

BOARD OF DIRECTORS
May 25, 2017 Strategy Meeting
Minutes

Attendees: Mr. Eric Smith, Board Chair, Mr. Stockton Whitten, Board Treasurer, Ms. Kathleen Rich-New, Ms. Barbara Loftus

Members Absent: Dr. Greg Howes, Mr. Mark Peterson, Ms. Ruth Long, and Ms. Catherine Wright

Others in Attendance: Dr. Patricia Nellius, CEO, Ms. Laurie Anna Blackburn, Board Liaison, Ms. Debbie Davidson-Cook, Sr. Executive of Compliance, Ms. Kelly Welch, IMPOWER, Amy Hammet, DCF, Ms. LaChrista Jones, BFP, Mr. Jason and Ms. Jassa Carrasquillo, Foster Parents, Ms. Policier Foster Parent and Mr. Jacob Mayo, Foster Youth, Ms. Melissa Breckenridge, BFP and Ms. Patrice Grier, BFP.

Mr. Smith opened the meeting, welcomed and thanked everyone for attending the May 25, 2017 BFP Board Meeting. He then asked all to state their names for the record.

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 presented.

Mr. Smith asked for a motion to approve as follows:

Motion: Ms. Rich-New moved to approve the May 25, 2017 draft Agenda. This was seconded by Ms. Betting and the motion passed unanimously.

Mr. Smith then asked Ms. Jones to introduce her guests.

Ms. Jones shared Mr. and Mrs. Carrasquillo have opened their home to foster 5 children at various levels and she commended them for their 2 ½ years of commitment, dedication, and passion to provide a loving and supportive environment for their foster children. Mr. Carrasquillo shared he and his wife share a passion to assist their foster children with growth and development opportunities and watch them reach their potential. He added they support reunification and work closely with BFP to assist with transitioning children back to their biological parents. Ms. Jones added that Mr. and Mrs. Carrasquillo have made a significant impact with other foster parents as they serve on the Foster Parent Advisory Group.

Ms. Policier shared she is originally from New York and has 2 grown sons. She holds a Degree in Criminal Justice, working for the Juvenile Justice system, specializing in Teenage male youth. She finds BFP very helpful and supportive to her and to her foster youth. Mr. Jacob Mayo added that Ms. Policier has a very nice home and he finds her to be wonderful and she makes it her full time job to keep them well cared for and happy. He ended by saying she is very easy to talk to and she always makes herself available if they need to speak with her. The Board thanked them for attending the board meeting and sharing their experiences.

Mr. Smith then announced Ms. LaChrista Jones was the recipient of the 2017 Brevard's outstanding mother of the year award by the Phi Beta Sigma Fraternity at their annual Mothers recognition event.

Dr. Nellius shared that it seemed more appropriate to recognize board members for their years of service on their anniversaries rather than wait to the Annual Board Retreat. She then presented framed recognition certificates to Mr. Stockton Whitten for his 14 years of service, Mr. Eric Smith and Ms. Kathleen Rich-New for their 5 years of service and Ms. Barbara Loftus for her one year of service.

Dr. Nellius was pleased to announce on May 22, 2017 Ms. Katie Guemple accepted the Chief Operations Officer position with Family Allies. She shared Ms. Guemple is a former DCF employee who served as an Operations Manager for the last 2.5 years and also served as a Super Safety Practice Expert during the implementation of the Safety Decision Making Methodology. Ms. Guemple added she also participated in 8 days of training serving in a train the trainer role. She then shared she is delighted to have the opportunity to continue to serve in Brevard and she is looking forward to her new role with Family Allies.

Mr. Smith then asked for a motion to approve the April 27, 2017 Strategy Meeting Minutes

Motion: Ms. Betting moved to approve the April 27, 2017 Board Meeting Minutes. This was seconded by Ms. Loftus and the motion passed unanimously.

Consent

Mr. Smith asked for a motion to approve the consent item.

Motion: Ms. Rich-New moved to approve the Board Data Report. This was seconded by Ms. Loftus and the motion passed unanimously.

Mr. Smith then asked Dr. Nellius for her Board Report.

Board Report

Dr. Nellius reported April was Child Abuse Prevention Awareness month. BFP and C.A.R.E.S. along with our community partners, DCF and the Child Abuse Prevention Task Force hosted the Annual Child Abuse Prevention Recognition Banquet and she was pleased to announce BFP Foster Parents, Mr. Kenz and Mrs. Marlene Baptiste were recipients of the Foster Parent of the Year award. She then referred members to her board report for their nomination.

Dr. Nellius was pleased to announce the C.A.R.E.S. Safety Management Services Team were the recipients of the Social Services Group/Team award and she referred members to her board report for their nomination.

She then shared May is National Foster Parent Recognition Month and there are currently 135 foster parents, 269 children in care with a capacity to serve 300 children in the local System Of Care. She then discussed local Faith Based Community efforts and stated Ms. Jones' has been successful in engaging the faith based community to support the Foster Families and children.

She commended Ms. Holmes and Ms. Jones for an outstanding job coordinating the annual Foster Parent Appreciation Picnic hosted by Suntree United Methodist Church. She then referred members to the board report for a list of faith based partnerships to date.

ACTION ITEM: Ms. Loftus asked for a statement or wording to use when writing legislators. Dr. Nellius stated she will provide members with talking points when the language is drafted for the upcoming session and requests.

Dr. Nellius then shared the 2017-2018 Leadership team members have been selected. She explained the selection process and commended the former team for their outstanding accomplishments such as holding a successful legislative breakfast, restoring the care centers, and community outreach to share how BFP impacts the community. She then directed members to her board report for a list of their accomplishments. Ms. Rich-New added, participating on the leadership team offers employees high level professional development and engagement in high level decisions they wouldn't otherwise be exposed to during a normal workday.

