

BREVARD FAMILY PARTNERSHIP
BOARD OF DIRECTORS
JUNE 24, 2010 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. William Ryder, Board Chair, Mr. Stockton Whitten, Board Treasurer, Mr. Leo Roselip, Ms. Irene Burnett, Ms. Leigh Holt, Mr. Mel Broom and Mr. Sam Gutierrez.

Board Members Absent: Ms. Helen Voltz, Board Vice Chair and Judge Kelly McKibben.

Others in Attendance: Dr. Patricia Nellius, CEO, Ms. Valerie M. Randall, Chief Personnel and Administrative Officer, Ms. Debbie Davidson-Cook, Mr. Jim Carlson, COO, Mr. Chad Carnell, CFO, Mr. Geo Ropert, Director of Communications and Ms. Stephanie Strodman, Executive Assistant. Also in attendance were Ms. Gloria Vines Wilkinson, Devereux, and Ms. Nicole Roesler, Brevard C.A.R.E.S.

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

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

Motion: Mr. Roselip moved to approve the minutes from the May 27 Board meeting. This was seconded by Mr. Broom and the motion was passed unanimously.

The next item was the Consent Agenda.

The Consent Agenda included:

- The Board Report
- The Operations Data Report

Dr. Nellius provided additional an update to the Board Report. She spoke about recent activities conducted by the Executive Director of Brevard C.A.R.E.S. to respond to grants in order to diversify funding and to enhance sustainability. She spoke about two such endeavors including one for mental health and substance abuse and one which is a joint effort with the Brevard County School System for a Promising Neighborhood grant.

She then provided a general overview to the board members of the current CBC environment related to competitive procurement of the CBC contracts and how it has shifted over the past few years. She commented that since the inception of the CBC initiative all existing CBC's had been re-awarded their contracts when competitively procured. Dr. Nellius discussed that the current approach to procurement was inefficient and required considerable time and resource deployment to be re-awarded an existing contract and from a cost benefit analysis approach and given the economy did not seem to be a prudent practice and it is not the practice utilized with the Mental Health organizations. Furthermore, she shared that when BFP first bid on the initial contract there were no children in care and now this will be a significant undertaking in terms of time and resources necessary to respond effectively to the ITN. She also commented that due to the current fiscal and political climate that there will be significant competition as has already been evidenced in those that are coming up for renewal or re-procurement. She spoke about the need for efficiencies while still adhering to the legislative mandate of locally directed systems of care and commented that these may be viewed as conflicting priorities by some. There was further discussion among the members in terms of the impact to Brevard County, some history of the early stages in the local system of care development and that it will be necessary to become strategic and efficient in order to ensure that Brevard maintains its local system of care. Dr. Nellius reported to the board that Volusia Flagler is going out to bid and that other CBC's intend to bid on this entity and that FSMO had 4 respondents of which CBC of Seminole was one. Dr. Nellius also reminded the board members of the recent report she disseminated to them from OPPAGA had been requested by specific entities during the legislative session in hopes to show CBC's can be more efficiently managed if merged into more regional models. The report was less than favorable in its assessment of the CBC contracts as they are today and is yet another issue to be addressed as the various CBC contracts go out to bid.

Dr. Nellius went on to state that it is highly probable out of county entities will bid on the Brevard contract which may jeopardize the local vision of the community be imbedded in the system of care management.

Motion: Ms. Holt moved to approve the Consent Agenda. This was seconded by Mr. Gutierrez and the motion was unanimously passed.

Dr. Nellius then spoke about the Board Annual Calendar that was provided for members. She indicated that this was in accordance with COA requirements and that based on board member feedback she had proposed a different group of consumers and guests for the coming year. She also commented that the August meeting originally scheduled was in conflict with the Dependency Court Summit and asked the members if they would prefer to have this meeting on September 2, 2010. It was pointed out that there was a meeting scheduled for September 23, 2010 and there was some concern with having two meetings in the same month.

Motion: Ms. Burnett moved to cancel the August meeting and meet again on September 23, 2010. This was seconded by Ms. Holt and the motion was unanimously passed.

