

BREVARD FAMILY PARTNERSHIP
BOARD OF DIRECTORS
SEPTEMBER 23, 2010 BOARD MEETING
MINUTES

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

Board Members Absent: Mr. Leo Roselip, Ms. Leigh Holt and Mr. Sam Gutierrez

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. Carol Deloach Devereux, Ms. Michelle Scott, CHS, Dr. Jack Sidoran, DCF and Mr. Fletcher Valentine, DCF.

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

As a quorum was not present at the beginning of the scheduled meeting consequently the order of the agenda was adjusted to address items that did not require a vote. Dr. Nellius requested to make a presentation to a staff person in recognition of her five (5) years of service. Mr. Ryder requested that Ms. Randall approach the front of the room to be presented with the service award and to receive recognition for her contributions to the agency from the CEO and Board Chair. Ms. Randall was acknowledged by the board and guests and made a remark to the Board and CEO expressing her appreciation for the opportunity to serve the Agency, the Board of Directors and the CEO.

Ms. Carol Deloach was then invited to present an overview of the services Devereux provides in Brevard County and for the BFP System of Care. Ms. Deloach shared that Devereux had been a founding partner in the development of Community Based Care in Brevard County and that she was pleased to represent an Agency that remains an integral part of the local System of Care. She provided an overview of the many services available through Devereux including the DBT, MRT, serving as one of two (2) local Case Management Agencies and providing CPA services for three levels of foster care, and their recent involvement in working with BFP to address a transition need for a number of youth to a new facility at the Devereux Campus in Viera. Dr. Nellius remarked on the responsiveness of Devereux and how the partnership that has existed over the past six (6) years helped to achieve a critical objective in a timely manner. She also mentioned that while this was a significant change for the youth that were placed at Devereux their experiences and transition went so well that four (4) of the youth have elected to attend the on-campus school.

A question was raised in terms of a similar environment for young women as the Devereux campus is for boys only. Dr. Nellius indicated that BFP is exploring an enhanced structured environment for high-risk female youth in order to build capacity and economy of scale.

Dr. Nellius also provided an overview of the DBT training and indicated that it is a very rigorous process with intensive training. She shared that a grant was posted to bring DBT into the System of Care and that Devereux was awarded that grant and have done an outstanding job in this capacity.

Mr. Broom arrived for the meeting which created a quorum for the meeting.

Mr. Carlson was then asked to provide the findings from the FY09-10 contract oversight monitoring report. He shared an overview of this using a power point presentation and walked the board members through the aspects of the System of Care and BFP's operations. He identified the areas that were subject to monitoring and those that were not as a result of the Agency's COA accreditation and shared the findings of each programmatic area monitored. Where there were actions needed to be taken, he identified that these had been accomplished.

Mr. Ryder requested that the record reflect that Mr. Stockton Whitten arrived.

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

Motion: Ms. Voltz moved to approve the minutes from the June 24, 2010 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
- Update on Board Chairs meeting with the Secretary
- The Operations Data Report
- Finance Report

Dr. Nellius provided additional information to the Board Report. She asked if the members preferred to consolidate the January annual business meeting with the December retreat. Ms. Voltz inquired about the CEO's participation in Lead Brevard. Dr. Nellius indicated that this is a venue she has been invited to participate in since her arrival to Brevard and an excellent opportunity to network with leaders from across the community including past attendees.

Dr. Nellius then spoke about the community leadership event that BFP hosted this year with Dr. Ron Archer and shared that his presentation on transformational leadership was outstanding. She shared how this was a six (6) year strategic effort to engage the community as has been the case every three (3) years since inception. Dr. Nellius reported the event was well attended by System partners including: staff, CMA staff, GAL's, DCF, Providers, foster parents and IL youth. Mr. Ryder and Dr. Sidoran both commented of the outstanding training he provided.

Dr. Nellius then shared the exciting news that as a result of the two (2) year study conducted by AED on the Brevard C.A.R.E.S. outcomes that the evaluation demonstrated "statistically significant" findings that meet the criteria for an "evidence-based" program. She shared that programs can be classified as "screened programs", "promising practices", or "evidence-based" programs and that our results achieved the highest level. She also indicated that the results will be published in an upcoming professional journal.

