



BOARD OF DIRECTORS
October 26, 2017 Special Board Meeting
Minutes

Attendees: Mr. Eric Smith, Board Chair, Ms. Kathleen Rich-New, Ms. Andrea Betting, Mr. Mark Peterson, Ms. Barb Loftus, Ms. Catherine Wright and Ms. Ruth Long.

Attendees by Phone:

Members Absent: Dr. Greg Howes, Board Vice Chair and Mr. Stockton Whitten, Board Treasurer

Others in Attendance: James Carlson, Interim CEO, Valerie Holmes, BFP Executive Director, Ms. Laurie Anna Blackburn, Board Liaison, Ms. Debbie Davidson-Cook, Sr. Executive of Compliance, Mr. Kevin Maloney, Senior Executive of Strategy, Mr. Bill Bucher, Family Allies Executive Director, Ms. Phebe Powell, CARES Executive Director, Jessica Ayala, BFP, Kristen Pirozzi, CARES, Heather Howlett, CARES, Dana Whitson, IMPOWER, Steve Glywasky, IMPOWER, Zachary Reichert, IMPOWER, Tina Reina, IMPOWER, Ana Baznik, IMPOWER, Eva Horner, FCC, Amanda Finley, BFP, and Patrice Grier, BFP.

Mr. Smith opened the meeting, welcomed and thanked everyone for attending the October 26, 2017 BFP Board Of Directors Meeting. He then asked all to state their names for the record.

Motion: Ms. Kathleen Rich-New moved to approve the October 26, 2017 Draft Agenda. This was seconded by Mr. Peterson and the motion passed unanimously.

Mr. Smith then reminded members that if anyone had a real or perceived conflict of interest to please complete the Conflict of Interest form (available at the meeting). None were submitted.

Ms. Holmes announced November is National Adoption month and she was pleased to recognize the Adoption Team for their outstanding efforts with 94 adoption finalizations; well exceeding the target by 27 adoptions. Ms. Holmes asked Ms. Ayala to introduce the adoption team. Ms. Ayala then introduced:

- Dana Whitson, Adoption Supervisor serving 13 years on the team;
- Tina Reina, Adoption Support Coordinator serving 13 years on the team;
- Steve Glywasky, Adoption Support Coordinator serving on the team for 3 years.
- Zachary Reichert, Adoption Support Recruiter recently joined the team
- Ana Baznik, CEO of IMPOWER oversees the Adoption Team.

Ms. Ayala then introduced an Adoptive Family: Tom and Mary Broom and their adoptive son JT. She shared that the Brooms began their adoption journey through the map program in 2009 and was recently matched with their adoptive son in 2017. Ms. Whitson added that Mr. and Mrs. Broom maintained their connections with the foster family through the adoption process and continue to seek support through Ms. Kristen Pirozzi for post adoption support services.

Ms. Holmes then presented Ms. Pirozzi, Ms. Whitson, Ms. Reina, and Mr. Glywasky with recognition awards and their pictures were taken. She then welcomed Mr. Reichert to the adoptions team.

Motion: Mr. Peterson moved to approve the September 28, 2017 Board Meeting Minutes. This was seconded by Ms. Loftus and the motion passed unanimously.

Motion: Mr. Peterson moved to approve the October 5, 2017 Special Board Meeting Minutes. This was seconded by Ms. Betting and the motion passed unanimously.

Consent Agenda

Motion: Mr. Peterson moved to approve the Board Data Report and the Insperty PEO engagement Letter dated February 9, 2017. This was seconded by Ms. Loftus and the motion passed unanimously.

BFP Executive Director Report

Ms. Holmes began by sharing November is National Adoption Month and BFP will hold its bi annual Mass Adoption Celebration on Friday November 17 in Courtroom 4D at the Brevard County Courthouse. She then reported there are approximately 17 children and 12 families scheduled for adoption finalization hearings and suggested board members who have not attended the ceremony to attend and experience the heartfelt event. In addition, she noted much effort has been made to engage the faith based community and she was pleased to report the events scheduled: Foster Parent Thanksgiving Celebration scheduled for November 18 from 12-2 at Ascension Catholic Church in Melbourne and Breakfast with Santa scheduled for December 9 from 9-12 at First Baptist Church of Melbourne. She mentioned that the Holiday Gift Drive has been initiated for children served through Brevard C.A.R.E.S. and Family Allies. BFP Public Relations staff are reaching out to the donors from previous years to solicit their interest in participating again this year. The marketing for new donors is well underway via the newsletter and through social media/marketing.

Ms. Holmes then spoke about the Foster Parent Mini Conference BFP hosted in partnership with The Quality Parenting Initiative (QPI) held at the Hilton Rialto in Melbourne, sharing that it is a statewide initiative based on the premise that foster parents can work together with a child's biological parents to reduce trauma and help ensure a smooth transition from one home to the other. She added that a workgroup will be formed in January 2018 to implement the initiative.

Ms. Holmes reported Mr. Carlson and Ms. Powell will be attending the Rally in Tally scheduled for December 4-6 in Tallahassee with its purpose to provide education about the child welfare system with Florida's lawmakers.

