

BOARD OF DIRECTORS  
October 27, 2016 Board Meeting  
Minutes

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

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

**Others in Attendance:** Dr. Patricia Nellius, CEO, Ms. Laurie Anna Blackburn, Board Liaison, Ms. Valerie Holmes, Ms. Debbie Davidson-Cook, Mr. Bill Bucher, Mr. Jim Carlson, Ms. Phebe Powell, Brevard C.A.R.E.S, Ms. Eleanora Rubino-Erdogan, Ms. Amy Hammett, DCF, Mr. Bill Marallo, IMPOWER, Mr. Steve Glywaski, IMPOWER, Ms. Ana Baznik, IMPOWER, Ms. Tina Reina, IMPOWER, Ms. Brooke Deratany-Goldfarb, Big Brothers/Big Sisters of Central Florida, Ms. Jessica Ayala, BFP.

Mr. Smith opened the meeting, welcomed and thanked everyone for attending the October 27, 2016 Board of Directors meeting. He then asked all to state their names for the record.

Ms. Rubino-Erdogan addressed the board sharing she is a radio talk show host and has her own show on WMEL 1060 AM. She has been an active child advocate for most of her life and her reason for attending the board meeting was to offer her experience and help in support of Brevard's children. Mr. Smith thanked her for attending.

**Motion:** Ms. Rich-New moved to approve the October 27, 2016 agenda. This was seconded by Ms. Wright and the motion passed unanimously.

Mr. Smith then reminded members that if they had a conflict of interest to please complete the Conflict of Interest form (available at the meeting) and provide it to Ms. Blackburn. No conflicts were presented.

Mr. Smith then asked Dr. Nellius to introduce the Board Guests.

Dr. Nellius began by commending Ms. Deratany-Goldfarb for her many years of dedication and commitment serving on the Brevard Family Partnership's Board of Directors. She then shared Ms. Deratany-Goldfarb is a devout child advocate who has served as a Guardian Ad Litem and is now working for Big Brothers/Big Sisters of Central Florida. Dr. Nellius expressed that it was an honor to present Ms. Goldfarb with a plaque recognizing her for serving on the board and for the impact she has had on lives of Brevard's children. Ms. Goldfarb shared after becoming a BFP Board member and learning about the agency's mission and vision to serve children and families, she was inspired to become a Guardian Ad Litem and now working full time to help strengthen children and families. The board thanked Ms. Goldfarb for serving and wished her well in her new role.

Mr. Smith then shared Ms. Jessica Ayala and the IMPOWER adoption team was present and he asked for introductions.

Ms. Ayala shared Mr. John and Mrs. Jennie Foster adopted three children and they are expected to arrive shortly.

Mr. Smith then asked Dr. Nellius to introduce her guest while waiting for Ms. Ayala's adoptive parents to arrive.

Dr. Nellius welcomed Mr. Bill D'Aiuto, Central Regional Managing Director for the Department of Children and Families. She then thanked Mr. D'Aiuto for his leadership and support before and after the hurricane. She asked him to speak on DCF's strategic and legislative priorities.

Mr. D'Aiuto asked board members to introduce themselves. He then thanked Dr. Nellius for her kind words and invitation to speak to the board. He shared he has been in his role for 4 years and finds the partnership and relationship with Brevard Family Partnership extraordinary and commended the board and Dr. Nellius for their continued innovations and enhancements within the Child Welfare System of Care. He spoke about the implementation of the Safety Decision Making Methodology (SDMM) causing a spike in the number of children coming into care and commended the agency for working with the Department to address the issues from both a financial aspect leading to the Risk Pool Funding, along with implementing front end prevention and diversion programs. He then spoke about Mr. Mike Carroll, DCF Secretary and his 25 years of service in child welfare both professionally and personally; he is also an adoptive parent. He then shared one of the departments major initiatives is to work in partnership with the lead agencies, provider partners, and managing entities on the integration of substance abuse, mental health and the Child Welfare system. The department is performing a self-study by region for an assessment on how community partners are working together to determine a baseline for the need of services. Then a peer review will be conducted on each assessment to validate findings and develop an action plan. Another initiative is to build proficiency and fidelity to the SDMM model working in conjunction with a third priority to standardize support and intervention services across the state to ensure all children and families are receiving the same services and level of care. Mr. D'Aiuto provided a breakdown of the Legislative Budget Request (LBR) submitted to the Governor: \$4 million for Case Management, \$8 million for Safety Management Services, \$5 million for Risk Pool Funding, \$4.8 million expand Interventions for high risk children with mental health issues and implementing CAT Teams, \$1 million for victims of human trafficking, \$2 million for results oriented accountability such as Predictive Analytics to look at factors driving decisions and outcomes within the Child Welfare System, \$800k for Foster Home cost of living increases, \$550K for Non-Relative caregivers, and \$900K to enhance the FSFN data tracking system to align with the SDMM. He ended by commending the agency for the work that is being done and the strategic approach in implementing programs recommended from the Risk Pool Review team which is evidenced in the Financial Viability Plan. Mr. Smith thanked Mr. D'Aiuto for speaking to the board and for the strong partnership between DCF and BFP.

