

BOARD OF DIRECTORS
June 28, 2012 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. Stockton Whitten, Board Chair, Judge Kelly McKibben, Board Vice Chair, Sam Gutierrez, Board Treasurer, Mr. Leo Roselip, Mr. William Ryder, Mr. Mel Broom, Ms. Brooke Deratany-Goldfarb, and Ms. Kathleen Rich-New

Board Members Absent: Reverend Scott Elliott, Mr. Michael Cadore 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, Mr. Jim Carlson, COO, Ms. Gloria Hensler, Finance Director,, and Ms. Laurie-Anna Blackburn, Executive Assistant. Also in attendance were Ms. Valerie Holmes, Executive Director, Brevard C.A.R.E.S., Ms. Teresa Miles, CHS, Ms. Michelle Scott, CHS, and Ms. Phebe Powell, DCF. Leadership Team guests included Ms. Stephanie Strodman, Ms. Rose Savoy, Ms. Danielle Santiago, Ms. Regina Wassom, Mr. Peter Tessier, Mr. Mario Newman and Mr. Ramez Sultan. Ms. Linda Romer was unable to attend.

Mr. Whitten called the meeting to order and requested those present state their names for the record.

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

Mr. Whitten then asked if any board members had any conflicts of interest to report per the Board Policy. None were reported.

Motion: Judge McKibben moved to approve the May 24, 2012 board meeting minutes. This was seconded by Mr. Broom and the motion was passed unanimously.

Mr. Whitten then asked Dr. Nellius to present the guests in attendance. Dr. Nellius thanked Mr. Whitten and indicated that she was pleased to announce that the members of the current 2012 Leadership Team were being recognized today and would be presented with certificates. She provided a history on the development of this team and that it was created in response to comments and suggestions made during the annual employee satisfaction survey in 2007-2008. She indicated that this team provided peer representation throughout the agency and served as another avenue for employees to share suggestions, or concerns which could be surfaced with the management. She commented that the current team's charges had been completed very well and that these activities included the budgeting and purchasing of equipment and furniture for the new break room, the responsibility to prepare presentations for the last two (2) employee satisfaction surveys to staff and that they also were responsible for the planning of the employee appreciation week and day away training and activities. She stated that the team had done an outstanding job.

Ms. Goldfarb arrived.

Ms. Strodman, Chair of the Leadership Team addressed the board and commented that she, on behalf of the team, wanted to express her appreciation for the opportunity to engage, develop a strong team and have the chance to learn and demonstrate leadership skills. She stated that she felt it a privilege to be part of this team. Each member of the Leadership Team was presented a certificate and a group picture was taken with the CEO and board members.

Consent Agenda:

Mr. Whitten asked the board members if there were questions on the Board Data Report. Mr. Roselip inquired about the census and Dr. Nellius indicated that there has been an increase in the total census (BFP and Brevard C.A.R.E.S.) of approximately 32%. Discussion took place and it was noted that from the initial transition number of 1530 we had reduced that at one point to 650, however, in the last period of time, the census has increased and that this is of concern.

Staff Reports:

Dr. Nellius then referred to the Board Report and indicated that the increasing census was noted in the report. She indicated this is a growing concern state-wide. Dr. Nellius shared that she has expressed her concerns on a state and regional level with DCF and that the profile of those children currently entering the dependency system was very similar to that of families which had previously been referred to the Brevard C.A.R.E.S. program.

She continued that with the reduction of funds; \$732,000 in FY 2011-2012 and another \$220,000 FY 2012-2013 compounded with the increase in census has resulted in driving up the case loads, impacting foster home capacity and currently the group homes are also at capacity.

