

BOARD OF DIRECTORS
September 28, 2017 Board Meeting
Minutes

Attendees: Mr. Eric Smith, Board Chair Treasurer, Dr. Greg Howes, Board Vice Chair, Ms. Andrea Betting, Ms. Kathleen Rich-New, Ms. Barbara Loftus, and Ms. Catherine Wright.

Members Absent: Mr. Mark Peterson, Mr. Stockton Whitten, Board Treasurer, Ms. Ruth Long

Others in Attendance: Dr. Patricia Nellius, CEO, Ms. Laurie Anna Blackburn, Board Liaison, Ms. Debbie Davidson-Cook, Sr. Executive of Compliance, Mr. James Carlson, Sr. Executive of Administration, Ms. Valerie Holmes, Executive Director, Mr. Kevin Maloney, Sr. Executive of Strategy, Ms. Amy Hammet, DCF, Mr. Bill Bucher, Family Allies, Ms. Phebe Powell, Brevard C.A.R.E.S., Ms. Ashley Carraro, BFP, Ms. Tammy Bousquet, Crosswinds, Ms. Michelle Baer, Brevard Public Schools, Ms. Patrice Grier, BFP, Ms. Laura Higginbotham, IMPOWER.

Mr. Smith opened the meeting, welcomed and thanked everyone for attending the September 28, 2017 BFP Board Meeting. He then asked all to state their names for the record.

Mr. Smith then reminded members that if anyone had a real or perceived conflict of interest to please complete the Conflict of Interest form (available at the meeting). None were presented.

Motion: Ms. Betting moved to approve the September 28, 2017 Draft Agenda. This was seconded by Ms. Wright and the motion passed unanimously.

Mr. Smith then asked Ms. Holmes for guest introductions.

Ms. Holmes introduced Ms. Ashley Carraro, Sr. Director of Programs and shared she has been working closely with the Center for the Study of Social Policy (CSSP) to launch the Brevard Youth Thrive (BYT) initiative to include the Trauma Informed Care (TIC) Summit, Keys to Independence, and two youth leadership academies.

Ms. Carraro spoke about Dr. Nellius' vision back in 2012 to implement a culture change to promote positive youth development by holding Youth Thrive Trainings in partnership with (CSSP) for key leaders within the community. She reported since then, the agency has held 4 summits and 5 youth cafes where youth are given an opportunity to express what they need to become successful. She was excited to report on the following opportunities to help youth become successful as they move towards their independence:

- The Brevard Youth Leadership Academy initiative where 8 to 12 youth will participate in a 6 month leadership training, who will then proceed to the youth advisory council.
- The Accelerate Program designed to teach youth leadership skills and prepare youth for adulthood. Successful completion of the program results in them receiving a car upon their 18th birthday.

- The agency has partnered with Family Allies and CBC of Central Florida to participate in the Keys to Independence project; a program designed to assist youth in licensed foster care obtain a driver's license and insurance.

Ms. Holmes then introduced Ms. Tammy Bousquet, Director of Independent Living at Crosswinds who leads a team of case managers to help support youth in extended foster care through transition, and she also works closely with the Keys to Independence project.

Ms. Bousquet shared she has been with Crosswinds for 20 years. She then said the primary goal is to facilitate transition planning from the youth's current placement to independent living. The transition plan starts at the age of 16 and up to age 23 providing resources and links to assist with transition into adulthood. She added, In the event of a crisis, Crosswinds is also a resource for youth who need to return into care.

Ms. Holmes introduced Ms. Michelle Baer, Foster Care Guidance Counselor with Brevard Public Schools (BPS). Ms. Holmes reported last year a new legislation passed called: The Every Student Succeeds Act which ensures that every child who enters into foster care is evaluated and if it is in the best interest of the child they may remain in their local school district with educational programs and support that will help students be successful.