Mr. Smith then asked for a motion to approve the September 22, 2016 board meeting minutes.

**Motion:** Ms. Loftus moved to approve the September 22, 2016 board meeting minutes. This was seconded by Dr. Howes and the motion passed unanimously.

Mr. Smith then asked for a motion to approve the Consent Item.

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

Mr. Smith asked for Dr. Nellius to present the CEO Board Report.

## Board Report

Dr. Nellius reported November is National Adoption Awareness Month and commended the IMPOWER team: Ms. Dana Whitson, Ms. Tina Reina, Mr. Bill Marallo and Mr. Steve Glywaski for a stellar job facilitating the 18 adoptions to date, with 13 scheduled for November and by the end of December, the agency will be at the half way mark in reaching the goal of 66 adoptions by fiscal year end. Ms. Holmes then explained the process used for matching children with their adoptive families.

Dr. Nellius then recognized Ms. Betting for her commitment to adoptions and for the work she does through her agency; Florida Adoption Center, ensuring all children have a family to love and nurture them.

Dr. Nellius then asked staff of IMPOWER to speak about the work involved in the adoption process. Mr. Glywaski reported due to a miss-understanding the adoptive parents will not make the meeting. Ms. Reina then reported the team works with children who have been identified for placement with a foster parent, relative or non-relative care-givers. Then, a home study is performed to ensure a good match and to finalize the adoption process. For those children who do not have identified placements, recruitment events are held to locate an appropriate match. Mr. Marallo also spoke about the PRIDE classes held to prepare foster parents for placement and potential adoptions. Ms. Ayala added the IMPOWER adoption team also holds specific child recruitment events to target a potential placement and adoption match. Mr. Marallo added the team has implemented a new mentorship program to introduce the child to a mentor which may inspire the mentor to consider taking the child into their care with a potential adoption match in mind.

Dr. Nellius then asked Mr. Bucher to speak on the Permanency Roundtable process. Mr. Bucher shared one of the recommendations from the Risk Pool Team was to review the children who have been in care the longest and implement a process to identify opportunities for reunification or placements. Mr. Bucher then shared BFP partnered with the Casey Family organization to implement permanency roundtables to develop a process through a new perspective to identify possible opportunities for reunification or locate connections for the children. He added since implementing the permanency round tables in June, 36 children have been reviewed, of the 36 two of the children have been adopted.

Dr. Nellius asked the adoption team to share the reason for selecting Mr. and Mrs. Foster. Mr. Glywaski shared Mr. and Mrs. Foster adopted three of their grandchildren and they have three children of their own. Ms. Ayala added they also offer support for other adoptive families. Dr. Nellius then commended the adoption team for their outstanding commitment in finding forever homes and for meeting or exceeding the adoption goals since the inception of the contract, with 830 adoptions finalized to date. Ms. Baznik added the team is passionate about what they do and she commended them for their dedication and commitment to uniting children with their forever families.

Dr. Nellius then invited board members to attend the Adoption Ceremony on November 11, 2016 and suggest they contact Ms. Blackburn if interested in attending.

Dr. Nellius shared that the month began with deployment of the BFP Disaster Preparedness Plan in preparation for Hurricane Matthew and reported staff, partners and providers did an exemplary job executing the plan and ensuring the safety and well-being of our children, youth and families. She then shared DCF Central Regional Managing Director Bill D'Aiuto was a tremendous support through the process.

Dr. Nellius was pleased to report that BFP received an \$80,000 bonus payment from the Child Welfare Integrated Health Services Partnership for successfully managing the utilization of behavioral and medical health services under the program.

Dr. Nellius was excited to report the California Evidence Based Clearing rated the C.A.R.E.S. program application level 3 evidence based program model and it has been posted on the clearinghouse portal. Dr. Nellius then shared the link to the program site and reviewed other evidenced based programs and provided an overview of the criteria for each classification, the scientific rating and evaluation process. She added next year the agency will begin the randomized and controlled studies to achieve the next level of credentialing.

Dr. Nellius then shared, at the recommendation of the Risk Pool Team, staff and partners have worked diligently over the first quarter of the new fiscal year to implement initiatives to enhance the System of Care and monitor and control spending while ensuring the safety and wellbeing of those in our care.

She then reported on October 10<sup>th</sup> the Auditors arrived to begin the annual audit and have since departed and everything appears favorable.

She ended her report sharing the 2nd Annual BFP Decades in Revue Lip Sync Battle will take place on Saturday October 29th. The Judges for the evening include: Malak Hamad, Brooke Deratany Goldfarb, Rob Rains, and Nancy Peltonen. She commended staff and volunteers for an outstanding job planning and preparing for the event. She then thanked Ms. Long, Ms. Loftus, Ms. Wright, Mr. Whitten and Dr. Howes, for their generous contributions and Mr. Eric Smith for committing \$2,500 to sponsor the event and for committing to be an act.

