

BOARD OF DIRECTORS  
August 28, 2014 BOARD MEETING  
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, and Reverend Dan Walker.

**Board Members Absent:** Ms. Paula Creed-Smith

**Others in Attendance:** Dr. Patricia Nellius, Ms. Valerie Holmes, Sr. Executive of Programs, Ms. Jessica Simmons, Chief Finance Director, and Ms. Laurie Anna Blackburn, Board Liaison. Also in attendance were, Ms. Patrice Grier, Staff Attorney, Mr. Geo Ropert, Director of Communications, Ms. Stephanie Strodman, Public Relations Coordinator, and Ms. Enie Windle, Volunteer.

Mr. Whitten opened the meeting and welcomed and thanked everyone for attending the August 28, 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 Ms. Laurie Anna Blackburn.

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

**Motion:** Mr. Broom moved to approve the June 26, 2014 minutes. This was seconded by Ms. Goldfarb and the motion was passed unanimously.

Dr. Nellius introduced Ms. Anna Baznik, President and CEO of IMPOWER and asked her to share her background and provide a status report on the CMA transition. Ms. Baznik addressed the board and shared she has worked in Social Services for over 25 years; 11 years with HRS/DCH, 11 years with Devereux, and 6 years with IMPOWER formerly known as Intervention Services. She reported that Impower has served over 9,000 children and families across Central Florida and with the CMA contract Brevard is now their largest service area. She then spoke about her Executive Team, Lisa Peyton, COO and Amanda Dawson, Directory of Child Well Being and Brevard County's team leader, saying they are instrumental in overseeing the transition. She spoke of the strong partnership and support of BFP and her gratitude for the guidance of Dr. Nellius and her staff. She reported the agency continues to transition with implementing and refining processes, systems and performance measures. She then thanked the board and asked if there were any questions. None were expressed.

Pastor Dan Walker arrived  
Ms. Deratany-Goldfarb arrived

Mr. Whitten then asked Dr. Nellius to address staff recognitions.

Dr. Nellius began by commending Ms. Valerie Holmes for her 10 years of exemplary performance with Brevard Family Partnership and for her leadership and instrumental role in developing Brevard C.A.R.E.S. Dr. Nellius presented Ms. Holmes with an award commemorating her years of service and commitment to the two agencies and those we serve. Dr. Nellius then asked Ms. Holmes to join her and Mr. Whitten for pictures. Ms. Holmes thanked Dr. Nellius for her coaching and leadership.

Next, Dr. Nellius presented Mr. Ropert his 5 year anniversary clock and expressed her appreciation for his lead role with the agency's branding, and for his outstanding communications and community outreach efforts. Dr. Nellius then asked Mr. Ropert to join her and Mr. Whitten for pictures. Mr. Ropert expressed his thanks.

#### 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 July and August have been eventful months beginning with the implementation of Senate Bill 1666 which requires the tracking and posting of data on the website by the 15<sup>th</sup> of each month.

Dr. Nellius spoke about the case management transition that took place on July 1, 2014, and said considering the volume of processes, changes, and barriers, the transition is progressing as would be expected in the first 90 days of a transition of this magnitude. She added that it typically takes 90 days to transition and then moving forward it then becomes refining the processes.

Dr. Nellius then introduced Ms. Jessica Simmons as the new Chief Finance Director and said she will share her background and report on the financial statements later on in the agenda.

Next, Dr. Nellius announced the reorganization and staff transitions concluded on August 11, 2014. The agency is now moving into the next phase of the reorganization preparing for Intensive mentoring and coaching of all leadership.

Dr. Nellius shared that The Annual Brevard Youth Thrive Summit took place on July 24, 2014 and it was at full capacity. She added the next phase in the development of BYT and the TIC initiative is being facilitated in partnership with the Center for the Study of Social Policy who is providing 3 days of Trauma Informed Care Train the Trainer training in Brevard County. She added, to her surprise, over thirty partners across the system of care applied to participate, however capacity was at 20. She was then pleased to report she and Ms. Ashley Carraro were presenting the Brevard Youth Thrive Model at the Child Protection Summit and were informed by DCF that there were over 300 registered participants and they would be relocated to the grand ball room to accommodate seating.