Dr. Nellius shared Judge McKibben will be attending the June Board Meeting to be recognized for her accomplishments during her appointment to the dependency court bench.

Dr. Nellius reported she continues to work with Ms. Leigh Holt to finalize the Strategic Priorities and she will brief the board at the June Board Meeting.

Dr. Nellius reported the Growing Tree Solutions operating agreement has been received and vetted through outside counsel and BFP's staff attorney. Ms. Kellie Sweat-Darnell and Mr. Mark Slager will be at the June Board Meeting. She added they will also be at the NCFIE Certification Training to get a better understanding of the curriculum.

Dr. Nellius confirmed with Ms. Rich-New that the 5 individuals have formed their new entity and have conceded to the BFP Board of Directors requirements.

Dr. Nellius congratulated Mr. Whitten for his new Vice Presidency appointment at Eastern State Florida College.

Dr. Nellius ended her report sharing May marks her 13th anniversary. She then expressed that it has been an honor to serve as the CEO of the BFP Family of Agencies and she thanked the Board for their support, leadership, guidance and direction.

C.A.R.E.S. Board Report

Ms. Powell recapped the Child Abuse Prevention Task Force (CAPTF) calander of events during the month of April and reported the activities and banquet were well attended. As part of the

community outreach initiative, Pinwheels were planted across the county and during neighborhood walks over 300 resource bags containing information about provider services were distributed.

Ms. Powell was pleased to announce, on April 28th, the Safety Management Team was recognized as the Social Services Team Award honoree at the Annual Child Abuse Prevention Awards Banquet. She commended them for their tireless efforts to keep children safe in their homes throughout the year.

Ms. Powell was happy to report that Brevard C.A.R.E.S. was nominated for and received a \$1,000 Wells Fargo Community Connection Grant. She noted that this was the direct results of a Wells Fargo employee receiving Safety Management Services and speaking highly of the program to her branch manager. She then commended staff members for their excellent service and advocacy of the C.A.R.E.S. programs and services.

Ms. Powell then shared Brevard C.A.R.E.S. is on track and continues to move forward with updating operating procedures, disaster plan and Narratives for COA.

Ms. Powell ended her report stating Brevard C.A.R.E.S. continues to focus on Targeted Case Management implementation: a new employee is scheduled to start in April and billing will begin in May.

Mr. Smith then shared Board Member Mark Peterson has requested a leave of absence from May through September and his letter has been posted to the Board Portal for review in advance of the meeting. Mr. Smith asked for the board to entertain a motion to approve.

Motion: Ms. Betting moved to approve Board Member Mark Peterson's request for a leave of absence from May through September. This was seconded by Ms. Rich-New and the motion passed unanimously.

Financials

Ms. Simmons directed members to the Statement of Revenues and Expenditures located in the April financial package and shared she will be reporting on variances over \$5,000. She shared IT expenses increased and are directly attributed to the new Family Allies Portal set up and replacement of BFP computer equipment. Salaries and Benefits show an increase resulting from re-assigning 25% salary line items from NCFIE back to BFP. She concluded her report stating Insurance has increased due to adding the Foster Parent Insurance renewal and DCF will fully fund the Adoption Subsidy by FYE. She asked if there were any questions and none were expressed.

Old Business

Mr. Smith then asked for Board Subcommittee updates:

Ms. Loftus reported The Risk Management Subcommittee did not meet during the month of May. She raised concerns with having only two board members on the committee and asked if another

member should be assigned during the months Mr. Peterson is on leave. Mr. Smith asked Ms. Blackburn to contact Mr. Peterson for his availability to call in for the meetings during his leave of absence.

ACTION ITEM: Ms. Blackburn will contact Mr. Peterson to inquire on his availability to attend the Risk Management Subcommittee meeting via telephone.

Ms. Long was not present to report on the Donor Relations and Civic Engagement subcommittee. Dr. Nellius shared the planning for the Gala is ahead of schedule.

Ms. Catherine Wright was not present to report on the Marketing Subcommittee

ACTION ITEM: Send the Gala “Save the Date” to Board Members

Mr. Smith then reminded the Board members of their commitment to raise funds by Fiscal Year End. He then referenced the Donation Tracking spreadsheet.

Mr. Smith then mentioned the Board Subcommittee listing approved at the January Board meeting and will be included in board binders monthly.

Dr. Nellius then shared that Mr. Tracy Little has been promoted to Director of Wraparound Training and Fidelity.

Ms. Smith asked Mr. Little to provide an update on Goal 6.

Goal 6: FAMILY PRESERVATION – Protect children while strengthening families

Customize services to meet the unique needs of each child and family

6e. Focus attention on development of additional natural and informal support systems

The Director of Wraparound Training and Fidelity will continue to meet with the Brevard C.A.R.E.S. Care Coordinators to measure fidelity and to help each staff member achieve Proficiency Based Wraparound Certification. The Director of Wraparound Training and Fidelity and Special Projects Coordinator will also meet with the Family Partners bi weekly. The Wraparound Observation Form will be administered to both groups.

90% of all families served through Wraparound will have at least 40% of informal and natural supports. All Care Coordinators and Family Partners will maintain 90% fidelity to the model as measured through the Wraparound Observation Form.

Current performance is that 61% of families served have at least 40% informal and natural supports.

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



Mr. Smith asked for a motion to adjourn.

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

Respectfully Submitted,

Laurie Anna Blackburn
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on July 20, 2017.