She indicated that all the efforts made by BFP from transition which reduced the out-of-homecare census has now unfortunately begun to climb back toward pre-transition levels of the past. Mr. Ryder asked for the reasons for the higher removal rate. Dr. Nellius offered her opinion that the administration is risk adverse due to the tragic events that occurred during the initial days of the new administration compounded with economic factors may be part of the cause. There are a group of leaders analyzing statewide trends and working to understand the shift. It was also noted that Secretary Wilkins' has indicated his view of the success and role of prevention is not certain. Mr. Ryder observed that it is clear that the CBC initiative – based in local control is now moving back to state control. There was also discussion regarding out of county children that are placed in Brevard and the impact this also has on the system's capacity. Dr. Nellius spoke about the foster care recruitment effort which includes a community group that will meet monthly to focus on increasing capacity in this area. She further stated that the actual recruitment is not the core issue, but rather the length of time the process takes and that there are delays in licensing; in some cases a prospective foster parent can be in the process six (6) months before being in a position to take a first child. Ms. Miles interjected from the provider viewpoint and commented that it is not feasible for a group home to maintain empty beds and that in order to ensure capacity out of county children will be accepted. Ms. Powell also commented that Seminole has some issues in this regard and that in order to keep siblings together they are being placed out of county. Ms. Hensler stated that in the past, when BFP had the Welcome Center that we were able to use Safe & Stable Funds to pay to keep beds available but these funds are required to be used for services. Mr. Whitten asked Ms. Powell if she could comment on the Secretary's position. Ms. Powell indicated that early in this administration there were tragic events and that the Secretary felt that a more critical evaluation was required by the PI's when they were called to a home. She also indicated that the shift may have been more conservative and that she believes the administration is moving back from this position. She also stated that she believes that some cases that had formerly been referred to Brevard C.A.R.E.S. should have gone directly to dependency. Ms. Powell indicated that the focus is on ensuring good judgment in the PI area and that supervisors are now involved in questionable cases. Mr. Whitten then asked Ms. Powell why she believes the Secretary is supportive of the prevention concept. She responded by speaking about the Miami initiative which is focused on getting support into specific areas of this community to help those at-risk families and the current Partners for Promise initiative. Dr. Nellius acknowledged these initiatives as primary prevention basics. She continued indicating that the Brevard C.A.R.E.S. program provides the same services and support as the dependency side, with the exception of court involvement and that the data is clear that the program works and is successful. There was further discussion on the evolution of Brevard's local system of care and how it now looks very similar to pre-transition.

There was discussion on the number of Brevard children who are currently placed out of county and how the agency can try to protect the local beds. Mr. Whitten thanked Ms. Powell for attending the meeting and for answering his questions.

Ms. Holmes commented that Sarasota had called and asked about the local prevention model and requested information in order to consider employing this model in their local community. Dr. Nellius stated that she and Dr. Munoz have meetings scheduled with Assistant Secretary Digre and Mr. Don Winsted who is a current board member of Child Trends and who has a long history of experience in the Florida child welfare arena.

The next item was discussion on the June 14, 2012 community meeting. Dr. Nellius shared that Commissioner Nelson attended to read the Brevard County Proclamation in support of BFP as the lead agency for Brevard County and that she had received good feedback from the participants. She shared that based on the first two (2) meetings there are five (5) themes that will form the basis of the new strategic plan:

- Independent Living
- Increasing WRAP fidelity and Natural Supports
- Co-location
- Foster Parent Support
- Advocacy and Funding

Judge McKibben commented that both community meetings went well with similar themes resulting. She asked Mr. Broom to comment and he stated that he learned a great deal.

Dr. Nellius then shared that the agency had received a significant donation from the Meehan Foundation thanks to the contact and effort made by Mr. Ryder. She shared that Mr. Ryder has a long term relationship with Mr. Meehan and that his foundation supports faith based initiatives and that Mr. Ryder reached out to him on behalf of the agency.

Dr. Nellius then shared that the contract for the Head Start grant had been signed and we anticipate an operational date of August 15, 2015 for Brevard C.A.R.E.S. Dr. Nellius then advised the board that Dr. Munoz would be on site for the months of July and August working on the development of our QA report and invited the members to reach out to him for coffee, lunch or other casual meeting as he was very knowledgeable on both a national and international level. She also indicated that at the board's request she would look at making arrangements for a board dinner with Dr. Munoz.

Dr. Nellius then spoke about the first scheduled quarterly board subcommittee day on September 22, 2012 and indicated that this may need to be deferred based on the posting of the ITN. She then spoke about the upcoming Regional CEO meeting scheduled for July 18, 2012 and the meetings on the 16th with the Secretary and then the Regional subcommittee members. Dr. Nellius indicated that a meeting date had been established with Representative Goodson for July 19. It was reported that BFP was ranked 3rd on the most recent scorecard and that we continue to be 1st in the state for dental care.

Dr. Nellius continued and informed the members that on June 28th a press conference is scheduled which will share that Florida ranks 4th in the Nation in child welfare and that this is a huge accomplishment. She then shared that the agency has completed 64 adoptions to date with eight (8) more which will take place later today. Staff and partners were commended for once again far exceeding the target for adoptions.

Dr. Nellius then spoke about the COA recertification process and that revisions to the Governance policies will be brought to the board for approval. She then reminded the members that the next meeting is scheduled for August 23, 2012.

Action Item: Mr. Roselip requested that a report from Paxen be presented at the August meeting.

Action Item: Mr. Gutierrez requested that a letter be crafted for the staff to congratulate them on their efforts in adoption. (ISI, BFP and CMA)

Mr. Ryder stated that he would like to have a board dinner with Dr. Munoz. Judge McKibben inquired if board members would attend the meeting with Representative Goodson and Mr. Gutierrez indicated he would like to attend.