Dr. Nellius then spoke about the meeting held in July with the CBC CEO's, FCC and Secretary Mike Carroll and shared that the new DCF Secretary is very supportive of Community Based Care and understands the system from policy to practice. Dr. Nellius reported that the CBC agencies and their partners were requested by DCF to submit a legislative budget request (LBR) to DCF to roll up into the DCF (LBR) budget request. She added collectively the agency's staff had Seven (7) days to prepare the LBR, submit to the FCC to aggregate the numbers, and roll the total up for Secretary Carroll. Dr. Nellius said using the methodology provided by the department the LBR submitted by BFP was \$4.9 million and ironically that is the exact amount the agency has lost. Secretary Carroll is looking to identify the priorities and break it into 3 key areas to roll into the budget over a 3 year period.

Debbie Morgan entered the meeting

Next, Dr. Nellius stated that the Board Recruitment Subcommittee would be meeting right after the Executive Session to review 3 candidates.

She then reminded the board that there will be an executive session with Mr. James Milucky who will provide an overview of his forensic study on Promise.

Dr. Nellius informed the board that the Strategic Year Two Goal plan will need board approval.

Dr. Nellius extended her special appreciation to Mr. Smith for attending several meetings with the county Commissioners asking for their support for the Brevard C.A.R.E.S. site. She then thanked Mr. Smith for agreeing to be the Title Sponsor for the Run for Love event.

Dr. Nellius then said the Auditors will be on site October 16<sup>th</sup> and 17<sup>th</sup>.

Dr. Nellius concluded her report alerting members that she has been selected to serve on the Central Florida Cares Board of Directors and will be meeting quarterly. Ms. Rich New asked for information about the Board. Dr. Nellius explained the agency is similar to BFP in that we are the lead agency in child welfare services and they are the managing entity in our region providing substance and mental health services. Mr. Whitten asked if there were any questions and none were expressed.

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

Ms. Holmes began with reporting Brevard C.A.R.E.S. has located a new Executive Directors who has a strong background in child welfare, non-profit and wrap around. Ms. Holmes extended her appreciation to Christa Bailey for participating in the recruitment and selection process.

Ms. Holmes announced BREVARD C.A.R.E.S. was awarded the 2014-2015 Emergency Solutions Grant funding for approximately \$77,000 which will assist moving the homeless from transitional to permanent housing. The expected implementation date is October 1, 2014.

Next, Ms. Holmes reported that applications for the Managed Medical Assistance Agencies have been submitted to Sunshine Health Plan and Staywell and is pending approval.

#### NCIE Report

Dr. Andrew Schneider-Munoz was not present to report. July and August board reports were provided in the board binders.

Mr. Whitten then reviewed the BFP information packages provided to the board. He suggested the board use the information packages to increase community awareness about Brevard Family Partnership and its commitment to Brevard's children and families. The board members shared ways and opportunities to initiate conversation about the mission and vision of the agency.

#### New Business:

#### Financial Report:

Mr. Gutierrez asked Ms. Simmons to provide her background before proceeding with reporting on the June Financials. Ms. Simmons shared that her background for the last 12 years has been with for profit private universities. In her last position she served as the finance director overseeing all of the Title 4 funding. She added that she is excited to be part of BFP and thanked everyone for the warm welcome.

Mr. Gutierrez indicated that the accounting firm James Moore has provided the June 2014 financial statements and are working to finalize the statements for July and August. He then reported that the June depreciation expense is \$80,967 on a budget of \$0.00 and stated it is directly attributed to the NCFIE write off. James Moore will move the amount to a separate line item and record it as a contribution expense. He then reported the \$290,893 variance with Case Management is the result of BFP having to pay for two case management contracts during the month of June to prepare for the new CMA transition. He then addressed the year end short fall for OCA funding and reported \$190,722 will need to be made up by FY2015. Ms. Simmons said that short fall is the result of having to pay on two sets of case management contracts. She and Mr. Carlson reached out to DCF alerting them of the

shortage. She added that the 2014 deficit will be offset from the \$1.5 million onetime special appropriation request and that a plan has been implemented to recover the shortfall for FY2015. Dr. Nellius commented that the 2014 deficit was anticipated and was included in the onetime appropriations request to the Legislature. Mr. Whitten asked if there were any questions and none were expressed. Mr. Whitten then reminded the board that BFP's accounting services are contracted out to James Moore who provides the monthly financial statements to finance.

