shared that The RFI committee was formed to strategically review and plan for the 18 month procurement process to win the DCF contract.

Mr. Whitten added that neither of the aforementioned subcommittees are active and asked for a motion to disband.

Motion 13: Ms. Rich-New moved to approve to disband the Board Feasibility Subcommittee. This was seconded by Mr. Smith and the motion passed unanimously.

Motion 14: Ms. Rich-New moved to approve to disband the RFI Subcommittee. This was seconded by Mr. Smith and the motion passed unanimously.

Dr. Nellius briefed the board on the functions of the Board Governance Subcommittee, and then suggested since the board officers meet on a regular basis, they would serve as the Executive Committee and absorb the functions of the Board Governance Subcommittee and endorse any recommendations to submit to the full board.

Motion 15: Ms. Betting moved to approve to the Board Chair, Board Vice Chair and Treasurer serve as the Executive Committee and absorb the functions of the Board Governance subcommittee. This was seconded by Ms. Wright and the motion passed unanimously.

Dr. Nellius is the assigned staff member.

Ms. Holmes addressed Strategic Plan Year 3 - Goal Independent Living 8e

Engage schools and increase the number of youth receiving high school diplomas or GEDs.

Compliance: Contracts language regarding educational certificate attainment will be placed into contracts with group homes.

Update: Our performance has improved in this area; current performance is 84.3% and the state target is 80%. This is the percentage of young adults in foster care at age 18 who have earned a high school diploma or GED or are enrolled in a secondary education. Previous performance was 74.2.

Adoption update: Currently 31 have been finalized and 11 are scheduled for February.

Public Comments:

Dr. Nellius announced on February 12, 2016 the NCFIE will host its 3rd Annual Brevard Youth Thrive Summit (Trauma Informed Care, TIC) at Heritage Isles. The youth café will take place the evening before with three keynote speakers who were former foster youth who have become very successful and share their inspirational stories with the youth. The youth are asked three questions and their responses are shared with community members attending the Summit to strategize and facilitate ways to meet their expressed needs. She shared it is an inspiring event and asked board members to consider attending.

Mr. Carlson then shared Ms. Ashley Carraro has been nominated for the Eckerd Walk of Fame and the event will be held on March 12, 2016 at the Radisson Hotel. Save the date will go out to board members.

Mr. Whitten with consensus adjourned the meeting.

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved at the February 25, 2016 Board of Directors meeting.