Dr. Nellius stated she would revise the annual calendar with this decision and have it re-posted on the board portal.

The next item addressed New Business and the FY 2010-2011 Budget:

Mr. Carnell distributed the budget documentation to members and indicated that at the last minute we had received notification of a reduction in our funds from DCF. He commented that the Agency was able to absorb the reduction by making some modifications for approval. He spoke about the specific items of the loss of PI training funding in the amount of \$110,000 and that the Agency had made staffing and alignment changes to accommodate this. He also indicated that for this fiscal year both travel and training costs had been significantly limited in order to meet the service demands of our clients. He also discussed the reduction in the size of a facility in Titusville which would create a savings in this fiscal year and a greater savings in the following fiscal year as the reduction would be for the entire 12 months.

Motion: Mr. Roselip moved to approve the budget as presented. This was seconded by Ms. Holt and the motion was unanimously passed.

Ms. Holt commented that she anticipates that we will also experience additional holdbacks throughout the year based on current fiscal climate, the oil spill issue and other critical impacts. She felt this would represent 5%-10% on an ongoing basis. Mr. Carnell indicated that the Agency had been able to build in a small contingency fund into the budget for unexpected expenses.

Mr. Carnell then provided to the members the May financials: The Statement of Financial Position and Statement of Activities. He reminded the board members of the continuing increases to the IL expenses and that while we had built in adequate funds and reallocated others during this fiscal year, that this was a major area of uncertainty and concern.

Dr. Nellius interjected that DCF is in the process of crafting an Emergency Rule to be promulgated regarding payments to the IL youth and she anticipates that this will result in the payments being significantly reduced. She remarked that the Agency is using general revenue to cover the current costs. She also indicated that she has requested that Mr. Carlson craft a letter to the IL youth to be distributed providing notice of the impending changes so youth will have an opportunity to prepare for the reduction. Mr. Ryder commented that he felt that the proposed reduction could equate to a full time position (40 hours per week) at the minimum wage rate as some youth may not be working as they may receive adequate funds to cover expenses. Mr. Carnell also commented on a recent spike in in-home supports for the current fiscal year and that he is looking into this. Dr. Nellius indicated that the Emergency Rule by statute could not be promulgated until July 1, 2010. Mr. Carnell also shared with the board members that the Agency's audit will begin on September 20, 2010 with the auditors on site.

Dr. Nellius then addressed the next Strategic Goal from the three (3) year Plan:

Strategic Plan Goal 1: Improve the level of integration of Brevard County's community-based System of Care.

- ◆ Objective 1d: Provide a more consistent client information experience.
 - Strategies:* Develop and expand the new Client Relations Specialist position.
 - Consider web-based Client Relations Management (CRM) software for information scripts and decision trees for common problems that can be used by care center personnel while they are assisting clients. Issues can be logged into the CRM system, and escalated and resolved according to preprogrammed rules.

Dr. Nellius stated that the new position of Client Relations Specialist had been implemented in December 2008 which met this strategy. Ms. Davidson-Cook, in a response to an inquiry, indicated that this position is now tracking all complaints, can access these forms via the website and that a database had been established. As a result the data can now be tracked and shown by provider, type of complaint, etc., and that this information is presented monthly to the Compliance Committee for review, discussion and further investigation as necessary.

A question was raised regarding the improved RDC solution for CMA partners to assist with remote documentation as well as gps tracking for home visits. Dr. Nellius provided the background on this initiative and requested Mr. Carnell to provide an update. Mr. Carnell remarked that the initial solution proposed was not effective in Brevard and consequently a different approach is being evaluated involving the use of a blackberry device in conjunction with a laptop. Initial reports from other CBC's which have implemented this approach have been positive and the Agency is pursuing this option.

Mr. Ryder informed the members of the upcoming Fair being held by the Interfaith Coalition to be held Sunday from noon to 4:00PM. He remarked that this is a great event and he encouraged other board members to attend to show support.

Motion: Mr. Roselip moved to adjourn the meeting. This was seconded by Ms. Burnett and the motion was passed unanimously.

Respectfully submitted,

Valerie M. Randall
Recording Secretary

Approved at Board of Directors Meeting September 23, 2010