

BOARD OF DIRECTORS
JUNE 23, 2011 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. William Ryder, Board Chair, Mr. Stockton Whitten, Board Vice Chair, Judge Kelly McKibben, Board Treasurer, Ms. Irene Burnett, Mr. Mel Broom and Mr. Michael Cadore.

Board Members Absent: Mr. Leo Roselip, Mr. Sam Gutierrez, Ms. Brooke Deratany Goldfarb and Reverend Scott Elliott.

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. Geo Ropert, Director of Communication, Ms. Gloria Hensler, Controller, Ms. Susan Senechek, PR Coordinator, Ms. Amy Moseley, Contract Manager, and Ms. Stephanie Strodman, Executive Assistant, Also in attendance were Ms. Kim Bledsoe, Devereux, and Ms. Michelle Scott, CHS and Dr. Jack Sidoran, DCF.

Mr. Ryder welcomed Mr. Michael Cadore as a new board member and asked if Mr. Cadore would like to comment. Mr. Cadore indicated he was excited to be a board member and was looking forward to making contributions and learning more. Mr. Ryder thanked Mr. Cadore and welcomed him again.

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

Dr. Sidoran then addressed the board members indicating that as of June 30, 2011 his position had been eliminated and that the Circuit 19 Administrator would be taking over in his stead. He commented that Mr. Vern Melvin was a strong advocate and would serve us well. Dr. Nellius then commented that Mr. Melvin has been with the department for many years and currently oversees similar demographic areas to Brevard County. Judge McKibben stated that she knows Mr. Melvin and has worked with him and that he is excellent at his job. Mr. Ryder commented that his opinion is that the new Secretary wants to migrate from Circuits to Regional oversight.

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

Motion: Judge McKibben moved to approve the minutes from the May 26, 2011 Board meeting. This was seconded by Mr. Whitten and the motion was passed unanimously.

Staff Reports:

Dr. Nellius then addressed the Board Report and shared that a meeting is scheduled for August 30 where David Lawrence will present and that this is a community effort in collaboration with EFF and the school district. Mr. Lawrence's presentation is entitled, "Everyone is a Teacher." She indicated that she is very excited about this event and welcomed board members to attend and RSVP to either Ms. Randall or Ms. Strodman as it will require a public notice if more than one (1) board member attends.

Dr. Nellius then addressed the dining activity at Nosh Gnash restaurant through this month where BFP had been selected as their organization for the month. She indicated that coupons are available on our website and that the restaurant will donate 10% of each check to support our IL youth. She encouraged the members if they had plans to dine out, that they consider this restaurant.

Dr. Nellius then reminded the members of the conference call that scheduled for Friday, June 24, 2011 from 9:00 AM to 10:30 AM which will involve the CEO's and Board Chairs of the five (5) CBC's that were negatively impacted by the "equity" language in SB 2146.

She indicated the purpose of the call is to unite and create strategies to advocate for a more effective process system-wide. Mr. Ryder commented that he thought this was a vital activity to devise a strategy to address this issue as otherwise there will be a fluctuation every year.

Dr. Nellius then shared with the board that in order to address the significant budget cuts that the potential Board Source Conference she had previously discussed was now not an option and that she will devise another approach for the future Board retreat. She also commented that soon we will begin holding community meetings in anticipation of the ITN. Dr. Nellius reported that based on the meeting held recently with the Secretary that he believes in the "free marketplace" not only in terms of competitive procurement of contracts within the State of Florida, but that he believes this should include out-of-state entities as well. Dr. Nellius commented that she has already begun the process of developing the framework for the System Transformation Committee which she believes is an important aspect of our process to bid on our contract and wants to engage the community in providing information about what is working well as well as to elicit feedback where there are needs and areas of systemic improvement. As part of this process she presented the concept of our board hosting a brunch or other vehicle with our community provider boards in order to engage our Boards as partners in the process. She then spoke about Dr. Karen Vanderven who is a leading national expert in child welfare who has over 2,000 publications. Dr. Vanderven plans to be in Brevard County on July 14, 2011 between 11:00 AM and 3:00 PM and will visit Brevard C.A.R.E.S. during her time. Dr. Nellius inquired if the board would want to have a meeting/luncheon with Dr. Vanderven and stated further that we are discussing her membership on our Advisory Board.

