

BOARD OF DIRECTORS
MARCH 27, 2014 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. Stockton Whitten, Board Chair, Mr. Eric Smith, Board Vice Chair, Ms. Christa Bailey, Mr. Mel Broom, Reverend Dan Walker, Ms. Kathleen Rich New and Ms. Brooke Deratany-Goldfarb.

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

Others in Attendance: Dr. Patricia Nellius, Mr. Jim Carlson, COO, Ms. Valerie M. Randall, Chief Personnel & Administrative Officer, Ms. Debbie Davidson Cook, Chief Compliance & Utilization Officer, Mr. Geo Ropert, Director of Communications, Ms. Patrice Grier, Staff Attorney. Ms. Rita Elkins, Director of Development and Ms. Laurie Anna Blackburn, Executive Assistant. Also in attendance were Ms. Dwana Mitchell, Brevard C.A.R.E.S. consumer, Ms. Pamela Moseley, Brevard C.A.R.E.S. consumer, Ms. Valerie Holmes, Executive Director, Brevard C.A.R.E.S., Ms. Heather Howlett, Brevard C.A.R.E.S., Ms. Amanda Richards, Brevard C.A.R.E.S., Mr. Tracy Little, Brevard C.A.R.E.S. Ms. Michelle Scott, CHS, Ms. Wanda Arocho, Devereux and Ms. Debbie Morgan, DCF.

Mr. Whitten opened the meeting and welcomed and thanked everyone for attending the March 27, 2014 Board of Directors meeting.

Mr. Whitten then requested a motion to approve the agenda with the need to adjust the order to allow guests to leave to go to work.

Motion: Ms. Rich New moved to approve the agenda with a change in the order of guests. This was seconded by Mr. Broom and the motion was passed unanimously.

Mr. Whitten then asked Ms. Holmes to introduce the guests. Ms. Holmes shared it was an honor and privilege to have two (2) special families in attendance to share their stories and she asked Mr. Little to introduce the first guest. Mr. Little introduced Ms. Pamela Moseley and she addressed the board. She explained that she and her son drove to Florida with other family members and the arrangement did not work well. She shared that she and her son became homeless and that she was put in contact with Brevard C.A.R.E.S. She stated that she met with Tracy Little and Amanda Richards and that their support of her and her son was overwhelming. Ms. Moseley indicated that she and her son were now in transitional housing and that she also has a job and that she considers Brevard C.A.R.E.S. her family. She expressed gratitude and appreciation to the team for its constant support to help her and her son and how very grateful she is. The board gave Ms. Moseley a round of applause.

Mr. Little then introduced Ms. Dwana Mitchell to share her story. Ms. Mitchell indicated she is so grateful to be here today. She commented that a friend of hers surrendered her parental rights to her daughter and Ms. Mitchell asked if she was aware of Brevard C.A.R.E.S. because they have been such a tremendous support to her. Ms. Mitchell shared that she had been involved with CHS for four (4) years and that on two (2) occasions her children were removed due to her homelessness. She shared that for the last year of that time she was working with Mr. Tracy Little who gave her total support and that for almost the past year she had had her own place. Ms. Moseley also commented that as a result of her work with Brevard C.A.R.E.S. she is now very resourceful and that Brevard C.A.R.E.S. helped her develop these skills. She stated she is so grateful for the support and truly thankful for all that was done to help her. The board gave Ms. Mitchell a round of applause.

Next Ms. Holmes introduced Ms. Amanda Richards, Family Partner with Brevard C.A.R.E.S.

Ms. Richards explained the role of the Family Partner which makes the initial contact with the family from a referral and that it is her responsibility to work with the family to have them engage and to realize that Brevard C.A.R.E.S. is truly there to support and help the family. She indicated that when referred to Ms. Moseley that she spent several hours with her looking for housing and after 14 hours she was able to secure the transition living arrangement. She spoke about working hand in hand with her families and attending doctor appointments as needed and being there to support them.