Ms. Baer shared she is the liaison between BFP and BPS working with and advocating for students between the ages of 13 to 18, i.e. attendance review and submitting waivers as needed, review test scores, grades, credits and assist the student with overcoming any educational barriers and through the case managers assist the students with living challenges such as medical, food, homelessness.

Mr. Smith then asked for clarification on the source of funding for the Foster Care Guidance Counselor. Dr. Nellius reported the funding originated from Connected by 25 several years ago when the community board identified the need as a chief priority; it was funded for several years until they divested and since then, BFP has maintained reserves to fund for the position.

Motion: Ms. Wright moved to approve the August 24, 2017 Board Meeting Minutes. This was seconded by Ms. Betting and the motion passed unanimously.

Motion: Ms. Loftus moved to approve the September 18, 2017 Board Meeting Minutes. This was seconded by Ms. Rich-New and the motion passed unanimously.

Consent Agenda

Motion: Ms. Rich-New moved to approve the Board Data Report. This was seconded by Ms. Betting and the motion passed unanimously

CEO Board Report

Dr. Nellius began by commending the family of agencies, foster parents, community partners for their exemplary job in executing our Hurricane Emergency Operations protocol and DCF for their leadership and support.

Dr. Nellius was pleased to report Ms. Robin Whiting; BFP foster/adoptive parent was recognized at the Space Coast Public Service Awards Hall of Fame Ceremony on September 23, 2017 and was the recipient of the Making a Difference Award that recognizes individuals or groups who have made significant contributions to improving the quality of life for citizens of Brevard County. Ms. Whiting is a remarkable person; she has adopted 5 children and fostered more than 30 children. Dr. Nellius then shared Ms. Whiting is also a candidate for the national Casey Excellence for Children Award issued through the Casey Family Foundation to extraordinary human beings.

Dr. Nellius then stated, due to the impact of the hurricane, COA has agreed to postpone BFP's site visit to December 3-5, 2017 and November 5-6, 2017 for C.A.R.E.S.

Dr. Nellius provided a status update on the board's decision to issue a demand letter, through external counsel to IMPOWER requesting the \$51,745.00 repayment: Ms. Davidson-Cook received a letter on August 25, 2017 from IMPOWER stating they are in the process of performing a similar audit of its receipts and expenditures and once they have completed their review they will respond to the two letters dated June 30, 2017 and August 7, 2017. She then reported BFP received another Public Records Request from IMPOWER as well as a demand letter from their Attorney. She then referred members to their binders to review copies of the documents.

Dr. Nellius then spoke about her meeting with the DCF Secretary and FCC leadership concerning the major changes to the state wide system of care, i.e. The Federal Government will be eliminating the Title IV-E Waivers and replace the SACWIS system. She then directed board members to her board report for an overview and suggested having communications with C.A.R.E.S. to begin diversifying funding resources and analyze the impact on case management which will be addressed in her organizational analysis and submitted to the Board. Dr. Nellius then provided a brief overview on the non-restrictive use of IV-E Waver funds for prevention and diversion programs.

Dr. Nellius then reported that Mr. Carson attended the FCC-CBC Board Meeting and the intent was for the FCC Board to vote on its position pertaining to the Guiding Principles document and the 35% statutory interpretation around operating programs in-house or outsourcing. Mr. Carlson shared the Guiding Principles document discusses the relationship between the lead agencies and providers within the community driven system of care. It passed unanimously. The second document reviewed was a report out on the FCC subcommittees outlining the items to be discussed. The final document addressed the 35% statutory interpretation with discussions centered on not wanting the legislatures to define the measure. The FCC Board then agreed to form a subcommittee consisting of representatives from 4 CBC's and 4 Providers to devise an agreement and present it at the December FCC Board meeting.

The board then discussed the vague wording to the current statute and the unintended consequences of enforcing the 35% statute and the impact on the lead agency should a provider rescind a contract on short notice and the lead agency has no time to procure it.

Dr. Nellius was pleased to announce that Mr. Kevin Maloney was the recipient of the Child Welfare Excellence Award at the DCF Dependency Court Summit for his service and commitment to improving the lives of children and families while serving at Kids Central.