Mr. Whitten inquired as to the specific criteria that will be used for the ITN and wanted to know if it was based on budget submission, specific elements and how these are rated. Dr. Nellius responded and indicated that it is based on responses to specific areas of inquiry. She also indicated that recently it was shared that the Department was going to post an RFI and that if there were no other bids that the incumbent would be awarded the contract. However, she stated that now, based on the direction of the new Secretary that the RFP will be posted and that it is open to all competitors; including out of state entities. Mr. Whitten inquired if the decision would be based on quality or price and requested a copy of the RFP.

ACTION ITEM: Provide a copy of the RFP to Mr. Whitten.

Dr. Nellius also provided additional information on a recent CBC RFP that took place and that it was a thorough process and a second round of negotiations took place on budget even with a respondent who did not meet the stated deadline to reply.

ACTION ITEM: Provide information from Mr. McBride to Mr. Whitten. Dr. Nellius indicated that she had a "sense" from the current administration that with the focus on the "free market" that the environment is being created where the current CBC's will begin to bid on each other in order to survive. She provided two (2) recent examples where Kids Central bid on VF and Seminole bid on FSMO.

Mr. Whitten inquired as to the selection committee makeup on the RFP responses to the ITN's and Dr. Nellius responded that most recently this was comprised of government (DCF) and provider individuals rather than individuals or entities from the community.

Judge McKibben inquired about the recent power point presentation that has been provided to TIP and asked if TIP had provided any specific guidance or advice or surfaced any needs. Dr. Nellius commented that TIP had reviewed the power point and indicated that the Agency had met the milestones and did not provide further direction. Dr. Nellius indicated she has plans to meet with the Leadership Roundtable to review the same presentation in addition to scheduling meetings with our County Commissioners and legislators in addition to the Community Meetings.

Dr. Nellius then addressed the recent RFP process on the CPA contract which had concluded and indicated that one respondent (Florida Mentor) had filed an appeal. She indicated that she wanted to discuss this further in the New Business section. Dr. Nellius then reported that EFF had not voted to fund the replication project with three (3) members of that board indicating they did not feel in the current economic climate that the replication would be purchased. However, it was noted that EFF will fund the Guidance Counselor which is a very positive and needed function for our youth. Dr. Nellius also shared that she was informed that while the EFF Board did not approve the funding (3-3 vote) that Mr. Jim Swann is very supportive in concept and felt it was a very innovative initiative and that he is considering how to provide additional support.

Dr. Nellius then spoke about the Managing Entity contract that will soon be put out to bid. She provided the background that the former administration was not going to put this to bid but rather that "Communities of Interest" could be formed – essentially the providers – and that they would be awarded the contract. She reminded the members that in the original model that while this entity would be made up of providers that the board would as well which did not seem to provide a strong check and balance in terms of governing. However, under the new administration the RFP will be put to bid and based on the geographic area served this would be a sizeable contract. She further commented that BFP is well positioned to respond as it already has the structure in place to manage the functionality of this contract. She did report that based on the former administration position, that the Agency had already provided a Letter of Support to Circles of Care and that now with this being put to open bid, it may likely cause us to be in conflict with Circles of Care. Dr. Nellius indicated that she wanted to have discussion on this during the New Business section.

Judge McKibben inquired about the event entitled "Everyone is a Teacher" and wanted to have the specifics in order to determine her availability. Dr. Nellius indicated this will be held on August 30 at the Brevard County School Board in Viera and she will ensure that the times are provided to the Judge. Dr. Nellius commented that this will be a community event and it would be wonderful if our Board members could attend.

ACTION ITEM: Provide the specifics of this event to all Board members.

New Business:

Ms. Gloria Hensler then addressed the Board indicating that she had met this week with both the Board Vice Chair, Mr. Stockton Whitten and the Board Treasurer, Judge Kelly McKibben to review the proposed FY 2011 – 2012 budget for the Agency. She then provided copies of the draft budget to all the members and walked the members through the high points and differences between the prior year and proposed budgets.

Ms. Hensler reported the reduction in revenue based on the budget cut resulting from SB 2146 and the resulting staff reductions. She reviewed several items where there were variances between the current and proposed budgets including consulting fees, legal fees, increases in technical support for additional servers (backup system for disasters), costs for updating the inventory system that are required and changes in the PR lines for certain marketing activities that we will not be able to do this coming year.

ACTION ITEM: Judge McKibben requested that the explanation for Line 88 be added.

