

BOARD OF DIRECTORS
MARCH 28, 2013 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. Stockton Whitten, Board Chair, Judge Kelly McKibben, Board Vice Chair, Mr. Samuel Gutierrez, Board Treasurer, Mr. William Ryder, Ms. Brooke Deratany-Goldfarb, Ms. and, Ms. Christa Bailey.

Board Members Absent: Officer Michael Cadore, Ms. Kathleen Rich New, Mr. Mel Broom and Mr. Eric Smith.

Others in Attendance: Dr. Patricia Nellius, Chief Executive Officer, Ms. Valerie M. Randall, Chief Personnel & Administrative Officer, Ms. Debbie Davidson-Cook, Chief Compliance & Utilization Officer, Ms. Gloria Hensler, Finance Director, Mr. Jim Carlson, COO, Mr. Geo Ropert, Director of Communications, Ms. Kelly Swartz, Staff Attorney and Ms. Laurie-Anna Blackburn, Executive Assistant. Also in attendance were Ms. Janet Thompson, DCF, Mr. Michael Hussey, DCF, Mr. Michael Welch, Merrill Lynch, Ms. Valerie Holmes, Executive Director, Brevard C.A.R.E.S., Ms. Jessica Miles, Program Manager Brevard C.A.R.E.S., Ms. Shantinese Jackson, Family Partner Brevard C.A.R.E.S., Mr. Tracy Little, WRAP/Fidelity Liaison Brevard C.A.R.E.S., Dr. Andrew Schneider-Munoz, NCIE and Ms. Michelle Scott, CHS.

Mr. Whitten called the meeting to order and welcomed the members and guests to the March meeting.

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.

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

Motion: Judge McKibben moved to approve the February 28, 2013 board meeting minutes. This was seconded by Mr. Ryder and the motion was passed unanimously.

Mr. Whitten then asked Ms. Holmes to address the board. Ms. Holmes introduced several members of the Brevard C.A.R.E.S. team including Program Manager, Jessica Miles, WRAP/Fidelity Liaison Tracy Little and Family Partner Shantinese Jackson – who she stated was a former consumer of the program. She invited Mr. Little to address the board. Mr. Little thanked the board and provided information about upcoming dates and activities that are scheduled during the Month of April to recognize Child Abuse Prevention Month. He reviewed many activities including the placing of Pin Wheels on April 2, the kickoff event to be held at Squid Lips on April 6th between 5:00 PM and 8:00 PM, the CAPTF awards breakfast on April 18 and he commented that Ms. Miles and Ms. Swartz are nominees for awards. He concluded with the April 22 event of the prevention walk where prevention materials are distributed via door hangers and that this year one zip code was specifically targeted based on the number of calls and provided that to the members.

Ms. Miles then addressed the board. She stated she will soon be celebrating her 5th anniversary with the agency and that in June 2012 she had been promoted to the Program Manager position. She commented that she thrives in her work knowing the positive difference she and her team make in the lives of the children and families served through Brevard C.A.R.E.S. She thanked the board.

Ms. Shantinese Jackson then shared her story. She indicated that she is currently a Family Partner with the agency and that she had been involved with Brevard C.A.R.E.S. approximately five (5) years ago as a consumer. She spoke about challenges she and her family was having with a teen daughter and that her Care Coordinator (Peter Tessier) had worked with she and her family and that they had all learned

and grew as a result of the intervention and supports. She specifically referred to the “natural supports” that had become part of the team and that today some of those same natural supports remain involved in her daughter’s life and that her daughter is now attending college. She stated that the program is outstanding, she had a great outcome and now she is able to provide support and hope to those families with whom she works.

Ms. Holmes then addressed the board and provided some of the achievements of the agency. She commented that the Brevard C.A.R.E.S. board now has eight (8) members with diverse backgrounds, and she reported on several pending grant applications that have been submitted including homelessness prevention and one specifically geared to veterans with families. She also stated that another grant is pending with Gannett for additional support of the Cribs for Kids program. Ms. Holmes indicated that on April 19th for those who eat at UNO restaurant a portion of the day’s proceeds will be donated to Brevard C.A.R.E.S. She also showed the members the first Brevard C.A.R.E.S. cookbook developed by staff and indicated she had some available for purchase. She also shared the impact of the sequestration on the Head Start program and that work is being done with the Brevard Public Schools to hopefully fund one position beyond June 30, 2013. Mr. Little interjected that on April 2 the reading of the Proclamation by Commissioner Infantini will take place at 9:00 AM at the County Commission building.

Action Item: Provide a listing of all Child Abuse Prevention Activities to the board members.

Consent Agenda:

Mr. Whitten asked if there were questions or concerns on the Board Data Report. None were expressed and the next agenda item was discussed.

