

BOARD OF DIRECTORS
MAY 22, 2014 BOARD MEETING

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, Ms. Kathleen Rich New, Ms. Brooke Deratany-Goldfarb and Ms. Paula Creed Smith.

Board Members Absent: Reverend Dan Walker

Others in Attendance: Dr. Patricia Nellius, Mr. Jim Carlson, COO, Ms. Debbie Davidson Cook, Chief Compliance & Utilization Officer, Ms. Gloria Hensler, Finance Director, Mr. Geo Ropert, Director of Communications, Ms. Patrice Grier, Staff Attorney, Dr. Andrew Schneider-Munoz, Chief Advancement Officer for NCIE, Ms. Rita Elkins, Director of Development, Ms. LaChrista Jones, Child & Family Manager, and Ms. Laurie Anna Blackburn, Executive Assistant. Also in attendance were Ms. Michelle Scott, CHS, Dr. Greg Howes, Lead Brevard, Ms. Janet Thomson, DCF, Laura Higginbotham, Devereux, Ms. Ashley Carraro, Director of Child and Family Services, Valerie Holmes, Executive Director, Brevard C.A.R.E.S., Mr. Vonelle Robertson, IL youth and Ms. Shennelle Robertson, IL Youth

Mr. Whitten opened the meeting and welcomed and thanked everyone for attending the May 22, 2014 Board of Directors meeting.

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

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 to Laurie Anna Blackburn.

Motion: Mr. Gutierrez moved to approve the agenda. This was seconded by Ms. Bailey and the motion was passed unanimously.

Motion: Mr. Gutierrez moved to approve the April 24, 2014 minutes. This was seconded by Mr. Broom and the motion was passed unanimously.

Mr. Whitten then asked Mr. Carlson to introduce the board guests. Mr. Carlson thanked Mr. Whitten and indicated that the three board guests participated in a Lead Brevard project working with BFP to develop the Youth Advisory Council originating from the Trauma Informed Care Youth Summit that was held in July of 2013. Mr. Carlson then asked Ms. Carraro, Director of Child Family Services to provide the introductions. Ms. Carraro began by commending Mr. Vonelle Robertson, IL youth and Ms. Shennelle Robertson for attending Eastern Florida State College. She added that these two youth are very driven and passionate about helping and supporting their peers and children in foster care. Ms. Carraro asked them to share their experience serving on the Youth Advisory Council. Mr. Robertson said serving on the youth advisory council has allowed them to have a voice with decisions that affect them, other IL youth and children in foster care. Ms. Robertson said they have become a resource for their peers and for children within the system of care. Ms. Carraro then asked Dr. Howes to share his experience with the Lead Brevard Project. Dr. Howes expressed his heartfelt gratitude and thanks for having the opportunity to meet Mr. Robertson and Ms. Robertson. He said it has been a wonderful experience to work with them and Eastern Florida State College to implement various programs for youth who participate on the Youth Advisory Council. One accomplishment Dr. Howes reported during his service project that was generated by Ms. Shennelle Robertson was for youth attending the YAC to receive college credits for their participation. He said he believes it to be important to give back to the community and participating on this project has rewarded him in doing that. Mr. Whitten thanked the guests for sharing their experiences.

Ms. Carraro then handed out literature on the Brevard Youth Thrive Initiative and reviewed the Goals and Accomplishments going back to the first stages of development beginning in October 2012. Mr. Whitten expressed his sincere appreciation for the level of commitment, dedication and passion witnessed through their accomplishments. Mr. Gutierrez also commended them for their success.

Ms. Goldfarb arrived
Ms. Smith arrived

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 provided a 10 year retrospective using a PowerPoint to illustrate the development of Brevard Family Partnership, and the rationale for the formation of Brevard C.A.R.E.S., and the National Center for Innovation and Excellence. Dr. Nellius then said it is important for the community to understand we are a family of agencies, each with its unique scope of work and initiatives serving Brevard County, the State of Florida, and abroad. She spoke about the need for reorganizing; stating the community needs have changed, and the economic climate and contracting requirements are different than they were ten years ago. She spoke about the functional alignment to increase efficiency, cross training and to shift to a learning organizational culture to intentionally tap into knowledge, expertise, innovation and thought leadership of all employees, partners and stakeholders. She referenced a book; "The Fifth Dimension" which she indicated was an excellent resource. She then referenced the strategy map and indicated that the transition will take place over a 90 day period beginning with Compliance on July 1, 2014, Administration and Programs by August 11, 2014. She asked the board to turn to the new organizational chart located behind her CEO Board Report. She then introduced the executive leadership for each division: Mr. Carlson will oversee Administration, Ms. Holmes will oversee Programs and Ms. Davidson-Cook will oversee Compliance. Dr. Nellius continued to describe the functions within each division and said a communication plan has been designed and the agency will continue to be informed as each phase is implemented. She asked if there were any questions. None were expressed.