Ms. Holmes was pleased to report that the Safety Management Services Team in partnership with DCF was recognized for their responsiveness to prevent removals. She commended Ms. Powell and her team for a job well done.

Ms. Holmes was also pleased to report BFP's Intake and Placement was recognized for their timely placement of children. DCF requires that placement be made within 4 hours of removal and the team has not exceeded that timeframe.

Dr. Nellius reported the Financial Viability Plan was submitted to DCF. Mr. Maloney has taken the lead on coordinating the data management and reporting.

Dr. Nellius was pleased to announce BFP was informed on September 13, 2017 that the Space Coast Behavioral Health Foundation is assuming the Family Counseling Center as an asset purchase acquisition.

She ended her report by expressing it has been an honor and privilege to work for such an exemplary organization alongside a stellar team of consummate child welfare professionals, service providers, Board members, donors and volunteers as she steps down from her role as CEO to begin her retirement journey.

Mr. Smith commended Dr. Nellius for the tremendous impact she has made by implementing processes within the system of care, mentoring emerging leaders within the organization, and the influence she had on the lives of children who have become successful adults. He then said that the board is looking forward to continue working with Dr. Nellius as the agency's consultant.

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

Ms. Powell began by commending her staff for their phenomenal team effort in implementing their disaster plan and follow up after Hurricane Irma.

Ms. Powell then shared Brevard C.A.R.E.S., Brevard Family Partnership is partnering with Parenting with Love and Limits (PLL) to implement their program by November. She then added she and Ms. Pellegrino have started to conduct the first round of interviews and one candidate has been forwarded to PLL to conduct the second interview.

Ms. Powell then spoke about the Open Table Model and shared it's a promising practice and she is encouraged by how other communities implemented the model particularly with youth exiting

foster care. She was exited to learn that the table members who participate in the transition planning process stay with the young person and often become their role models or mentors.

Ms. Powell then reported the COA site visit has been postponed to November.

Mr. Smith commended Ms. Powell and her staff for a great job in executing the disaster plan.

Family Allies Board Report

Mr. Bucher shared Family Allies has been in existence for 90 days.

He then shared the first training class of 4 has graduated and the next training class is scheduled to begin in October extending through January, with 10 new hires selected to attend the training.

Mr. Bucher reported in August he and Ms. Guemple started a process with supervisors, case and care managers to conduct monthly reviews of all children in OOHC and through this process they have identified opportunities to expedite permanency and system efficiencies to support timely permanency. The plan is to continue the reviews every month to identify solutions and remove barriers preventing children from achieving permanency.

Mr. Bucher was pleased to report that Family Allies exceeded the target for children exiting to a permanent home within 12 months of entering OOHC in July and August. Their self-identified target is 48%, which is approximately 18% higher than the federal target of 40.5%. Their performance in July was 48%, over 50% in August, and based upon his projections he expects to exceed the target in all four quarters this fiscal year.

Mr. Bucher shared that he continues to engage stakeholders:

- Met with Office of Regional Counsel / Parent Attorneys in August and presented the transition;
- Attended the Dependency Judge's Court Stakeholder meeting and
- Scheduled to conduct a presentation for the GAL staff and volunteers on October 5.

Mr. Bucher ended by saying moral high and performance is operating at a high level.

Mr. Smith expressed his appreciation for the great work Mr. Bucher and his staff are achieving.

Financials

Mr. Carlson asked board members to turn to page 2 and 3 of the Statement of Revenue and Expenses ending August 31, 2017. He then referenced the revenue line and reported for the first 2 months of the year, DCF issues advanced payments equal the payments in the first year of the contract and the \$561k short fall will be recovered over the next 10 months. He then reported insurance expense is over budget due to prepaid requirements, Out of Home Care was over budget due to the annual clothing vouchers paid out in July, case management is over due to the C.A.R.E.S. July Invoice (realized in August).