Ms. Hensler then directed the members to a significant change involving the reduction of costs relative to the CPA contract as we had reduced the number of CPA firms from four (4) to one (1) for the new fiscal year. She directed the board members to other lines in the budget where this reduction also impacted other lines in the budget. She commented on the change to the clothing allowance indicating an increase in this line due to changes in the eligibility and timing of this allowance compared to the current year. Dr. Nellius shared that despite information that had been used in the calculations of the "equity" language, that BFP has no 2011 roll forward funds.

Motion: Judge McKibben moved to approve the proposed budget. This was seconded by Mr. Whitten and the motion was passed unanimously.

Ms. Hensler then provided copies of the May Financial Statement of Activities and May Statement of Financial Position to the board members. She reported that the Agency is on target based on the current budget and that there is a current variance as the CFO conference expenses have not all been booked but are anticipated. She reported that based on current position that the Agency may have a very small amount of roll forward but that it will be insignificant.

Dr. Nellius then addressed the Annual Board Calendar which was included in the board binders. She indicated that she has worked to ensure a variety of guests for the upcoming year and that if members had ideas or suggestions to please provide them.

Dr. Nellius then addressed the managing Entity Contract and that she wanted to discuss this with the board in order to ascertain the direction she should take given the highly sensitive nature of this with our local provider. Ms. Burnett indicated that some time ago there was interest on the part of Health First and wondered if we should contact them about creating a partnership to bid on this. She also stated that we should absolutely create a partnership with Circles of Care rather than considering going alone if they intend to bid as well. Mr. Ryder commented that he would only support responding to the RFP if it was in partnership with Circles of Care. Some further discussion took place and Mr. Ryder indicated that Dr. Nellius should first approach Circles of Care regarding a partnership and if necessary then approach Health First.

The next item addressed signature changes required on the Solomon software and additions to the banking accounts.

Motion: Mr. Whitten moved to approve the requested additional signature on the Solomon system (Ms. Hensler) as well as adding the required signatures to the bank accounts (Judge McKibben and Mr. Whitten in addition to the requested deletion of one individual.) This was seconded by Judge McKibben and the motion was passed unanimously. Judge McKibben, Mr. Whitten and Mr. Ryder were requested to remain after the meeting to sign new signature cards.

Dr. Nellius then addressed the appeal from Florida Mentor regarding the award of the CPA contract to Devereux. She requested Ms. Moseley to provide a background regarding the process and timeframes. Ms. Moseley provided a retrospective on the process, the composition of the initial and subsequent review committees; each made up of BFP staff and community members who evaluated the initial submission and then another review team who reviewed the appeal. She indicated the RFP was comprised of 13 scoring elements and that the selected provider had a higher score and addressed all the required elements. Dr. Nellius indicated that the second review team had met to review the appeal and that their decision was to uphold the initial one. She reported that Florida Mentor had appealed a second time and that she and Mr. Ryder, per procedure, would review the appeal at 11:00 AM and that other board members were welcome to attend. Mr. Whitten inquired about the basis of the appeal and Ms. Davidson Cook responded based on the issues in the appeal provided by Florida Mentor. She indicated that in terms of the statute quoted that legal counsel have evaluated this position and did not find it applicable.

Dr. Nellius then addressed the strategic work plan goal for this month:

Goal 4: Build the capacity of the System of Care. Objective 4a: Build capacity for identified gaps in services.

Strategies* Seek grants and partnerships to expand the system's capacity for housing/rent assistance; financial/utilities assistance; substance abuse treatment; transportation assistance; and childcare assistance

Dr. Nellius discussed the contract with the ELC for child care as well as the flexible funds that are budgeted and made available to the PI's for immediate needs in housing, utilities and that the CMA's also have a fund to address immediate client needs. She also spoke about expanded substance abuse treatment with co-located partners and the new Suboxone program. She commented that in the new CPA contract the provider is responsible to ensure that transportation needs are met. Then Mr. Ropert addressed efforts underway to secure grants to support these strategies.

He acknowledged Ms. Owens for currently working on three (3) large grants that all require partnerships. He gave a brief overview of these grant opportunities and indicated these are primarily federal grants which are very lengthy with very close due dates.

There were no questions following this information.

Motion: Mr. Whitten moved to adjourn the meeting. This was seconded by Mr. Broom and the motion was passed unanimously.

Respectfully Submitted,

Valerie M. Randall
Recording Secretary

Approved at Board of Directors Meeting August 25, 2011