

BOARD OF DIRECTORS
August 27, 2015 BOARD MEETING
DRAFT MINUTES

Board Members in Attendance: Mr. Stockton Whitten, Board Chair, Mr. Eric Smith, Vice Chair, Mr. Mark Peterson, Ms. Brooke Goldfarb, Ms. Andrea Betting, Ms. Christa Bailey, Ms. Barbara Loftus

Board Members Absent: Dr. Greg Howes, Treasurer, Ms. Paula Creed-Smith and Ms. Kathleen Rich-New

Others in Attendance: Dr. Patricia Nellius, Mr. James Carlson, Sr. Director of Administration, Ms. Debbie Davidson-Cook, Sr. Executive of Compliance, Ms. Valerie Holmes, Sr. Executive of Programs, Ms. Laurie Anna Blackburn, Board Liaison. Also in attendance were: Ms. Amy Hammett, DCF, Ms. Anna Baznik, IMPOWER, Ms. Teresa Miles, CHS, Ms. Michelle Wiersma, CHS, Ms. Osha Goodwin, Brevard C.A.R.E.S., Ms. Phebe Powell, Brevard C.A.R.E.S., Ms. Colleen Fleming, BFP, Ms. LaChrista Jones, BFP, Ms. Carol Washburn, BFP, Ms. Tracey Kinsley, BFP

In the absence of Mr. Whitten, Mr. Smith opened the meeting, welcomed and thanked everyone for attending the August 27, 2015 Board of Directors meeting. He then welcomed newest board member Barbara Loftus to her first board meeting.

Mr. Smith then asked for all to state their names for the record.

Motion: Ms. Goldfarb moved to approve the agenda. This was seconded by Ms. Bailey.

Mr. Smith reminded members that if they had a conflict of interest to please complete the Conflict of Interest form (available at meeting) and provide it to Mr. Whitten, Board Chair. There were no conflicts reported.

Mr. Smith then asked Dr. Nellius to address the staff recognitions.

Dr. Nellius reported that more than 40 percent of the workforce has been with Brevard Family Partnership for 10 plus years which is a testament to the stability of the organization and for those we are here to serve. She then commended the staff in attendance for their hard work, dedication and commitment to the children and families of Brevard County. She then asked Ms. Davidson-Cook to present her staff recognition award.

Ms. Davidson-Cook introduced Ms. Carol Washburn as the data integrity specialist and commended her for her ability to provide in depth data reports in support of the agency's work. She then said it was an honor and a privilege to present Ms. Washburn with her 10 year service award. Dr. Nellius added that the Board Data report is an example of the type of data reporting Ms. Washburn prepares. Ms. Washburn joined Ms. Davidson-Cook and their pictures were taken.

Ms. Holmes then introduced Ms. Colleen Fleming sharing she started as the central care center manager and in July 2014 she was promoted to the Director of Child Welfare providing direct support, technical assistance and consultation to case managers and case management staff. She added that Ms. Fleming is very knowledgeable, oversees all of the permanency staffings and case transfers and that Brevard Family Partnership is very fortunate to have her. Ms. Holmes presented her award and congratulated her for her 10 years of services. Pictures were then taken.

Ms. Holmes introduced Ms. LaChrista Jones who started her career as a care coordinator, then promoted to the Child Family Services Program Manager providing oversight for our adoption programs and exceeding adoption targets yearly. She shared Ms. Jones also oversees some of the agency's signature events: Run/Walk for Love and the mass adoption ceremonies. She then said recently Ms. Jones was promoted to Director of Licensing overseeing licensing and foster home recruitment. Ms. Holmes commended her for a job well done and presented her with her 10 year services award. Pictures were then taken.

Ms. Holmes recognized Ms. Osha Goodwin and shared that she began her employment with the agency as the receptionist and administrative support for the North Care Center until 2002 when the center closed. She then transitioned to the Brevard C.A.R.E.S Center providing clerical and administrative support. In July 2014, Ms. Goodwin was promoted to an Executive Assistant for her outstanding job performance, facilities management, and leadership through the C.A.R.E.S. COA accreditation process. Ms. Holmes congratulated Ms. Goodwin for her 10 years of service, presented her the award and pictures were taken.

Ms. Holmes then congratulated the staff for reaching this milestone and thanked them for their great work as they were instrumental in shaping the agency to what it is today. Mr. Smith shared that he is very impressed by all the wonderful work they do and pleased to be part of their recognition.

Mr. Smith requested a motion to approve the June 25, 2015 board meeting minutes.

Motion: Ms. Betting moved to approve the June 25, 2015 board meeting minutes. This was seconded by Mr. Peterson.

