

BOARD OF DIRECTORS  
APRIL 24, 2014 BOARD MEETING  
DRAFT MINUTES

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

**Board Members Absent:**

**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, Ms. LaChrista Jones, Child & Family Manager, and Ms. Laurie Anna Blackburn, Executive Assistant. Also in attendance were Ms. Julie Wattwood, Foster Parent, Mr. Michael Welch, Merrill Lynch, Ms. Valerie Holmes, Executive Director, Brevard C.A.R.E.S., Ms. Teresa Miles, CHS, Ms. Michelle Scott, CHS, and Ms. Lisa Peyton, Impower.

Mr. Whitten opened the meeting and welcomed and thanked everyone for attending the April 24, 2014 Board of Directors meeting.

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

Mr. Whitten then requested a motion to approve the agenda with the need to adjust the order of the guests.

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

**Motion:** Ms. Rich New moved to approve the March 27, 2014 board meeting minutes. This was seconded by Mr. Gutierrez and the motion was passed unanimously.

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.

Mr. Whitten then asked Ms. Dixie Sansom to address the board as she was conferenced into the meeting via telephone.

Ms. Sansom thanked Mr. Whitten and addressed the board. She then updated the members on the current legislative activities, meetings and areas of discussion. She reminded the members of the re-write of Chapter 409 regarding the community based care statute and the budget activities. She commented on positions and advocacy taking place regarding DCF funding requests and that currently there is a \$10M allocation for the CBC's but that this also has specific intent and purposes attached to it. She reported that the subcommittees in the house and senate are not addressing the differences in the two (2) bills. She stated that May 2, 2014 is the last day of session. Ms. Sansom also remarked on the BFP staff and families who attended Children's Week and that these individuals were well received and also commented on Mr. Kurt Kelly, FCFC and his great work in advocating for the "adequacy bill" which was supported by the CBC's. Ms. Sansom also shared that this will be sponsored by Senator Negron and that this is important as he was the sponsor of the current "equity" allocation formula. She also spoke about the funding for DCF and the PI's which is positive, but that this will impact the CBC systems of care and there is not adequate funding to address the additional resources that will be needed in terms of case management staff, foster homes and service dollars.

Ms. Sansom also shared that Representative Crisafulli and Senator Altman are responsive to the needs of the CBC systems of care which is positive. Dr. Nellius shared that the Governor is supportive of addressing the needs for DCF and especially funding the PI's and agreed this was a positive step for the entire system but that the entire system needs to be funded. She shared that a core funding request of \$25.4M had been proposed to address these needs on a system and state-wide basis but currently a placeholder of \$10M was included in one bill. Ms. Sansom stated that she is "hopeful" that this amount will be increased in the next few days but she did not think it would rise to the level of the initial request. Ms. Sansom continued that Dr. Nellius and Mr. Ropert are incredible assets to the FCFC and remarked on the presentation Dr. Nellius made when she spoke to the subcommittee on Children, Families and Elder Affairs. Ms. Sansom also shared that the initial legislation that included the Community Alliances including DCF that would oversee the CBC's has been mitigated to a significant extent. Ms. Sansom indicated that the Senate Bill and House Bill are now closely aligned. Mr. Whitten thanked Ms. Sansom for her report and her efforts on behalf of the agency.

Mr. Whitten then asked Mr. Carlson to introduce this month's guest. Mr. Carlson thanked Mr. Whitten and indicated that Ms. Julie Wattwood, a foster parent, was present and requested Ms. LaChrista Jones to do the introduction. Ms. Jones shared that Ms. Wattwood and her husband have served as foster parents for 19 years and had over 40 placements during this time. She shared that the Wattwood's had fostered one (1) of a group of four (4) siblings and discussed the efforts the Wattwood's made to work with the other foster parents and case managers to ensure that all the children had visits together and that they also hosted a party for the sibling group in anticipation of their adoption with a family from Tallahassee. Ms. Jones then asked Ms. Wattwood to address the board.

Ms. Wattwood spoke to the board and stated that it has been a privilege to serve as a foster parent and that in March five (5) of her foster children had found their forever homes. She also expressed appreciation to BFP, Devereux CPA and Impower for their support and stated that she and her husband always received the support and resources they needed. Ms. Wattwood also shared that she and her husband have been able to continue their relationship with former foster youth who have been adopted locally.

#### 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 indicated that May is National Foster Parent Month and that these dedicated individuals are the heart and soul of what we do. She shared that on May 17<sup>th</sup> a Foster Parent appreciation event will be held at the Brevard Zoo from 10:00 AM – 1:00 PM and that all are welcome to attend. She then spoke about Children's Week and asked the board members who attended to share their perspective. Ms. Smith commented it was time well spent and he felt he was well briefed and it was a great experience.