CEO Board Report:

Dr. Nellius acknowledged Ms. Holmes for her outstanding work leading Brevard C.A.R.E.S. and shared that she is innovative, creative and has done a wonderful job managing staff and the board. She expressed that she wanted to recognize her for her great work. Dr. Nellius then indicated that March is National Social Worker month and that if members interact with any of the wonderful staff within our system of care to please acknowledge them for all they do. She commented that Ms. Scott from CHS is in attendance and thanked her for her dedication and commitment. Dr. Nellius then commented on the statewide WRAP training that will actually be conducted by Brevard C.A.R.E.S. under the National Center for Innovation and Excellence. She then spoke about the upcoming Trauma Informed Care Summit to be held on May 9th at the Hilton Rialto. She shared her excitement about the event and those young adults who will serve as keynote speakers. These include Lydia Joyner, Lucas Boyce, Trenton Miller and Mark Anthony Garrett. She encouraged the board members to attend this inspirational event.

Dr. Nellius then turned to the legislative session and the potential negative impact this may have on the agency and system of care. She stated that the executive team has been working on efficiencies and potential actions that may need to be taken in a tiered approach. She indicated that the current scenario has a potential of \$900,000 in cuts to BFP and with some unfunded mandates being proposed this could increase to \$1.4M. She described tier 1 actions that would address internal efficiencies, tier 2 actions would be enacted if there is some relief from the projections and that tier 3 actions represents the full budget reduction. She commented that if enacted this may be painful to the entire system of care. Dr. Nellius indicated that in a worst case scenario, BFP will attempt to absorb a lion share of the cuts – and over the past few years the BFP SOC has already taken a \$1.2M reduction – and that the tiered reductions will not impact the children and families, but it appears inevitable that the partners in the system of care will have to share in the cuts as well. She also commented that the agency is considering outsourcing the accounting function which would result in a savings of \$43,000. Dr. Nellius then spoke about the contract and that the ITN selection was scheduled to take place on March 27, 2013 has once again been postponed. She expressed that there had been good dialogue in the meetings held locally,

but that Tallahassee has some concerns with some sections and we are still waiting for the final resolution. Mr. Ryder inquired about the CEO position on the equity model. She commented that the 75/25 core funding has been amended to 90/10 in the conforming language, which would help us, but that this is far from final. In closing, Dr. Nellius recognized Ms. Debbie Davidson Cook for her outstanding leadership of the COA process. She remarked that Debbie has been working on COA recertification for over a year, and that last Friday the evidence has been submitted electronically to COA. She thanked Debbie for her diligence and leadership in this critical activity.

Legislative Report:

Mr. Ropert indicated this is week 4 of the legislative session. He commented that the "Normalcy Bill" is sailing through and should go to the Governor for signature. He commented on the equity language and that he felt the Senate would support this, but that the prevention numbers are still not included. He indicated that meetings were held with Senator Negron, Grimsley and that a meeting was also held with Representative Crisafulli to advocate for the prevention children to be included in the equity model. As the bills have already been finalized, he indicated any change would have to be in the form of conforming language. Mr. Ropert then addressed the IL bill which is also progressing and indicated this included unfunded mandates and that the FCFC is working on this issue. It was also reported that there is a request to have the CBC's report their intended uses of current surplus funds. Dr. Nellius interjected and expressed that Brevard is the exception to this issue in that it has consistently evaluated its funds to build capacity over each year of the agency's existence which has resulted in the development of 46 new programs over the past eight (8) years. She shared that unlike some other CBC's BFP does not hold its carry forward to use as a risk pool.

Mr. Ropert continued indicating the Grandparents Visitation Bill was also moving forward and he commented that Ms. Dixie Sansom is very well known and liked in Tallahassee. Mr. Ryder inquired if the IL bill extension includes unfunded mandates and the response is that there are line item unfunded mandates. Dr. Nellius also commented that there is no increased funding in MAS so that also results in another reduction of funds if the bill passes. Mr. Ropert then spoke about the recent foster parent recruitment information meeting and the two (2) days of activities for our IL youth at the space center. He spoke about the great participation with the youth and how much everyone enjoyed being part of the activity. Ms. Goldfard inquired about the number of prospective foster parents and Mr. Ropert replied there were about a dozen. Discussion ensued about the types of future informational activities we may hold for foster parent recruitment and the relationship with the current CPA.

New Business:

Financial Report:

Ms. Hensler referred to the materials in the binders which included the February Statement of Activities and Statement of Financial Position. Ms. Hensler identified specific line items of variances and expressed that in the employee benefit line that the accrual had actually been higher than required so there is an adjustment to correct this. She spoke about the continuing expenses in the legal fee line and that based on current utilization in services we may have a shortfall in this line. As mentioned at the February meeting, Ms. Hensler spoke about the adoption subsidy line and the fact that we did receive some additional funds, but that based on year end projections we may need to receive additional funds or determine how to address the shortfall. It was reported that approximately 30 adoptions are scheduled between now and the end of the fiscal year. The board had no further questions.

Insurance Update:

Ms. Hensler then presented the current insurance coverages that the agency has through our broker, Bouchard and a few additional insurance policies through Insperity.