Ms. Holmes then introduced Ms. Heather Howlett, Diversion Program Manager with Brevard C.A.R.E.S. who oversees the non-judicial in home service cases. Ms. Howlett shared that she began with Brevard C.A.R.E.S. in December 2013 and that she supervises Diversion Care Coordinators, Resource Coordinators (co-located with the PI'S) and the Post Adoptive Support Coordinator. She indicated that she felt it a great honor to be part of this team.

Mr. Whitten spoke to Ms. Mitchell and told her that she did a great job speaking to the board. He spoke to the staff of Brevard C.A.R.E.S. and complimented them on their great work and stated that these stories energize the board.

Dr. Nellius commented that Brevard C.A.R.E.S. was the result of the community priority to establish an aggressive front-end-prevention and diversion program. She provided a historical overview of the early days when the program was launched with one staff person and very limited funding available. She commented that Mr. Little was the first employee of the program and he joined the organization in August 2005 and that now the program has 23 employees. Dr. Nellius continued to share with the loss of funding and growing census the agency is facing the reality that it may have to put eligibility criterion on families served. She remarked that it is the stories from the families such as those who spoke today that require that we advocate for the funding to continue to serve these families in the way we have.

Ms. Homes thanked Ms. Mitchell for coming to share her story and the staff for their efforts and amazing work.

Mr. Whitten requested that the record show that Ms. Brooke Goldfarb had arrived as did Ms. Debbie Morgan. Mr. Whitten then acknowledged that Mr. Gutierrez was planning to attend the meeting, but that he was not doing well today and asked the members to reach out to him.

Mr. Whitten then reminded members that if they had a conflict with any agenda item or had any business relationship with other board members to please complete the Conflict of Interest form (available at meeting) and provide to Ms. Randall.

Motion: Ms. Goldfarb moved to approve the February 27, 2014 board minutes. This was seconded by Ms. Bailey and the motion was passed unanimously.

Consent Agenda:

The next agenda item was the Board Data Report. Mr. Whitten asked if there were any questions. None were raised and the next item was addressed.

CEO Board Report:

Dr. Nellius began by indicating that March is National Social Worker Month and praised the staff and the work of our partners in serving our children and families. She then spoke of the recent Wraparound Conference and that she felt it was a wonderful event. Dr. Nellius reported that there were 280 attendees from 34 states and four (4) countries and that there were also 20 young adults who served as volunteers and worked with the Jim Casey Youth Opportunity Initiative Youth Fellows.

She commented on the outstanding work and dedication of staff, and recognized Ms. Christa Bailey for her involvement and support and that Mr. Gutierrez had also assisted. She asked if Ms. Elkins wanted to comment on the volunteers. Mr. Elkins indicated the volunteers did an outstanding job and they included individuals from the community, AARP, women from the Veterans Transitional Living center and that three (3) volunteers also served who are with Insperity.

Dr. Nellius then addressed the donors and sponsors for the event and expressed pleasure with the support for the conference. She then spoke about the two (2) awards that were announced; an International Wraparound Award to Ms. Merle Allsop and Mr. Michael Shabalala from South Africa who are doing wraparound there. She also remarked that a board member of the National Center, Ms. Judy Nee with Alphabest had sponsored the travel expenses for these two individuals. Dr. Nellius continued that Mr. Eric Bruns with the National Wraparound Initiative received a National award and that while he was unable to attend the conference, he did send an acceptance video which was played. Ms. Rich New asked Dr. Nellius if she could contract the first conference to this one. Dr. Nellius responded that the first conference was primarily focused on wraparound practitioners and the work being done with children and families. She remarked that the recent conference included this component with more focus on positive youth development. She indicated that major leaders in the child and family national stage were present including the President of Child Trends, Ms. Carol Emig, The President of the National Alliance for Children, Ms. Susan Dreyfus, Ms. Bonnie Politz, Senior Advisor for Youth in Development at Creative Associates International and Ms. Susan Notkin with the Center for the Study of Social Policy.

Dr. Nellius then referenced the materials provided to the members in the NCIE section of their binders which included the business proposal for the Child Worker Certification program. She stated that the NCIE had extended the independent contractor agreement for William Greenaway to support this effort.

