

BOARD OF DIRECTORS
June 26, 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, Ms. Kathleen Rich New, Ms. Brooke Deratany-Goldfarb, Ms. Paula Creed Smith, and Reverend Dan Walker.

Others in Attendance: Dr. Patricia Nellius, 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. Valerie Randall, Chief Personnel & AO Officer, CHS, and Ms. Laurie Anna Blackburn, Executive Assistant. Also in attendance were Ms. Michelle Scott, CHS, Ms. Teresa Miles, Ms. Debbie Morgan, and Ms. Valerie Holmes, Executive Director, Brevard C.A.R.E.S

Mr. Whitten opened the meeting and welcomed and thanked everyone for attending the June 26, 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: Ms. Rich-New moved to approve the agenda. This was seconded by Ms. Bailey and the motion was passed unanimously.

Motion: Mr. Broom moved to approve the May 22, 2014 minutes. This was seconded by Ms. Goldfarb and the motion was passed unanimously.

Dr. Nellius began by providing the history behind the privatization and formation of Brevard Family Partnership. She then said along with CHS and Devereux, Mr. Whitten is a founding member appointed by the county to serve on the BFP Board of Directors. She added that Mr. Whitten has held a seat since May 2003. Dr. Nellius expressed that it has been a pleasure and honor to work with Mr. Whitten and also wanted to take this opportunity to congratulate him on his recent appointment to Brevard County Manager. Dr. Nellius then presented him with an award commemorating his 11 years of service and commitment to the agency and to those we serve. She then read the wording on his plaque. . Mr. Whitten then expressed his admiration for the Agency and said that it has been an honor and a privilege to be a part of its mission to serve the children and families in our community. Dr. Nellius asked if anyone wished to express a few words which some members did respond to recognize Mr. Whitten for his dedication and stellar leadership.

Ms. Debbie Morgan, DCF arrived.

Ms. Rich-New reflected back on the formation of the board and extended her appreciation for having had the opportunity to assist the Board back in 2004 with their executive search efforts resulting in the hiring of Dr. Nellius and that she delighted to serve alongside Mr. Whitten once again.

Mr. Gutierrez arrived

Mr. Gutierrez expressed his sincere appreciation for Mr. Whitten's professionalism, and that it has been an absolute pleasure serving under his superior leadership and guidance. Mr. Broom expressed his admiration and respect for Mr. Whitten's professionalism and work ethic.

Mr. Whitten shared that he has served on the Crosswinds board for 20 years and recently had the opportunity to share the BFP information package with two of its board members who were not familiar with the agency. He went on to say that all agencies having the same vested interest in our community should be supporters of each other. He then stressed the importance for BFP board members to get out into the community and share the vision and mission of the Agency.

Action Item: Mr. Whitten asked Mr. Ropert to provide the board information packages at the August board meeting.

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 reported that the Agency has been awarded the onetime special appropriation request. She commended Mr. Ropert, Mr. and Ms. Sansom for their efforts during the initiative.

Dr. Nellius then said that she received the Equity Allocation Model and it indicated that none of the 10 million dollars that the legislature approved for community based care would be allocated to the CBC's. However, since the report, she said she has learned, but not confirmed, that CBC's will receive their fair share of the 10 million dollars.

Dr. Nellius then shared that Secretary Mike Carroll has offered all CBC agencies to submit their legislative budget request (LBR) to him and he will roll the request up into the DCF (LBR) budget request. She added collectively the agencies have Seven (7) days to prepare the LBR, submit to the FCC to aggregate the numbers, and roll the total up to Secretary Carroll.

Dr. Nellius spoke about the \$800,000 in new expenses directly attributed to extended foster care, increases in IL payments, and APD young adults in EFC care. She then said, as the result of the Safety Decision Making Methodology Child Welfare Transformation and the increase of children entering care, the agency was unable to move sufficient resources last fiscal year as planned to adequately fund the C.A.R.E.S. program. Accordingly, during the case management procurement, the budget was reduced by \$500,000 to cover the expense of transitioning nonjudicial in home cases to C.A.R.E.S.

Dr. Nellius provided a retrospective on the accomplishments that occurred over the last 12 months and noted last year this month BFP signed its new five-year DCF contract. BFP was reaccredited by COA, Brevard C.A.R.E.S. received an expedited COA accreditation and achieved level 1 status for all categories, and Brevard C.A.R.E.S. successfully diversified its service delivery system and expanded programs.