Mr. Whitten then informed the board that May 24, 2014 marked Dr. Nellius' 10 year anniversary with the agency. He expressed his admiration for her outstanding leadership, work ethic and passion for the community she serves. Mr. Whitten then presented her with an award commemorating her years of service. The board applauded and she was asked to stand with them after the board meeting to have her picture taken. Dr. Nellius said that it has been an honor and a privilege to serve this community. She then announced that Mr. Whitten has served on the board of directors for 11 years. Mr. Whitten said he is honored to be able to serve as the Board Chair for Brevard Family Partnership.

Ms. Holmes arrived.

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

Ms. Holmes addressed the Board and reported that Brevard C.A.R.E.S has been approved by Medicaid as a targeted case management provider. She then announced the contract negotiations with SAMH have ended and Brevard C.A.R.E.S has been selected to provide Wraparound training at the System of Care Innovation sites beginning July 1, 2014. She was pleased to report that the Community Foundations Board has awarded Brevard C.A.R.E.S with the Cribs for Kids Grant. Mr. Whitten thanked Ms. Holmes for her report.

NCIE Report

Dr. Schneider-Munoz addressed the Board and thanked them and staff members who volunteered and contributed to the success of the 2014 Wraparound Conference held in February.

Dr. Schneider-Munoz was happy to announce that Ashely Carraro has been selected to represent the State of Florida at the National Youth Engagement Summit sponsored by the Jim Casey Foundation. The event will be held in Chicago on August 5th and 6th.

Dr. Schneider was pleased to report that the journal article on Brevard C.A.R.E.S. containing the most rigorous and comprehensive study on Wraparound Services has been submitted to the Alliance for Children for inclusion in their Families and Societies journal. Dr. Schneider commended Ms. Holmes and her staff for their tremendous time and effort invested in providing the data for the report.

Dr. Schneider –Munoz then advised the board that he will continue to provide progress reports on the National Center’s developments as they enter into the new strategic plan year.

He then asked Mr. Whitten and Dr. Nellius to stand with him as he presented each of them with a framed program guide from the 2014 Wraparound Conference. The board applauded and pictures were taken.

Legislative Report:

Mr. Ropert addressed the Board and conveyed the budget is still being reviewed by the Governor for his approval and execution. He recapped the legislative updates outlined on his legislative report and pointed out that the new adequacy funding model was not included in the final version of SB 1666. He added that pleas were made by several legislators, including Senator Altman to enter the model as a late amendment and it didn’t pass. Dr. Nellius interjected and said she spoke with Mr. D’Aiuto and the new DCF Secretary Mr. Mike Carroll and both conveyed their support for the onetime appropriation request submitted to the Governor. She further stated that Representative Crisafulli, who is the incoming House Majority Leader, has communicated his support of the special appropriation request to the Governor. Mr. Ropert then resumed his Legislative updates and concluded his report by thanking Ms. Sansom for her tireless efforts during sessions and her continued support of Brevard Family Partnership.

New Business:

Mr. Whitten then asked Ms. Grier to provide a status update on the current lawsuit. Ms. Grier reported she and Mr. Carlson will be attending a motion to dismiss hearing in Titusville after the board meeting. She spoke about the complaint against the multiple defendants in this case and stated it does not provide material facts or specific violations to support the allegations for each co-defendant. She then said that our position argues against any negligence on behalf of the Brevard Family Partnership and assumes no liability for the actions of our sub-contractors. Ms. Grier said the next course of action will depend on the outcome of the court hearing today and that she is confident the judge will rule in our favor and dismiss without prejudice.

Ms. Grier then directed the board to the new business section of the board binders and referenced the amendments to the Bylaws for both Brevard C.A.R.E.S and NCFIE. Ms. Grier requested the board to approve the amendments in bold as follows:

Section 5.03. Election and Term. The Board of Directors shall be selected as follows:

- (a) **the Member shall appoint one (1) director of the Corporation who shall serve as Board Chair;**
- (b) **all other directors shall be nominated by the Board of Directors of the Corporation and elected by the Member of the Corporation at any meeting of the Member.**

Each person **appointed** or elected **as a director** shall hold office for a term of one (1) year and until such director's successor shall have been elected and qualified or until such director's earlier resignation, removal from office or death.