NOTE: Ms. Goldfarb arrived.

Ms. Bailey shared that it was a wonderful trip and that this time she visited with many legislators as well as the Governor's office and she too felt it was time well spent. Dr. Nellius commented that as a result of the visits with the Governor's office that Mr. Zach Gibson has requested to visit Brevard C.A.R.E.S. and that she feels this is a likely result from the activity at Children's Week.

Dr. Nellius continued speaking about the case management transition and shared it is a challenging time with many facets including the implementation of the child welfare transformation activities, increasing child removals and especially of younger children in addition to some staff leaving.

She continued and acknowledged that Impower has gone above and beyond to address and work through these issues to make it work. Dr. Nellius asked Ms. Lisa Peyton to address the current staffing. Ms. Peyton shared the number of positions offered and accepted for case manager positions, Program Managers, Supervisors and the Care Coordinator and Utilization Leads and staff under these positions. She spoke as well as to external recruitment efforts including a number of these positions which are scheduled to be offered and a number of resumes yet to be reviewed.

Dr. Nellius then spoke about the BFP reorganization and the needs and outcomes she has identified which led to this activity and restructure. She shared this will provide her the time she needs to be more external and have a greater presence in the community. She spoke of the new structure and her functional alignment to increase efficiency, cross training and to shift to a learning organizational culture. She referenced a book; "The Fifth Dimension" which she indicated was an excellent reference tool. Dr. Nellius indicated that a communication plan will be developed and that Ms. Rich New had provided consultation. Ms. Rich New commented that the plan makes functional sense and allows the CEO to be external to influence and have the focus of operations internally.

Dr. Nellius then spoke about the Promise In Brevard., Inc. update and indicated that the feasibility subcommittee had met and made recommendations that will be addressed later in the agenda. She continued noting that in January 2015 BFP will have its 10<sup>th</sup> anniversary kick off. She indicated that members of the Leadership Team will serve on the committee and that a Board Subcommittee will need to be established for this activity. Dr. Nellius ended her report reminding board members that the CEO evaluation was due today and requested those who had not submitted these to please provide to Ms. Randall as soon as possible.

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

Ms. Holmes addressed the Board and indicated that the final event for the Child Abuse Prevention Month would occur today with a walk in higher risk areas where staff will be leaving flyers and information to these homes. She continued and reported that Brevard Public Schools had agreed to continue the current Head Start grant for the new year and that there is an opportunity with the SAMH contract in July to do Wraparound training for the System of Care Innovation sites. She reported that there is also an opportunity with Henderson Behavioral Health for Brevard C.A.R.E.S. to conduct Wraparound training. Mr. Whitten thanked Ms. Holmes for her report.

#### Legislative Report:

Mr. Ropert addressed the Board and expressed appreciation to Mr. Smith and Ms. Bailey and her family for attending Children's Week. He shared that the BFP contingent, including other staff and guests, made an amazing impression and were able to meet with our legislators, other legislators and the Office of the Governor thanks to the efforts of Ms. Sansom. He continued that the stories shared and words spoken were impactful. Mr. Ropert shared as well that Ms. Bailey's daughters had written letters in advance to the legislators indicating they were coming to Tallahassee and were looking forward to meeting with them. He also reported that the girls had also made small tokens of appreciation for each person they visited with and that it was wonderful. Ms. Bailey provided examples of some of the items and that she and the girls made and that they had fun working on these tokens. Mr. Ropert also spoke of Mr. Martinez who also attended and that he is very involved and wants to continue to participate in these activities. He then expressed appreciation as well to Mr. Carlson, Ms. Jones and Ms. Santiago for their efforts and work for Children's Week.

Dr. Nellius commented on the new "adequacy" formula and indicated that it was critical that the new approach be brought back to Senator Negron for his support as he supported the previous allocation formula.

Ms. Holmes remarked that Mr. Martinez is a former consumer of Brevard C.A.R.E.S. and has a wonderful ability to share his story.

Mr. Ropert continued indicating that the IL bill which includes Driver's Licenses and Insurance for these youth will be going to the Governor's office. He also spoke about the "cooling off" period which is 72 hours after the final bills are presented. Mr. Whitten thanked Mr. Ropert.