Dr. Nellius then announced 15 children will participate in the Mass Adoption Celebration taking place Friday, June 27th at 11:00 a.m. at the Viera Courthouse and noted this will be Ms. Grier's first time participating in the ceremony

Dr. Nellius then reported this will be Ms. Hensler's last board meeting as she has tendered her resignation and will be moving closer to her family. She then commended and thanked Ms. Hensler for her commitment and dedication to the agency and congratulated her on her new beginning.

Dr. Nellius shared that this will be Ms. Randall's last day in her role as Board Liaison and effective August, she will move into her new leadership role under the reorganization. She commended and thanked Ms. Randall for superior efforts over the years in serving the board. Dr. Nellius then informed the board that Ms. Blackburn will assume the Board Liaison role effective August 1, 2014.

Dr. Nellius addressed the book provided to the board "The Fifth Discipline" and shared that the BFP leadership is using the book as a guide to coach and direct staff into a the new learning environment as the agency begins to execute the new reorganization structure.

Dr. Nellius then reminded the board there will be no July Meeting and the next board convening will be in August 2014.

Lastly, Dr. Nellius indicated that Mr. Ropert will present a plan of activities for the 10 year anniversary events at the August Board Meeting and he is looking for ideas from the board. She added that Mr. Ropert is also looking to form subcommittees and will welcome board members who wish to participate in the events planning.

Mr. Whitten thanked Ms. Hensler and Ms. Randall for their service to the agency and the board.

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

Ms. Holmes reported that BREVARD C.A.R.E.S. has moved forward with applying for the 2014-2015 Emergency Solutions Grant funding for approximately \$73,300 which is significantly less than the previous year; but will help homeless move from transitional to permanent housing. She then reported that the second validation study has been submitted to the Alliance for Children to be reviewed for inclusion in their Families and Societies journal. Ms. Holmes passed out fliers advertising the C.A.R.E.S. Java and Jewels fund raising event to take place on July 24th, where 100 percent of the proceeds will go to Brevard C.A.R.E.S. Ms. Holmes thanked the board.

NCIE Report

Dr. Schneider-Munoz commended Ms. Holmes and her staff for the tremendous time and effort they invested in providing the data for the report submitted to the Alliance for Children. He added if accepted, the article is the most comprehensive study conducted to date on Wraparound.

Dr. Schneider-Munoz spoke about the convening he and Ms. Betsy Farmer attended in Cleveland through the Jim Casey initiative. Dr. Schneider-Munoz was the keynote speaker and led the plenary session with national stakeholders on housing, homeless children and families, and the replication of one system of care across the country.

Lastly, Dr. Schneider-Munoz reported that the Federal Government closed five resource centers focused on training, evaluation and technical assistance and rebid three new centers to focus on family wellness and child welfare services.

New Business:

Financial Report:

Ms. Hensler then reviewed the May 2014 financials and reported the year to date vacancy rate variance continues to decrease while a position remains open and she projects there will be 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 has been received and will fund for adoptions through 2014 FYE. Ms. Hensler reviewed other line items including purchased services, IL and out of home care and updated the board on the current and projected status of each. She reported the carry forward funds will also offset the anticipated deficit. Mr. Gutierrez thanked Ms. Hensler for her help and said it has been a pleasure working with her over the years.

Mr. Whitten then moved on to the next agenda item while Ms. Hensler prepared for her 2014-2015 budget presentation.

Dr. Nellius then spoke about the new CMA contract and the proposed model changes. She then said because it is a new contract it requires board approval before execution.

Motion: Ms. Rich-New moved to approve the new CMA Contract with Impower. This was seconded by Mr. Gutierrez and the motion was passed unanimously.

Mr. Whitten then asked Ms. Grier to provide a status update on the current lawsuit. Ms. Grier reported that the hearing did take place on May 22nd and the judge gave the plaintiff 60 days to amend their complaint with specific violations. Ms. Grier said they have until July 21st to file the complaint and the next course of action will depend on the alleged allegations and violations reported in the new complaint.

Mr. Whitten asked Ms. Hensler to proceed with her PowerPoint 2014-2015 Budget Presentation. Ms. Hensler reviewed the Agency's Revenue and Expenditures by line item. Dr. Nellius added that the non-recurring expenses were offset by the one-time special appropriations; therefore, no revenue line item was added. Ms. Hensler then requested the board for a motion to approve.

Motion: Mr. Gutierrez moved to approve the 2014-2015 Budget. This was seconded by Mr. Smith and the motion was passed unanimously.

Mr. Whitten then asked Ms. Holmes to present her prospective Brevard C.A.R.E.S Board Members. Ms. Holmes introduced Ms. Crystal A. Turman as a licensed Clinical Social Working with a military background working with Nassau's critical response, and employee assistant program. Ms. Holmes asked for a motion to approve.