She also reminded the board members of the upcoming FCFC conference which will be held in Jacksonville on October 18-20 and indicated that those who may be interested in attending need to communicate shortly in order to make the arrangements.

She then reported that the contract negotiations had been cancelled and no new date had been proposed. She did speak to information in the board report which identified several areas of concern in the new contract template language. She indicated that the Board Chairs of several CBC's were meeting monthly and are involved in assessing these issues. She reported that there are several areas in which they have formed a united front as certain language requirements impact all the CBC's in what could present risk in areas such as the insurance language and that the Chairs are working with an attorney to address these concerns. She also shared that the Chairs are also addressing the Indemnification language. She then spoke about the IL targets and the fact that the goals are good as it is important that we invest in our young adults success, but that given the limited current level of funding and the demands placed upon the IL subcontractor to perform required and time consuming documentation tasks, these goals are likely not attainable without addition financial resources. She reported that currently our Agency is offsetting the current RTI by a projected \$1M. She indicated that if part of the offset could be directed to increase IL staff and services this would help in to achieve the targets. She reported that the contracted funds for Crosswinds is applied to specific mandated requirements and documentation leaving little funding for direct services. She indicated that the Secretary is potentially going to speak with the LBC about redirecting \$15M to distribute to the CBC's to help offset the IL deficit. Dr. Nellius indicated that should BFP receive a proportionate allocation of these funds we would be in a much better position to provide needed services. She stated that under the current arrangement the CBC agencies have these targets but no leverage with the IL youth to ensure the targets are met.

She also indicated that Florida is the only state in the US that makes IL payments directly to the youth without requirements or targets or measurable outcomes. She also shared that there are two (2) workgroups locally working to recommend local reform to assist the IL youth.

Dr. Nellius also spoke about the targets and stated that she has shared her concern on numerous other occasions that it is incumbent on those setting targets to look at the data of IL youth compared to that of youth who live in intact families. For example, she asked if a youth from an "in-tact" family who decided to go the mall after school and failed to inform the parents or went to a friend's home would this child be considered a "run away" which is how IL youth are classified for the same activity. She expressed that there needs to be clear definitions that more appropriately reflect the "normalcy" of youth as compared to "in-tact" families. She then addressed the educational

requirements. She indicated that when children and youth enter the system they are often underachieving at the required education level. In Brevard County, youth entering the system, on average, remain in the system for 11 months. She questioned the ability of any system to compensate for serious educational deficiencies in 11 months. She further indicated that while "in care" there may be significant improvement made, but if it did not result in the targets that it looks like a failure of the system to support the child so the good work and increase in educational levels is not even noted.

Ms. Voltz suggested that we hold a meeting with our legislators to share the impact of the issues and the law compared to the reality.

Dr. Nellius then inquired if the members would like to consider consolidating the Board Retreat with the January business meeting and hold this on December 9th. She also reminded the members that she would not be present at the October meeting as she had been requested by DCF to represent the department in Atlanta, Georgia where a meeting is being held to review the CFSR.

Motion: Judge McKibben moved to consolidate the two meetings on December 9th. This was seconded by Mr. Broom and the motion was unanimously passed.

Mr. Ryder then spoke about the meetings that the Board Chairs are having monthly via the telephone and quarterly in person and their meeting with the Secretary. He reiterated that based on the current proposed language regarding insurance that this could result in no insurance coverage for any CBC. He spoke about the group and how the Chairs are working well together and have a united front on many issues.

Mr. Carnell then provided copies of the Statement of Activities for August 31 and the Statement of Financial Position for the same month. He remarked that the IL expenses at least currently appear to have leveled. He clarified the pre-pay line and indicated that the leases appear as pre-pays. He reported that the Audit Committee met the preceding week with the audit firm, James Moore and that the audits for both BFP and Brevard C.A.R.E.S. are scheduled to begin on September 27, 2010. Ms. Voltz inquired about the expense shown for the clothing allowance and Mr. Carnell explained that this payment is typically made in early in the year so families can maximize the allowance during the tax holiday.

Motion: Judge McKibben moved to approve the Consent Agenda. This was seconded by Ms. Voltz and the motion was unanimously passed.