Mr. Whitten then asked Mr. Ropert to present the 10 year anniversary plan

Mr. Ropert began the proposal by showing the board a PowerPoint presentation specifying that the theme for the 10<sup>th</sup> year anniversary would be 2015 a Decade of Difference and with the primary goal of raising \$100,000. He added as part of the plan, the agency would recognize the system of care through promoting community members and partners who share the vision and mission of Brevard Family Partnership. He then introduced Ms. Enie Windle who will serve as the primary events planner and committee chair for the event. He then asked Ms. Windle to share a few words with the board. Ms. Windle said she has spent the last 12 years in Hawaii and just recently relocated to Florida with her husband and 2 daughters. She is looking forward to working with Mr. Ropert and Ms. Strodman. Mr. Ropert and Ms. Strodman continued presenting the fund raising events and venues. Ms. Strodman then asked the board for their assistance with obtaining 1 corporate sponsor who will chair the efforts within their own organization for donations. Reverend Walker expressed his concerns with holding a large number of events and diminishing the quality. Dr. Nellius added that a steering committee with several subcommittees will be formed and the scale of events will be determined as we progress. Mr. Ropert ended the presentation asking the board to review the several branding options and to select one from the list. The board chose option A.

Dr. Nellius asked the board member to refer to the 2014-2015 Strategic Workplan in their binders and asked for a motion to approve.

**Motion:** Ms. Rich-New moved to approve the 2014-2015 Strategic Workplan. This was seconded by Mr. Gutierrez and the motion was passed unanimously.

Dr. Nellius and Mr. Gutierrez, Treasurer provided a status update on the request to meet with Merrill Lynch and members of the Audit Committee to review the BFP investment plan and determine whether there is validity in changing the Moderately Conservative risk level. Based the several options presented by Mr. Michael Welch and the consensus of those in attendance, it was determined that the current investment package should remain intact as the risk associated with a change and the minimal increase in return on investment is not viable at this time. Mr. Smith added, based on the models presented, the benefit over the risks is not viable.

Mr. Whitten then said with no objection from Mr. Gutierrez, Treasurer, the investment will remain intact and no further action is required by the board. Mr. Gutierrez said he is fine with the narrative provided by Dr. Nellius and no further review is needed.

**Action Item:** The board agreed to discuss a 10 year spending plan at the January 2015 Annual Board Business meeting.

Mr. Whitten then asked Ms. Holmes to present her prospective board member.

Ms. Holmes presented Ms. Margaret Dickenson as a diverse individual with an array of experience. She is certified as a health and wellness coach, has engaged in freelance writing, and has public speaking and fund raising experience. Ms. Holmes asked the board to consider Ms. Dickenson for a seat on the Brevard C.A.R.E.S. Board of Directors.

**Motion:** Ms. Bailey moved to approved Ms. Margaret Dickenson for a seat on the Brevard C.A.R.E.S. Board of Directors. This was seconded by Reverend Walker 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 plaintiff has been granted a continuance to secure all needed documents to specify the allegations. The Plaintiff has 45 days to file an amended complaint. She added in the meantime, BFP Attorneys are drafting a motion for summary judgment requesting BFP to be released from any liability. The filings should take place sometime in late in September.

Dr. Nellius then reviewed Strategic Plan Goal 8:

INDEPENDENT LIVING – Address the special needs of young adults in care and exiting care

Objectives:

Create a comprehensive support system for teens and young adults to achieve independence

Strategies:

8a. Collaborate with community agencies, civic groups, clubs, and faith based organizations for transition support, mentoring, career counseling, family planning, and other resources for young adults

Will use the PYD campaign to promote inclusion and expansion of resources for youth

CEO: 2013-14 Contract with successful former foster youth to engage youth to promote PYD and community outreach to build public private partnerships and increase opportunities and to increase social media platforms to raise awareness TIC/PYD transformation to inform, educate and engage community members in supporting young adults.

She then spoke about Sixto Cancel, a Jim Casey Youth Opportunity Young Fellow, and a contracted speaker for the Youth Thrive initiative, who is currently attending Virginia Tech College. She shared that he has a Media Platform he is designing to engage foster parents and youth for advance knowledge about foster care and youth resources. The application customizes responses based on the input from the individual. She will be meeting with him for further discussions. Mr. Whitten asked if there were any questions. None were expressed.

Public Comments:

Mr. Whitten asked if there were any public questions or comments. None were expressed

Mr. Whitten then requested a motion to adjourn.

**Motion:** Ms. Kathleen Rich New moved to adjourn the meeting. This was seconded by Mr. Smith and the motion was passed unanimously.

Respectfully Submitted,

Laurie Anna Blackburn  
Board Liaison

Approved at the September 25, 2014 Board of Directors meeting.