Motion: Ms. Deratany-Goldfarb moved to approve Ms. Turman for a seat on the Brevard C.A.R.E.S. Board of Directors. This was seconded by Ms. Rich-New and the motion was passed unanimously.

Ms. Holmes then introduced Mr. Michael Williams as a law enforcement officer employed by the Brevard County Sheriff's Office and a school resource Officer leading an anti-bullying campaign. Ms. Holmes asked the board to approve his appointment to the Brevard C.A.R.E.S. Board of Directors.

Motion: Mr. Deratany-Goldfarb moved to approve Mr. Michael Williams for a seat on the Brevard C.A.R.E.S. Board of Directors. This was seconded by Ms. Rich-New and the motion was passed unanimously.

Dr. Nellius acknowledged and thanked Ms. Bailey, the newly elected Board Chair for Brevard C.A.R.E.S Board of Directors, for attending her first board meeting.

Mr. Whitten asked Ms. Bailey to report on the Forensic Audit recommendation. Ms. Bailey then deferred to Dr. Nellius. Dr. Nellius spoke about the process used to secure and select the top two proposals obtained to perform the forensic audit for the Promise merger: one from James Milucky, MAC CRFA CFE CPA and one from Bogart Risk Auditing. She said based on the review of the submissions, the conference call responses, and the depth of knowledge and experience, it is recommended that BFP proceed to contract with James Milucky MAC CRFA CFE CPA. She continued to say with board approval, the audit will be completed and presented to the Feasibility Subcommittee during the month of July to review the findings in preparation for Mr. Milucky to present an executive summary to the Board at the August 2014 Board meeting. Dr. Nellius asked for a motion to proceed.

Motion: Ms. Deratany-Goldfarb moved to approve Mr. James Milucky to perform the forensic audit to assess the potential risks associated with the Promise merger. This was seconded by Ms. Bailey and the motion was passed unanimously.

Dr. Nellius further explained the audit process to be performed by James Milucky MAC CRFA CFE CPA to determine any potential risks associated with the Promise merger.

Dr. Nellius then presented the proposed 2014-2015 Board Annual Calendar for board approval. Mr. Whitten asked if there were any questions or additional recommendations. None were expressed.

Motion: Mr. Smith moved to approve 2014-2015 Board Annual Calendars. This was seconded by Ms. Deratany-Goldfarb and the motion was passed unanimously.

Mr. Whitten asked Mr. Ropert to address the next agenda item. Mr. Ropert presented the new Brevard Family Partnership website. He reviewed the calendar of events, new web pages, and posts. He then shared that the board will have a web page specifically designed for them to review their board documents. Mr. Ropert said the page is password protected and Ms. Blackburn will share that information with the board. Mr. Ropert then reported that the BFP commercials are now showing in six movie theaters and are seen before the movie credits. Mr. Smith asked if it were possible to review the commercials played at the theaters. Mr. Ropert will provide the link.

Action Item: Mr. Ropert will provide Ms. Blackburn with the password and in turn she will share that information with the board.

Action Item: Mr. Ropert will send the link for the board members to preview the commercials shown in the theaters.

Mr. Whitten asked Dr. Nellius to report on Goal 7

Dr. Nellius informed the board that Strategic Plan Goals Year 2 will be presented at the August 2014 board meeting.

Dr. Nellius then reported on **Goal 7: OUT OF HOME CARE** – Optimize placement options for children close to home, school, and community. It has always been a priority to keep out children in Brevard County

Objectives:

Recruit, train, and retain foster families and group homes, and set performance standards for all out-of-home placements

Strategies:

7a. Expand the Quality Parenting Initiative to focus on normalcy, positive youth development, and trauma informed care principles

Train Foster Parents and partners in statutory changes by Sept 2013. Create web based training for those unable to attend.

Include Foster Parents in TIC Initiative and create web based training opportunities

Operations: 100% of foster parents and partners will be offered training Foster Parent representatives will be included on TIC committee

Foster Parents will be invited to the Summit.

Public Comments:

Ms., Michelle Scott, CHS reported that this will be her last time attending the BFP board meeting. She thanked the board for their guidance and leadership over the last 11 years. Ms. Miles added that Ms. Scott is moving and will be overseeing the entire statewide Migrant Children program.

Dr. Nellius extended her thanks and appreciation for CHS and their contribution and support of Brevard Family Partnership of the last 11 years.

Mr. Whitten then adjourned the meeting.

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved at the August 28, 2014 Board of Directors Meeting.