Note: Ms. Goldfarb left the meeting.

New Business:

Ms. Gloria Hensler distributed copies of the May Financial Statement of Activities and May Statement of Financial Position to the board members. She shared that there was nothing significant to report and that the focus now is on year end close and the new FY 12-13 budget. Ms. Hensler provided a short overview of the budgeting process which involved many key member of the agency and that she and the accounting staff focus on the administrative portion. She shared there are three (3) major components of the budget: out of home care, purchased services and payroll. She reported that based on last year's budget cuts and the one for the current year that the shortfall (\$220,000) had to be made up in the payroll line. She reported that no merit increases were in the budget, the agency contribution to the 401(k) plan had been reduced from 6% to 3% and that based on a significant increase in the health care premiums, that the employees would be contributing more in the new year. There was discussion on this subject. Ms. Randall shared with the members the impact to the agency and how after much deliberation the final employee contributions were determined and shared the percentage contributions on an employee only tier. Ms. Randall also shared that after the end of the fiscal year that all employees would be receiving benefit statements that would identify all expenses that were expended on behalf of an individual employee. Mr. Whitten asked Dr. Nellius to comment on the budget and she stated that she remains concerned with the out of home care but that she is as comfortable as she can be given the recent trend and concerns that have already been expressed.

Motion: Mr. Gutierrez moved to approve the BFP FY 12-13 budget as presented. This was seconded by Ms. Rich-New and the motion was passed unanimously.

Dr. Nellius then referenced the FY 12-13 annual board calendar and asked if the members had any recommendations on the list of guests or other suggestions. Mr. Ryder asked if Alan Abramowitz could be invited in October for the Guardia Ad Litem session.

Action Item: Dr. Nellius indicated she would discuss this with the local GAL office and Mr. Abramowitz.

Old Business:

The next item on the agenda had already been addressed and Mr. Whitten thanked Mr. Ryder, Mr. Broom and Ms. Rich New for attending the latest Regional CEO Board meeting. He reminded the members of the next scheduled meeting of this group for July 18, 2012. The next item – review of the June 14, 2012 Community Meeting – had already been addressed.

The next item was Board member terms. Judge McKibben referenced the board member terms document in the binders and shared that some members would have to rotate off the board in 2015. She indicated that it was important to stagger terms and that the board needed to consider the beginning of a term when members join the board mid-year.

The By Laws state that members must rotate off the board after serving a maximum of six (6) years and with the current approach the board needs to decide when that term begins and ends. There was discussion about this among the members regarding the current practice and the By Laws.

Motion: Mr. Roselip moved to allow board member terms to be reconfirmed and effective as of the January Annual meeting so that the initial term would begin then regardless of when the member joined the board. This was seconded by Mr. Broom and the motion was passed unanimously.

Judge McKibben then spoke about the two (2) new board members; Ms. Kathleen Rich New and Mr. Eric Smith. She indicated that both had accepted initial terms of three (3) years which based on the motion would technically commence on January 2013 and end in January 2016. Mr. Smith was not in attendance, but Ms. Rich New was asked if she wished to accept this three (3) year term based on the motion. She agreed.

Motion: Mr. Ryder moved to commence the initial three (3) year terms for both Ms. Rich New and Mr. Smith on January 2013. This was seconded by Judge McKibben and the motion was passed unanimously.

Judge McKibben then referenced the pages of the current By Laws in the binders provided to the members. She indicated she wanted to surface for consideration the potential for a director who has served the maximum of six (6) years to be able to be elected to serve in an Officer role. Mr. Roselip suggested that Judge McKibben mark up the By Laws with her recommendations to be presented at the next meeting. Mr. Whitten inquired if there was interest in increasing the current six (6) year limit. Dr. Nellius commented that in her experience board members who have served the maximum amount of time can remain on the board in an "Emeritus" role which allows for the continuity of experience and knowledge but that this status would not be a voting member. Mr. Roselip commented that he had wondered about that as well. Mr. Whitten requested that this be brought to the next board meeting.

Dr. Nellius then presented the Strategic Goals for this month; Goal 12: Improve System of Care's long-term effectiveness for children and families and Goal 13: Improve support for families who have adopted children. She reviewed the objectives and strategies for each goal that have been implemented. In addition to the strategies discussed and provided on the Board Agenda Dr. Nellius added that all of the system of care providers (70+) are contractually obligated to make natural support and linkages for each family served.

Ms. Swartz advised the board members that Judge Rainwater was not in court today and Judge Johnston was filling in to complete the adoptions referenced earlier in the meeting.

Having concluded the board business Mr. Whitten adjourned the meeting.

Respectfully Submitted,

Valerie M. Randall
Recording Secretary

Approved at the Board of Director meeting August 23, 2012