Mr. Smith then asked Ms. Powell to present the C.A.R.E.S. Board Report.

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

Ms. Powell began by reiterating the need to deploy emergency procedures due to Hurricane Matthew. She added it was first time experience for many of the staff and a learning opportunity for improvement.

Ms. Powell was pleased to report that Brevard C.A.R.E.S. was recently approved as a Medicare Provider.

Ms. Powell then reported Brevard C.A.R.E.S. participated in the Child Welfare Behavioral Health Self Study with other System of care partners to discuss areas of strengths and room for improvement.

She then shared Brevard C.A.R.E.S., joined other system of care partners to present an overview of the child welfare system at the Brevard Public School Professional Development Day –*Partners for Student Success*. The event provided an excellent opportunity to educate school personnel on the vast array of services that C.A.R.E.S. can provide from primary prevention programs.

I

Ms. Powell then provided a brief overview of the evacuation process at Mr. Smith's request. Dr. Nellius added the process was three fold; Pre-Storm C.A.R.E.S contacted all families to identify where children would be if deployed, Licensing contacted foster parents to identify where the children would be if deployed, along with Case Management and Group Homes providing an account of where all children entrusted in our care were located. She added all our partners

along with DCF performed a stellar job with the evacuation process and debriefing with the families post-storm.

Mr. Smith then asked Mr. Carlson to present the financials.

### Financials

Mr. Carlson referred the board to the September 2016 Statement of Revenue and Expenditures. He then reported the total revenue for the month is \$91K which includes the \$80K unexpected bonus payment from the Child Welfare Integrated Health Services. He then reported the salaries and benefits expense is over budget because of the 3 payroll periods in the month. Professional and Consulting fees are over budget due to the number of invoices submitted at one time by our lobbyist and the Insurance is over and is attributed to the quarterly premium payment. He then reported travel expense is over and is due to the mileage and expenses for staff attending the Dependency Court Summit. Year to date shows a small overage of approximately \$3K even after the \$110K clothing allotment disbursed in July and the one-time \$70K incidental payment. Mr. Carlson shared the agency is in a good financial position and commended the Programs division for their continued efforts in closely monitoring and managing out of home care costs.

Dr. Nellius reminded Board Members that there will be no November Board Meeting and the leadership team will be holding a legislative breakfast on Friday, December 2, 2016 at the Holiday Inn in Viera and an invitation will be mailed out shortly.

Mr. Smith then reminded the board the Governance policies presented today have been posted to the portal for the last month and he is seeking a blanket motion to approve GOV001 – Ethics, GOV012 – Human Subject Research Policy and GOV012A – Human Subject Research Procedure.

**Motion:** Dr. Howes moved to approve Governance Policies GOV001 – Ethics, GOV012 – Human Subject Research Policy and GOV012A – Human Subject Research Procedure. This was seconded Ms. Wright and the motion passed unanimously.

Mr. Smith then thanked board members for taking the time to review policies in advance of the meeting.

### Old Business

Mr. Smith shared the annual board retreat and annual business meeting will be held on Thursday, January 26, 2017 at the Crowne Plaza in Melbourne.

Mr. Smith reminded the board that the Lip-sync Gala is on Saturday, October 29<sup>th</sup> at 6:00 pm at the Hilton Melbourne Rialto Place and tickets are available on line and at the door.

Mr. Smith then asked Mr. Bucher to report on Strategic Plan Goal 2: Quality Assurance- Collect and use data and research to forecast needs and to improve services

Maintain strong emphasis on evidence based practices and performance measures for QA/Q

2b. Fully implement and integrate new technology tools for improved data collection and tracking.

Integration and implementation of data management systems will improve performance outcomes, monitoring, and forecasting

Increase utilization of Mindshare TACF within Case Management (100% of CMA staff will actively use Mindshare TACF)

Implement Mindshare TACF Mobile Application by August 2016

Implement data management system (Mindshare, DocVault, P-kids) for licensing, intake, and placement by October 2016.

Identify required elements for Provider Outcomes Dashboard by September 2016

Implement electronic record storage system for youth in care (My Jump Vault) by November 2016

Mr. Smith then reminded the next board meeting will be on December 8, 2016.

Mr. Smith asked for public comments.

### Public Comments

Ms. Goldfarb offered to meet with anyone interested in the services Big Brother and Big Sister have to offer. She then spoke about the recruitment efforts and the need for male mentors in the Northern Part of the County. She then mentioned she has the referral forms.

Mr. Smith asked for a motion to adjourn.

**Motion:** Ms. Rich-New moved to adjourn. This was seconded by Ms. Wright and the motion passed unanimously.

Respectfully Submitted,

Laurie Anna Blackburn  
Board Liaison

Approved at the December 8, 2016 Board of Directors meeting.