Action Item: Ms. Wright asked for clarification on the salary variance and Mr. Carlson stated he did not have that information on hand and that he would e-mail that information to her.

Mr. Smith then shared that next Board Retreat is scheduled from 8:30 to 12:00 on January 25th beginning with breakfast and the 2nd half of the day is the Annual Board Business Meeting beginning at 1:00 or after lunch. Mr. Smith then suggested that Dr. Nellius attend the Retreat to report on her organizational analysis for the Boards consideration. Ms. Blackburn will find the best value for the venue.

Dr. Nellius then reported that the Audio Recorder Malfunctioned during the August 24, 2017 Board Meeting and Ms. Blackburn used her notes to prepare the minutes.

Old Business

Ms. Loftus reported the Risk Management Subcommittee did not convene in September and will convene for their scheduled meeting in October.

Mr. Carlson reported that the planning for the Gala is advancing nicely and 7 acts are confirmed for the event. He then shared the 4 judges are: Representative Goodson, Libby Donoghue, Executive Director of 211, Nancy Peltonen, CEO of the Greater Palm Bay Chamber of Commerce and Winston Scott, from FIT and a former Astronaut. He then shared that a gala dinner was held and 6 of the 7 acts were able to attend. He was pleased to report the agency has collected \$25K in sponsorships. Mr. Carlson reminded board members that Ms. Wright is one of the acts and he asked members to support her. Mr. Carlson then shared that the Community Foundations Board is participating again this year and any funds they receive over the cost of the dinner will be deposited into our endowment fund. Mr. Smith asked if there would be a rehearsal and Mr. Carlson stated it would be on the Saturday morning of the event.

Ms. Wright reported that the Marketing Subcommittee meets on a monthly basis and continues to work on the progressive website redesign for BFP, mapping out the customer journey, what types of call to action they would like to see, and reorganizing of the content and tabs. The launch should take place sometime in the 3rd quarter of this year.

Ms. Wright then mentioned the committee continues to work on the development of a visual signage board with BFP as the anchor and linkage to the family of agencies. She stated that Mr. Carlson presented the final designs at the last committee meeting.

Mr. Smith directed board members to the donation form located in their binder and asked that each member determine the amount of contributions they would like to pledge.

Mr. Smith then directed the board members to the Board Donation Report and noted it's used as a reminder to keep members on track with the amount they committed to pledge.

Mr. Smith then reminded members that the Board Subcommittee Roster is also located in the back of the binder for their review.

Dr. Nellius stated that Ms. Ruth Long is currently the Chair of the Donor Relations and Civic Engagement Subcommittee and would like to step down from that position after the Gala and join the Risk Management Subcommittee as risk management aligns more with her position and experience at the hospital. Mr. Smith acknowledged the request and the board will consider a replacement for her.

Dr. Nellius then reported the Strategic Plan is in its final stages of development and next month staff will begin reporting on the strategic goals. Mr. Maloney shared that he extracted the goals and Initiatives from the organizations Strategic Plan and developed a work plan reporting tool. He then said the work plan has been disseminated among the Executive team to assign individual champions to manage and report out on the strategic plan goals. Mr. Maloney noted that the work book also contains CFSR tracking and the Financial Viability Plan and are aligned in the same manner as the Strategic Work Plan. Once staff report out on the goals and initiatives, Dr. Nellius will have Ms. Blackburn post the tool to the Board Portal.

Public Comments

Ms. Davidson-Cook reminded Members that Monday, December 4th at 9:00 is the COA opening and COA will meet with Board Members right after. Mr. Smith asked Ms. Davidson-Cook to send reminders to the board as we move closer to the date.

Mr. Smith then reminded board members to complete the COA survey.

Ms. Loftus reported she has a friend who is a Guardian Ad Litem and she commended a Family Allies case manager. Ms. Loftus will forward the case managers name to Mr. Bucher.

Motion: Dr. Howes moved to adjourn. This was seconded by Ms. Betting and the motion passed unanimously.

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on October 26, 2017