The next item was a presentation to the board members on an overview of the Contracts and Rate Agreements currently in place within the System of Care. Ms. Amy Moseley reviewed the material with the members via a power point presentation. She reported that currently the Agency has 26 Sub-Recipient Contracts, 35 Consultant Rate Agreements and 11 Out-of-Home-Care Rate Agreements. She also shared that BFP is moving toward a Risk Based Monitoring Process which will help the Agency to focus on those agencies that require additional oversight and/or technical assistance versus those who do not need that level of monitoring. She indicated that a new tool was developed which would allow for each contract to be monitored on a customized basis.

New Business:

Judge McKibben provided an update of the activities of the Board Subcommittee on Recruitment. She reported that three (3) candidates had been considered for board positions. She indicated that one (1) had moved from Brevard County and therefore was not considered and that a second candidate had been contacted with an initial meeting. She shared that despite multiple attempts to reconnect with this individual that these had been unsuccessful and therefore the committee was unable to pursue this candidate. She shared that another candidate has been evaluated in accordance with the procedure and has successfully passed required background screenings and that the committee is proposing that this candidate, Ms. Brooke Goldfarb, be voted upon for board membership.

Motion: Judge McKibben moved that Ms. Brooke Goldfarb be accepted as a full board member effective today. This was seconded by Ms. Voltz and the motion was unanimously passed. Judge McKibben reported that the Board Subcommittee on Recruitment was scheduled to meet following the conclusion of the Board Meeting and all members were welcome to attend. Dr. Nellius indicated that a letter will be sent to Ms. Goldfarb inviting her to officially join the board.

The next item was an update on the next Strategic Goal from the workplan and was presented by Ms. Randall.

Goal 2: Promote stability and strive to preserve institutional knowledge in the community-based System of Care.

Objective 2(a): Promote greater employee satisfaction to reduce/prevent turnover

Ms. Randall provided a summary of the current year target, actual results and three year targets for both employee turnover and employee engagement/satisfaction. This report was included in the board member binders. She also had a visual representation for the members showing the increase in engagement and satisfaction between calendar 2008 and 2009 in the 11 core question areas.

She first spoke about the turnover targets and indicated that for calendar 2009 the Agency was well below the target of 21% controllable with a total of 13.85% total turnover and less than 2% controllable. She indicated that 4 of the 9 separations were due to position eliminations (2) and relocation out of state (2). There was a question to understand "controllable" and Ms. Randall shared the definition used by the Agency as things over which the Agency, supervisor, etc., had no control – for example a spouse of an employee being transferred out of state or a position elimination. She indicated that the Agency is well on track to meet its target for 2010 of 18% controllable.

She then reviewed the responses to the 11 core questions from the employee engagement/satisfaction survey which revealed increases in satisfaction in all 11 categories. Specific areas had significant increases while others had moderate increases; but the overall satisfaction of staff with the Agency increased from 62.5% in 2008 to 82.5% in 2009. She reported that there were specific areas where additional work is needed and that the Leadership Team had just presented this data at the All Staff Meeting the day before and we are waiting for input and feedback from staff on ideas and suggestions that will address these areas.

Dr. Nellius interjected that the development of the Leadership Team grew from survey results in prior years where staff did not feel involved. She indicated that the "old" terminology of the "EXCOM" group which was not viewed favorably had been changed and that there are now four (4) separate meetings that occur each month which ensures that all staff participate in at least one of these; Strategy Team, Operations & Collaborations (managers), the Leadership Team (staff from across the agency recommended and approved by current Leadership team members) and the monthly All Staff Meeting.

Judge McKibben inquired about the dates and some discrepancy between the attendance sheet and the annual calendar. This was addressed and will be amended to reflect the accurate dates and the combination of the Annual Business meeting with the Retreat in December. Judge McKibben also shared that she had missed last month's meeting as she is participating on the National Governor's and Casey Foundation initiatives including permanency roundtables.

Dr. Nellius reminded the board members that they will be provided with their annual board self evaluations which will need to be returned to Ms. Randall. She indicated that the timeframe will be provided to them in advance so that the results can be compiled and then discussed at the December 9th meeting.

Motion: Mr. Voltz 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 with one correction at the Board Meeting held October 28, 2010