Section 7.02. Election, Term of Office and Qualification. The Board Chair shall be **appointed by the Member**. Each other officer shall be elected by the Board of Directors. Each such officer (whether elected at an annual meeting of the Board of Directors or to fill a vacancy or otherwise) shall hold such office for one (1) year and/or until such officer's successor shall have been elected and qualified, or until such officer's death, resignation or removal.

Section 7.07. Duties of Officers.

- (a) Board Chair. The Board Chair shall preside at all meetings of the Board of Directors, and executive or other committees as established by the Board of Directors under the provisions of these Bylaws.**

Section 7.08. The Chief Executive Officer. The Chief Executive Officer of the Member shall be the Chief Executive Officer of the Corporation. The Chief Executive Officer shall be the President of the Corporation and shall have authority over the general and active management of the business and affairs of the Corporation, including its operation and employees. The Chief Executive Officer may sign (as President or Chief Executive Officer), with the Secretary or other officer duly authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments. The Chief Executive Officer shall not be a member of the Board of Directors of the Corporation, but shall attend meetings of the Board of Directors and Committees of the Board of Directors. The Chief Executive Officer may receive reasonable compensation as the Chief Executive Officer of the Corporation for services rendered.

Motion: Mr. Smith moved to approve the amended changes to both the Brevard C.A.R.E.S. and NCFIE Bylaws. This was seconded by Ms. Rich-New and the motion was passed unanimously.

Motion: Ms. Goldfarb moved to remove Dr. Patricia Nellius as the Board Chair from both the Brevard C.A.R.E.S. Board of Directors and the National Center for Innovation and Excellence Board of Directors effective July 1, 2014. This was seconded by Mr. Gutierrez and the motion was passed unanimously.

Motion: Ms. Goldfarb moved to appoint Ms. Christa Bailey to serve as Board Chair on the Brevard C.A.R.E.S. Board of Directors and to appoint Ms. Kathleen Rich-New to serve as Board Chair on the National Center for Innovation and Excellence Board of Directors effective July 1, 2014. This was seconded by Ms. Smith and the motion was passed unanimously.

Dr. Schneider-Munoz and Ms. Holmes extended their thanks to Dr. Nellius for her leadership and serving on their boards.

Dr. Nellius then thanked Ms. Bailey and Ms. Rich-New for accepting their positions and that they will be a great asset serving in their areas of expertise.

Ms. Hensler reported, at the start-up of NCFIE, the Board approved Brevard Family Partnership to extend a \$100,000 loan for operating expenses. In FYE 2013, the board then approved to forgive \$25,000 of that debt. In order to balance NCFIE financials, Ms. Hensler requested the Board to forgive the remaining balance.

Motion: Mr. Gutierrez moved to forgive NCFIE's remaining loan balance. This was seconded by Ms. Bailey and the motion was passed unanimously.

Financial Report:

Ms. Hensler then reviewed the April 2014 financials and reported the year to date vacancy rate variance continues to decrease while a position remains open and she projects a remaining variance by FY 2014. She spoke about the variance in the travel/meals and lodging line and reported these costs have been removed from the budget and will be paid for by using carry-forward dollars. She then spoke about the adoption subsidies and reported the \$81,000 of the \$192,000 requested has been received and will fund for adoptions through 2014 FYE. 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. Gutierrez thanked Ms. Hensler for her help with the budget and to understand the agencies finances.

Mr. Guterrez credited the agency with 72 adoptions by the end of the year. Dr. Nellius added that the adoption goal was set at 72 and by year end there should be a total of 75.

Dr. Nellius then reviewed Strategic Goal 6:

FAMILY PRESERVATION – Protect children while strengthening families

Objective: Customize services to meet the unique needs of each child and family

6a. Strengthen relationships with partners and the courts to increase Family Team Conferencing and Strength Discovery for dependency cases. Dr. Nellius reported that this month there were 27 team conferences and this information is reported monthly in the board data report.

Cares will send announcement to partners when Wrap 101 is being held. Ms. Holmes reported there have been 6 trainings this year and that she is working with case management agencies to provide Wrap 101 trainings to their new hires.

Work with the Judge to increase FTC'ing and its effectiveness in Dependency cases

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,

Laurie Anna Blackburn
Board Liaison

Approved at the June 26, 2014 Board Meeting.