#### New Business:

Ms. Hensler asked Mr. Michael Welch with Merrill Lynch to address the Board. Mr. Welch shared he would review the December 2013 investment report with the members. He reminded the members that during his visit a year ago he remarked that 2012 had been a great year and not to expect the same results for 2013. He shared information on the stock market during calendar 2013, the impact of the bond market and that going forward the bond market would be more difficult in coming years. He commented that BFP did well in the stocks for calendar 2013, but that only half of the investments are currently in stocks. He also spoke about the change made where in the past the federal government was buying significant parts of the bond market, but that with the change the government is buying significantly less which is causing a greater supply of bonds which is reducing the value and cost. He did indicate that it was not necessary at this time to make any adjustments as we can operate well within the portfolio choices we have. Mr. Whitten inquired about the risk level of BFP which is low compared to a "moderate" risk level which would add 15% more into stocks. Mr. Welch agreed and shared that per the Board directive in February 2011 the portfolio was placed in the low risk category. Mr. Whitten wondered if the funds should be moved to the moderate risk category and suggested that Mr. Gutierrez and Ms. Hensler meet to discuss this and make a recommendation to the board for discussion. Mr. Smith agreed. Mr. Gutierrez inquired about including Merrill Lynch at the meeting. Mr. Whitten thanked Mr. Welch for his report.

Action Item: Mr. Gutierrez and Ms. Hensler will meet to evaluate the portfolio mix with Mr. Welch and bring a recommendation to the board for consideration.

Ms. Rich New inquired about the reduction of the \$200,000 in the account and asked to be reminded as to the purposes of these funds. Ms. Hensler indicated part of the expenditure was for the National Center, that the Sansom contract was paid from these funds as well as the Community Foundation Endowment fund. She indicated there were others.

Action Item: Mr. Whitten asked Ms. Hensler to send the information to the board members of the allocations of this amount.

#### Financial Report:

Ms. Hensler then reviewed the March 2014 financials. She expressed that the year to date variance includes the budgeted vacancy rate which had not yet been reached but that there is one opening that will not be filled until the new fiscal year and this will help to defray that balance. She spoke about the variance in the travel/meals and lodging line and expressed that these costs had actually been removed from the budget as they would be paid for by the use of carry-forward dollars but that this is not reflected in the financials. She spoke about the adoption subsidies line which shows a surplus, but that with the expected adoptions for year-end these funds will be used.

She commented that for our targeted adoptions we had requested \$192,000 and that we were informed we will receive \$81,000 but that the state is requesting a \$5M special appropriation to cover the adoption subsidies for all the CBC's on a state level. Ms. Hensler spoke about other line items including purchased services, IL and out of home care and updated the board on the current and projected status of each.

Mr. Smith asked for clarification of the In Kind donations and Ms. Hensler indicated these can take the form of services or tangible items and gave examples of the sources of these funds. With no additional questions, Mr. Whitten thanked Ms. Hensler for the report.

Promise In Brevard, Inc. Feasibility Subcommittee Report:

Ms. Bailey addressed the board and shared that at the last meeting of the subcommittee that Dr. Nellius had provided significant information and insight into the agency including the potential of the \$11M tax credit application as well as some potential areas of concern. She shared that the subcommittee had decided to prepare a Non-Disclosure Agreement with Promise In Brevard., in an effort to elicit their Board approval for BFP to engage a firm to conduct a forensic audit of Promise In Brevard. Ms. Hensler commented that Ms. Betsy Farmer had solicited donations to address the tax bill in April. Ms. Randall shared that she had drafted a letter to Promise In Brevard, Inc. requesting their permission to proceed with the audit and that with their agreement she had made contact with several firms.

Action Item: Mr. Whitten requested Ms. Randall to provide him with the names of these firms.

Ms. Holmes was then asked to present the Strategic Plan Goal 5: Prevention-Build an aggressive front-end prevention and diversion program.

**Objectives:**

Expand prevention services to divert children from case management and out-of-home care  
5a. Expand community awareness and use of Brevard C.A.R.E.S., mobile response, and other prevention services.

Ms. Holmes shared that there has been strong collaboration with DJJ and remarked on the Cross Over Youth Model which resulted from the Georgetown Institute training. She spoke about the engagement with the Brevard Homeless Coalition and creating relationships there, the continuing contractual arrangement with Brevard Public Schools and the Head Start program and the Cribs for Kids program.

Ms. Holmes then spoke about Fiesta Brevard, scheduled for Friday, April 25<sup>th</sup> and indicated that tickets are available for purchase. Mr. Ropert shared that he had tickets available, that he was serving as emcee for the event – for the 10<sup>th</sup> year in a row and that it is a wonderful compilation of many non-profit organizations within Brevard.

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

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

Respectfully Submitted,

Valerie M. Randall  
Recording Secretary