Dr. Nellius then spoke about the March meeting hosted by the Center for the Study of Social Policy where under the Youth Thrive Model, 18 exemplary sites came together to share their work and that Ms. Ashely Carraro and two (2) of BFP's youth leaders attended and presented the BFP Positive Youth Development program. She also commented that that BFP is one of two (2) Youth Thrive Pilot sites and the other is the State of New Jersey.

Dr. Nellius then congratulated Ms. Goldfarb for her nomination and being a finalist for the recent Eckerd Walk of Fame award as a Children's Hero. Mr. Goldfarb expressed that it was a tremendous honor and that the Eckerd organization is very impressive.

Next, Dr. Nellius spoke about the Magellan Health Plan in which the agency was a limited partner and which will sunset for BFP on August 1, 2014. She indicated that the new provider, Sunshine State, will be addressing both the behavioral as well as medical care for our children and that BFP will be hiring a Nurse Case Manager for July 1, 2014.

Dr. Nellius then addressed the recent press articles and expose conducted and suggested that the legislative issues and activities will certainly be impacted by this and that Mr. Ropert will address this more fully in his report. She shared that she felt the expose was compelling and sad and that it will certainly have an impact on the child welfare system..

Dr. Nellius then shared that she was working on a reorganization of BFP to address the changes in the agency since inception which had a single focus and a greater administrative overhead. She shared that she will develop two major functions; Administration and Quality Programs and that the number of her direct reports will decrease.

Additionally it was reported that both Crosswinds and Country Acres will stop providing group care for our children and that this is a sign of the times in terms of fiscal management and the small number of children who are in group facilities.

Mr. Whitten indicated that Mr. Carlson was invaluable when he shared and explained to the County Commission the relationship with Country Acres over time. He indicated that Country Acres began operations in the late 70's and that due to recent issues as well as the shift in the number of residents it is a difficult situation but that only three (3) youth are currently living at Country Acres. Mr. Whitten continued that there are also only three (3) youth at Crosswinds and that with a \$1M budget for Country Acres the County Commission is looking to close it effective June 1, 2014 and that they are seeking to re-purpose the site. Mr. Carlson spoke of the three (3) youth who are currently at Country Acres and shared that the Child Placing Agency is working to locate homes in the North part of the County. He continued and noted that at transition (2005) there were 142 youth in group care and that for the last four (4) years the average number was 38.

Dr. Nellius stated that Country Acres has been a great partner since inception and that additionally with the implementation of the Normalcy Bill for our youth that this also impacted the standards of the institutional settings to be less restrictive and that this is a significant shift. Mr. Whitten stated that at the County Commission meeting on April 1, 2014 the vote will take place on the allocation of the funds and as board members there needs to be advocacy to request these funds for children services and suggested based on the stories shared this morning that Prevention may be an appropriate mechanism to redirect some of the funds. Dr. Nellius indicated she will craft a letter with Mr. Ropert to the County Commissioners asking for some of the funds to be redirected. Mr. Whitten shared that it will be appropriate to also share with the Commission the structure and partnership between BFP and the County since inception. Ms. Goldfarb stated that Commissioner Infantini is a friend of children and she would be happy to reach out to her. Dr. Nellius suggested that staff could accompany board members. Reverend Walker asked about the board County appointees and asked if they should meet with the County Commissioners and there was discussion on that suggestion.

Dr. Nellius then spoke about April as Child Abuse Prevention Month and that the CAPTF awards breakfast is scheduled for April 18th and members should RSVP to Ms. Randall if they wish to attend. Ms. Holmes shared that on April 9 there will be pinwheel planting and on April 5th there is an event at Squid Lips from 5:00 PM – 8:00 PM.

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

Ms. Holmes then was asked to address the board. She provided two (2) flyers on Dine Out opportunities for Brevard C.A.R.E.S. with Ruby Tuesdays and Chicago Pizza Uno. Each restaurant will donate 20% of their proceeds to Brevard C.A.R.E.S. for diners who bring the flyer with them. Ms. Holmes also shared that Brevard C.A.R.E.S. received an additional \$30,000 from an ESG grant with funds to use by June 30, 2014 and that she has applied for another System of Care training grant for \$135,000 for 15 sites over a three (3) year period within the state. She also indicated that the Medicaid application process is in the final stages and that it is hoped that three (3) wraparound services will be considered as billable. Ms. Holmes also shared that an application for \$5K to the Community Foundation of Brevard is being submitted for cribs-for-kids. Ms. Goldfarb inquired about the pinwheel planting and Ms. Holmes indicated she would provide that information and that Commissioner Infantini would be doing the proclamation at the event at Squid Lips.