Mr. Smith asked for approval of the Consent Agenda. This was approved by Mr. Peterson

Mr. Whitten arrived at 8:45

Consent Agenda:

Board Data Report

Ms. Holmes asked if there were any questions concerning the data report. Questions were raised concerning the number of foster homes recruited, the number of foster homes licensed, and what percentage of those who participate in the PRIDE classes become foster parents. Ms. Holmes reported that adoption recruitment is handled through IMPOWER with a full time Foster Parent Recruiter on staff. The number reflected on the report represents interested families who have come forward and will be moved through the home study process. Ms. Holmes then confirmed that there are currently two licensed Foster Homes and several in the final licensing stages. She then shared PRIDE is the Pre-service classes for those interested in foster care and adoption and the classes are on a rolling schedule through the year. The timeline for the process is approximately 120 days and those who attend typically continue through completion.

2015-2016 Strategic Work Plan (SWP)

Dr. Nellius reported that the plan was posted to the portal for review in advance of the meeting; then asked if there were any questions. No questions were raised.

CEO Board Report:

Dr. Nellius then reviewed her State of the System PowerPoint presentation sharing the aggregated data from 2006 to present illustrating the shift in trends that have occurred over the last 24 months which are having a major impact on the decisions made throughout the system of care. Dr. Nellius shared she will also be presenting to the CEO's and executives from provider agencies in September, and then around the community to provide a better understandings of changes that are occurring.

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

Ms. Powell introduced herself as the Executive Director to Brevard C.A.R.E.S. She then spoke about the Safety Management pilot program that just ended in June which focused on the target population: young children and children in large sibling groups. She explained the process and reported that the team will assess immediate and impending danger, provide the services needed to keep the children safe in their own homes, while visiting the families 3 to 4 times a week to try to keep them from coming into care.

Ms. Powell then spoke about C.A.R.E.S managing the MRT program recently transitioned from Devereux effective July 1. She shared that the team responds to calls from Foster Parents, referrals from CPI's, DJJ, and probation officers, then the team will visit the home, stabilize the situation and assess the need for programs and services to divert the children from coming into care.

Mr. Smith asked if the same team members that were involved with Devereux prior to the transition are currently on the Mobile Response Team. Ms. Powell reported there is a new primary clinician on board; however assistance is provided from a former Devereux employee who served in that position, and is now a BFP employee.

Financial Report:

Mr. Carlson reported there were discrepancies in the FY 2014 Financials from James Moore. The completed financials will be posted to the Board Portal early next week, with full disclosures at the September Board Meeting.

Mr. Smith then asked to review the 2015 – 2016 Annual Board Calendar.

Dr. Nellius asked if there were any questions or recommendations to add to the calendar. None were expressed.

Dr. Nellius reported on the Board Recruitment Subcommittee process and shared that the Board Recruitment Subcommittee will be meeting immediately following the board meeting to review two prospective board members. She then asked for any board member interested in serving on the subcommittee to join the convening. Mr. Whitten and Ms. Betting offered to serve on the subcommittee and will attend the meeting. Mr. Smith added serving on the committee is an excellent way to influence and recruit board membership.

Old Business

Mr. Carlson reported through July 31st, the agency received \$24, 831 with expenses at approximately \$15,000. He then said in August \$17,000 has been received or committed to the 10th anniversary endowment fund.

Mr. Smith shared that he appreciated receiving a reminder for his commitment towards the endowment fund for 2015. He then encouraged board members, if they haven't already done so to get their pledges in early.

Mr. Carlson then said the Gala is progressing very nicely and that there are currently 14 lip syncing acts that will be performing at the Gala.

Ms. Goldfarb shared that the plans for the Gala are progressing nicely and she complimented the committee for doing a great job. She then shared that the event will be held on October 24th and dinner will be included. She spoke about the acts and judges expected to participate and said each act is committed to raising \$5,000 and this would be a perfect opportunity for board members to meet their pledge commitment. Mr. Smith asked if tickets can be purchased on the website. Ms. Goldfarb provided the site address: <http://brevardfp.org/decadesinrevue/> Ms. Goldfarb then passed out save the date cards.

Mr. Smith asked board members to review the 2015-2016 Strategic Work Plan. He asked if there were any questions, none were raised; he then asked for a motion to approve.

Motion: Mr. Whitten moved to approve the 2015-2016 Strategic Work Plan. This was seconded by Ms. Betting.

Motion: Ms. Goldfarb moved to approve all motions as they were presented. This was seconded by Ms. Betting and the motion passed unanimously.

Public Comments: No Public Comments

Meeting was adjourned without a motion.

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved at the September 24, 2015 Board of Directors Meeting.