She then directed the board to her report to review the 2018 FCC Legislative Priorities as summarized below:

Improve APD Resources for Children with Disabilities in the Dependency System

Support policies that strengthen requirements for the Agency for Persons with Disabilities (APD) to assume full financial responsibility for qualified children in the dependency system.

Support Transition to the Comprehensive Child Welfare Information System (CCWIS)

States must elect whether or not they choose to be a CCWIS compliant state. DCF has recommended, by July 2018, to complete planning and assessment activities and assess current business processes to align the Florida child welfare community and systems to the new federal CCWIS requirements. The benefits of this change from SACWIS to CCWIS, (as proposed by DCF) include the creation of a more advanced, flexible system that affords the opportunity for favorable federal funding, the potential for increased IV E eligibility determination to maximize achievable funding and better alignment of funding, programs, goals and objectives to federal regulations with new technology. With the loss of the Title IV E Waiver, Florida must

explore other ways to expand Title IV E earnings to mitigate as much of the loss of federal funds as possible. Three initiatives which are needed to support continued and increased Title IV E Funding has been collectively titled “Path Forward” that includes: enhanced state information system to support 1) Title IV E Guardianship Assistance Program, 2) Determine Title IV E eligibility and 3) Support Title IV E Independent Living and Extended Foster Care.

Advancement of Florida’s Child Welfare Funding Model

Support a new core funding allocation formula that more accurately allocates new funds for community-based care (CBC) lead agency core funding.

Title IV-E Waiver & Continuation of Ongoing Flexible Federal Funding

Support DCF legislative effort to align with the Federal requirements to maximize IV-E funding. Approximately half of all funding for child welfare services in Florida (and every other state) comes from the federal government.

Support Florida’s Children & Families

Support DCF’s legislative budget request and the Florida Coalition for Children (FCC) funding recommendations in support of the Florida’s community-based system of care to ensure the resources and funding is provided to best serve and protect children in care. Plus, support an additional \$10 million recurring appropriation to DCF’s legislative budget request to restore non-recurring community-based care lead agency (CBC) core funding.

Disaster Preparedness

Support language that allows adaptation of practices that ensure children are served during a natural or terror disaster that thwarts required prescriptive action steps.

Ms. Holmes was pleased to report that the Chief Judge of the Eighteenth Judicial Circuit approved the use of a therapy dog when appropriate to aid in the testimony of a child at hearings, trial or deposition. In Brevard County, the Guardian Ad Litem office is providing the therapy/facility dog with two trained handlers. The dog was provided and trained through the Brevard County Sheriff’s Office Paws and Stripes Program. The service is expected to be available within the next 60 days. This was also presented at the Dependency Summit with excited feedback from the GAL’s, Investigators and Case Managers on the benefits this program will bring into the courtroom.

She then shared the financial auditors were on site at BFP October 10-12 to conduct the annual required audit and the preliminary report suggests that there are no findings.

Ms. Holmes then spoke about the Together in Partnership (TIP) forum (which functions as an Advisory Board and planning committee) and shared it will sunset on December 16, 2017. A motion to extend the committee for 3 years has been drafted and will be presented to the Board County Board of Commissioners.

Ms. Holmes then shared a Children’s Services Council has been formed and headed by Rob Reins in partnership with the Early Learning Coalition, effective in 2018 and the identified priorities are: Prenatal – 5,

Afterschool and an “other” category for other community priorities. A Task Force is being formed to further examine data to refine priorities.

Ms. Holmes then congratulated Ms. Wright for her wonderful performance and thanked all who volunteered to make the evening a wonderful event.

Ms. Holmes shared the Volusia/Flagler site visit to C.A.R.E.S. took place on October 24th to discuss implementation of a pilot subcontracted with an organization called the House Next Door. The visit went very well; Ms. Powell had her staff attend and a family was present to attest to how the programs and services helped them. The training of the model is scheduled for November 13-16 and implementation shortly thereafter.

C.A.R.E.S Executive Director Report

Ms. Powell shared C.A.R.E.S. held a site visit from Volusia/Flagler and staff were very happy to support the replication initiative in anyway needed.

Ms. Powell then reported diligent efforts are being made to launch Love and Limits (PLL) within the Brevard C.A.R.E.S. service array. She was pleased to announce a therapist has been hired and has begun training on the PLL program. Full training with the therapist on the PLL program model for Care Coordinators and community stakeholders will begin on November 14th, to include a live demonstration with a family to experience how a therapy session works.

Ms. Powell then shared Brevard C.A.R.E.S. is prepared for the COA site visit scheduled for November 5th - 7th.

Ms. Powell then spoke about the Open Table Model initiative and shared C.A.R.E.S. is working with Vision Orlando; a faith based Leader in Central Florida whose primary focus is youth aging out of foster care, to implement a small group table to establish youth initiatives, supports and linkages. She added studies show that young adults who have gone through the open table process continue to maintain relationships with the open table members.