Legislative Report:

Mr. Ropert addressed the board and indicated that there is significant activity taking place. He reported there is significant interaction taking place between Senator Altman and our lobbyists. He remarked on the stories shared by the Brevard C.A.R.E.S. families and that we have compelling information to share. Regarding Children's Week Mr. Ropert indicated that Ms. Christa Bailey and her family, Mr. Eric Smith and Mr. Mel Broom would be attending as well as a representative from our Youth Board and families.

He then spoke about SB1668 which addresses the revision to Statute 409 which currently includes language regarding the governance and monitoring of the CBC's.

In HB 1221 he shared it does include the educational mandate that 80% of child welfare staff hold degrees in social work. Dr. Nellius interjected and suggested there will likely be a grandfather period where current staff can enroll in these degree programs with loan forgiveness provisions. She remarked that she has not discovered evidence that those with these degrees actually do better work. Mr. Ropert continued by stating that another action which has solid support is that foster families will be reimbursed the costs of obtaining drivers licenses for their children in care as well as expenses for insurance coverage. He reported that while Senator Altman had sent a letter requesting \$2.48M in appropriations for BFP that the placeholder of \$500,000 has been designated and that this still needs to be included in the Senate Bill. Mr. Ropert also stated that Ms. Dixie Sansom is working to set up meetings for BFP with Representative Harrell and Senator Sobel. Dr. Nellius commented that the Community Alliances are being reinvigorated with the House Bill which will provide for greater oversight and responsibility of the CBC's including fiscal management and procurement. She also commented that Mr. Rob Rains is planning to call for a Community Alliance meeting in the near future to speak to this and that it has been inactive. She continued to share that this group (Leadership Round Table) was established and charged with the readiness preparations of the agency and includes very high level representation from the community and since the vision has been operationalized the group has not met as frequently.

New Business

Financial Report:

Ms. Hensler was asked to report on the February financial statements. She referenced page six (6) of the financial packet and identified the line representing the deficit attributed to the budgeted vacancy rate of \$63,000 and reported this will decrease as there remains an open position. She anticipated this to represent approximately an additional \$15,000-\$18,000 savings. In the purchased services line Ms. Hensler reported that while a deficit remains in this line that through the efforts of a team an additional funding of \$30,000 has been identified to help with this deficit. Ms. Hensler spoke about the increase in payments to certain Independent Living youth who are continuing their education where their stipends have increased while in the transitional housing we are seeing approximately a \$9,000 month decrease. In the out-of-home-care line, the January report indicated a deficit of \$56,000 and in February this had decreased to a deficit of \$31,000. She continued that according to Ms. Ashley Carraro she anticipates this line to be close to budget by the end of the fiscal year. Next Ms. Hensler spoke about the adoption line and indicated that the "apparent" surplus will be eliminated based on current and planned adoptions. Mr. Carlson indicated that six (6) adoptions took place last week and two (2) more are scheduled. Ms. Hensler then stated that \$192,000 from DCF for adoptions was requested and we were told we would receive \$82,000 but that \$5.3M is planned to be allocated by the legislature to fund the state wide adoptions. Dr. Nellius commented that DCF is required to pay for these and expects the funds to be allocated as needed.

Ms. Goldfarb spoke about One Senior Place and shared these are individuals who are very interested in finding opportunities to volunteer and it was recommended that Ms. Elkins make contact. There were no questions for Ms. Hensler and Mr. Whitten asked Ms. Randall to address the employee satisfaction and turnover report.