Where there appears to be duplicative coverage, she reported that the agent will evaluate the policies and provide a recommendation as well as cost savings if one policy is deemed to be adequate. Ms. Hensler also reported that Bouchard is doing a full open market quote for our renewals but that carriers who insure CBC type organizations continue to decline. She reported as well that a quote is being developed for cyber insurance.

Ms. Hensler then requested Mr. Michael Welch from Merrill Lynch to address the board. Mr. Welch addressed the board to provide information about the current portfolio and investments. He provided handouts to the board members as well. He commented that the initial contribution in February 2011 has grown and that for calendar 2012 there had been a good result. He shared that when the investment began, it was set up as a long term strategy with the hope to increase on average 5% over a 20 year period of time. Mr. Whitten inquired about the mix of investment vehicles and how those were chosen. Mr. Welch explained that this account was devised to be a continuing account – as opposed to an individual account that would be available for a specific number of years. He indicated the intent is to protect the funds on the downside and to be on the more conservative side of risk tolerance. No further questions were raised. Mr. Welch thanked the board for the opportunity to share this information and indicated he would welcome their calls as well.

The next item was the BFP five (5) year strategic plan. Dr. Nellius commented on the two (2) documents provided to the board members and indicated that a motion was needed from the board to approve this new plan.

Motion: Mr. Gutierrez moved to approve the new five (5) year strategic plan for the agency. This was seconded by Ms. Goldfarb and the motion was passed unanimously.

Mr. Whitten then spoke about the two (2) recent board member resignations. He shared that Mr. Roselip and Reverend Elliott has resigned shortly after the last board meeting. He indicated that Mr. Roselip had been a founding member of the agency development and that he was sorry to have him leave. He also indicated that letters had been sent to both individuals thanking them for their service to the agency and that new board member recruitment needed to begin. Dr. Nellius also commented that Reverend Elliott had indicated that he resigned due to a conflict of interest but that he would be interested in returning to the Board when it is no longer a factor. Mr. Whitten then spoke about the letter that had been sent on behalf of Officer Michael Cadore and that he had hoped that would have helped in his efforts to attend the meetings. Mr. Whitten indicated he would follow up with Officer Cadore.

Ms. Randall then addressed the upcoming CEO performance evaluation. She reminded the members that she had e-mailed both the CEO self evaluation as well as a blank document for them to complete and that all responses were respectfully requested to be returned no later than April 10, 2013. Ms. Randall also indicated that she had copies of each form if members wanted to take these with them after the meeting.

The next item was the presentation of a potential new board member for the National Center for Innovation and Excellence. Dr. Schneider-Munoz spoke about the intent of this board and that newly recruited members ideally would be those with national stature who would be able to open doors and provide connections for the Center in terms of opportunities and funding for child serving activities. He presented Ms. Judy Nee and provided some background information including her strong experience in after school programs and associations. He strongly recommended Ms. Nee as a board member for the Center.

Motion: Ms. Goldfarb moved to approve Ms. Judy Nee as a board member for the National Center for Innovation and Excellence. This was seconded by Judge McKibben and the motion was passed unanimously

Dr. Schneider-Munoz then provided a brief update on the Center activities to date. He reported that the IRS filing was almost ready and that several policies and procedures have been developed. He indicated that the Jim Casey Youth Opportunities Initiative had invested with the \$140,000 contract he had and he is continuing to do work with Skillman and the Center for the Study of Social Policy which he hopes will translate into new opportunities for the Center. He indicated that a full launch of the Center is scheduled to occur during the upcoming National Wraparound Conference in March 2014.

He shared his upcoming schedule that included trips to New York and Pittsburgh. He indicated while in Pittsburgh he will have meetings with Mellon Bank and Heinz foundation. He reported that he will be in New York to receive an award that is given to the top leader annually in child and youth development areas.

He also indicated he will go to the Center for the Study of Social Policy where he will participate in selecting the top youth development program in the nation. Dr. Nellius interjected and shared that the award he has won is very prestigious and acknowledged him for this honor. Mr. Whitten congratulated Dr. Schneider-Munoz and inquired about the programs and the criteria for the selection at of the top youth development program. Dr. Schneider-Munoz indicated he would obtain this information and provide to the board. Dr. Nellius again referenced the Wrap Conference in March 2014 and that this will be a great time for press releases and the unveiling of the Center.

Mr. Whitten inquired if there were any public comments. Ms. Goldfarb requested to speak. She shared that her experience to date as a board member has been a great journey and that one of the main reasons she was interested in joining after being recruited by Judge McKibben was that she was very impressed by Dr. Nellius and she wanted to learn from her. She indicated that since joining she has learned a great deal about the agency and the mission and now as a GAL with five (5) youth she is so passionate about our work and she expressed how happy she is to be involved and thanked the members for having her. Dr. Nellius thanked Ms. Goldfarb for all she is doing to support our children.

Having no further business Mr. Whitten adjourned the meeting.

Respectfully Submitted,

Valerie M. Randall
Recording Secretary

Approved April 25, 2013 at Board of Directors Meeting