Ms. Powell then shared plans for Christmas are progressing and the big holiday event; the Winter Wonderland Celebration is scheduled for December 13th. Ms. Powell then explained the process for securing the gifts and the various activities held for both the children and parents throughout the day.

Family Allies Executive Director Report

Mr. Bucher shared Family Allies continues to experience a high turnover and through exits interviews it has been determined that it is due to heavy caseloads. He was happy to report the targets were met for children exiting to a permanent home within 12 months of entering OHC for the first quarter (July – September). The self-identified target was 48%, which is approximately 18% higher than the federal / state target of 40.5%. He then stated performance in July was 48%; August was 63.6%; September was 45%, ending the first quarter at 52.5%. - representing a 286% increase in performance from Q1 last fiscal year (18.3%). Mr. Bucher added that he projects ending the second quarter by exceeding 50% as well. He noted some areas pertaining to process tracking and data entry have slipped on the CBC score card and will be an area of focus as well.

Mr. Bucher shared 4 trainees graduated in September and they are in a protected caseload, the current training class of 10 is projected to graduate the end of December and efforts continue towards recruitment of certified case managers.

Mr. Bucher reported he and Ms. Guemple conducted a second presentation with Guardian ad Litem staff and volunteers on October 5th and he also met with DCF Investigations and Children's Legal Services on October 17th to continue to improve communication and relationships.

Mr. Bucher then shared Family Allies continues to operate under the projected budget and September financials show a year to date surplus of \$185K.

Mr. Bucher spoke about the town hall lunch meetings he conducted with staff at both Care Centers to discuss the efforts underway to reduce caseload ratios, address staffing, improve operational efficiencies and to solicit feedback from staff on their areas of concern and suggestions on improvements.

Financials

Mr. Carlson reported year to date show the agency at \$237K under budget and \$202K under for the 1st Quarter. He then reported the increase in salary and benefits expenditure in question at the board meeting last month was attributed to PTO accruals for the month of August. OOH is \$28K under budget and that includes the \$90K clothing vouchers in August.

Mr. Carlson then reported Family Allies is under budget and commended Mr. Bucher and his staff for their efforts. He indicated that Brevard C.A.R.E.S. is also under budget by \$100K.

The board then raised questions concerning the line item variances in legal and communications. Mr. Carlson indicated some legal fees must be prepaid and Ms. Davidson-Cook indicated part of the increase in the communication expense is attributed to flyers and handbooks made for COA.

Legislative Priorities

Mr. Carlson indicated that he and Ms. Powell will be heading to the Rally and Tally. Mr. Carlson has spoken to Mr. Mark Jones CEO of the CBC in Volusia Flagler where the CARES model will be implemented, and he has agreed to join him in a meeting with Senator Hukell, who supported the CARES replication at last years' legislative session. Mr. Carlson then spoke about the FCC Priorities referenced in the Board Report.

Mr. Smith then directed board members to review the Board Subcommittee Roster and asked the board to entertain the following motions:

Motion: Ms. Long moved to appoint Mr. Stockton Whitton as Chair on the Donor Relations and Civic Engagement Subcommittee. This was seconded by Ms. Betting and the motion passed unanimously.

Motion: Ms. Loftus moved to appoint Ms. Ruth Long to serve on the Risk Management Subcommittee. This was seconded by Ms. Wright and the motion passed unanimously.

Motion: Mr. Peterson moved to appoint Ms. Kathleen Rich-New to serve on the Marketing Subcommittee. This was seconded by Ms. Wright and the motion passed unanimously.

Old Business:

Ms. Loftus reported the Risk Subcommittee received a comprehensive overview of the BFP Quality Assurance program and she was impressed with the thoroughness of the program and with the follow up process. She then shared the committee reviewed the general status of the risk management activities and readiness for the COA site visit: BFP December 3–5 CARES November 5-7.

Mr. Peterson commended Ms. Loftus for her outstanding leadership and the team for the tremendous amount of hard work they do in support of the committee.

Mr. Carlson mentioned that Mr. Whitton, through Eastern Florida State College Coco Campus, has donated a suitable space for the gift drive.

Mr. Carlson then shared the Gala was huge success. He indicated invoices and donations are still trickling in and he expects to have the final accounting for the December Board Meeting.

Ms. Wright reported the Marketing committee did not meet this month due to preparations for the Gala, however, efforts continue on the website redesign.

Mr. Smith then directed members to the Board Donation spreadsheet for a status update on board member pledges and to contact Ms. Blackburn with any changes.

Mr. Smith then reminded members that the fund raising goal as a board will be discussed at the January 2018 retreat.

Mr. Smith then directed members to the Board Subcommittee Roster as a reminder to who serves on what committee.

Mr. Maloney spoke about the electronic work plan that he designed from the Strategic Plan Initiatives and stated it has been disseminated to the assigned champions for each of the performance measures and he will be prepared to report out at the December meeting.

Public Comments

Mr. Smith asked if there were any public comments. None were expressed.

Mr. Smith then asked for a motion to adjourn.

Motion: Ms. Betting moved to adjourn. This was seconded by Mr. Peterson and the motion passed unanimously.

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on December 7, 2017.