Ms. Randall addressed the board members and reviewed the 2013 agency turnover and staff satisfaction and engagement data. She spoke of the total turnover for BFP during calendar 2013 and indicated that six (6) of the separations were due to the layoffs required to reduce the administrative overhead which impacted the total turnover percent and target for the year. Ms. Randall commented on the participation rate of the staff in the employee satisfaction and engagement survey and that it exceeded the target set. In terms of the responses to the survey and category ratings she also spoke about the additional activities staff assumed during this year, the impact of the layoffs and the additional work assignments that were shared as a result.

Ms. Randall commented that given the impact of these actions in addition to changes in the health insurance, mileage and the PTO procedure (effective January 2014) that the survey would indicate that the agency has a very resilient staff that are dedicated and committed to the mission and vision of the agency.

Ms. Randall then reviewed the benefit overview document with the members. She pointed out the PTO change and reminded the members this had been presented and approved by the Board in April 2013. She also spoke about the change in the health program where in 2013 the medical plan was unbundled from dental and vision to allow more flexibility to staff to enroll in only medical if that was appropriate for them, or to be able to enroll in dental/vision only if there was a most cost effective health option. Ms. Randall also stated that despite the changes and funding cuts that the agency continues to fund the 401(k) plan with a 3% agency contribution for each eligible staff member whether or not they elect to actively participate in the plan. Ms. Rich New commented that this was a great effort on the part of the agency to continue with this program. Next Ms. Randall reviewed the results of the most recently completed Affirmative Action Plan with the board members. She indicated that the results were positive and that no goals were established and no adverse impact was identified. Ms. Randall did speak about recent and upcoming changes that will impact the calculations of this data and the new requirements impacting applicants and staff that will become effective July 1, 2014. Mr. Whitten stated that the report was very positive and indicated that the agency and management was doing a good job despite the challenges.

Ms. Randall then requested the board members to please complete the annual evaluation on the CEO. This document was provided to the members in their board binders and Ms. Randall also stated it had been sent via e-mail. She requested these be returned to her no later than April 24, 2014 so she could consolidate the data for presentation to the Board Chair and that this would be presented at an executive session after the May board meeting.

Ms. Randall then spoke about the track changes that were being presented to the board on the Board Governance 002 Policy: Conflict of Interest. She shared that the changes eliminated the requirement for all staff to complete a new Conflict of Interest form annually and to request a Conflict of Interest form when their situation changed. She also indicated that annually this training is done with staff and that all new hires complete this initially.

Motion: Ms. Rich New moved to approve the changes to GOV 002 as presented. This was seconded by Ms. Goldfarb and the motion passed unanimously.

Dr. Nellius addressed the next agenda item. She referred members to the biography of Ms. Penny Bailer and shared that the National Center for Innovation and Excellence has approved this individual to become a board member. She indicated that the BFP board had to approve of this nomination. Ms. Rich New commented that based on her biography she would be an excellent addition to the Board of Directors for the Center.

Motion: Ms. Rich New moved to approve Ms. Penny Bailer as a new board member of the National Center for Innovation and Excellence. This was seconded by Ms. Goldfarb and the motion passed unanimously.

Ms. Debbie Davidson Cook was then asked to present the Strategic Goal 4 for the meeting-the Provider Network.

Goal 4: PROVIDER NETWORK – Operate and manage a comprehensive, community-based system of care for abused, abandoned, and neglected children and their families

Objective: Make sure that services, providers, and facility locations meet the individualized needs of children and families

Strategies: 4a. Modify provider contracts to recognize and reward implementation of strategic plan goals and priorities

Responsible party: Compliance: CMA/CPA contract will be modified to include SP Goals July 2013

Ms. Davidson-Cook indicated that while the agency had the practice of performance-based contracting that last year a more specific incentive payment structure was established for the case management contract units which have been able to increase performance in key areas. She also spoke about the Child Placing Agency contract where increased focus is placed on building capacity of homes by fiscal year end. There were no questions.

Mr. Whitten then asked if there were any public comments. None were expressed.

Motion: Mr. Broom moved to adjourn the meeting. This was seconded by Ms. Goldfarb and the motion passed unanimously.

Respectfully Submitted,

Valerie M. Randall
Recording Secretary

Approved at the April 24, 2014 Board Meeting