



BOARD OF DIRECTORS
January 24, 2019
Draft Minutes

Attendees: Mr. Eric Smith, Board Chair, Ms. Barb Loftus, Board Vice Chair, Ms. Ruth Long, Treasurer, Mr. Mark Peterson, Ms. Andrea Betting, Ms. Catherine Wright and Mr. Rob Cramp

Members Absent: Ms. Jean Bandish

Others in Attendance: Mr. Phil Scarpelli, CEO, Ms. Valerie Holmes, ED BFP, Ms. Laurie Anna DeGennaro, Board Liaison, Mr. James Carlson, Sr. Executive Administration, Mr. Kevin Maloney, Sr. Executive Strategy, Ms. Ashley Carraro, Sr. Executive Programs, Mr. Bill Bucher, ED Family Allies Ms. Tracy Pellegrino, ED C.A.R.E.S., Ms. Kathryn Parker, COO Brevard C.A.R.E.S., Dr. Patricia Nelliuss, Consultant, Ms. Amy Hammett, DCF

Mr. Smith opened the meeting, welcomed and thanked everyone for attending the January 24, 2018 Annual Board of Directors meeting; he then asked all to state their names for the record.

Mr. Smith asked for the following motion:

Motion: Ms. Betting moved to approve the January 24, 2019 Agenda. This was seconded by Mr. Peterson and the motion passed unanimously.

Mr. Smith 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.

Board Member Recognitions:

Ms. Holmes began by recognizing Ms. Barb Loftus, Ms. Catherine Wright, and Ms. Ruth Long for their three years of dedication and commitment to serving on the Brevard Family Partnership Board of Directors and their respective Board Subcommittees. She then shared they will receive BFP shirts at the next board meeting. Mr. Scarpelli expressed his sincere appreciation for their support as he transitioned into his role as CEO and for their expertise, dedication, and commitment to serving on the Board. Mr. Smith commended them for their reliability and very important input to the Board. Pictures were then taken.

Ms. Holmes recognized Mr. Smith for his superior leadership, commitment to serving on multiple subcommittees to include the CEO search committee, and for his 2018 perfect attendance. Ms. Holmes presented him with his award and pictures were taken. Mr. Scarpelli commended him for his leadership and tremendous support of BFP.

Mr. Smith asked for the following motions:

Motion: Mr. Peterson moved to approve the December 13, 2018 Draft Board Meeting Minutes. This was seconded by Ms. Long and the motion passed unanimously.

Consent Agenda Item:

Motion: Ms. Betting moved to approve the Board Data Report. This was seconded by Mr. Cramp and the motion passed unanimously.

CEO Update

Mr. Scarpelli shared his primary efforts have been focused on preparing the presentation he shared at the Retreat. He will provide a full update at the February Board Meeting on his primary objective; community engagement, as set forth by the BFP Board of Directors. He then shared he has heavily communicated his vision and commitment to strengthen the partnership between BFP and the Department of Children and Families (DCF). In addition, he has been in direct contact with the DCF Regional Managing Director on numerous occasions expressing the same sentiment. Mr. Smith commended Mr. Scarpelli for engaging his team members at all levels and he appreciates Dr. Nellius, Ms. Holmes, Mr. Carlson, Family Allies and C.A.R.E.S. for their input and help through his transition.

BFP Executive Director Report

Ms. Holmes reported the following initiatives:

BFP has identified a new therapeutic foster care provider: Pinnacle Family Services, to license and train foster parents for therapeutic foster care, provide high level behavioral and mental health services, in addition to recruiting safe homes for victims of human trafficking and children with developmental disabilities. She then reported January is human trafficking awareness month and commended Ms. Carraro for training case management staff to understand the related trauma and to provide effective ways to better serve this population.

BFP and its Family of Agencies have executed a membership with Foundation Search, a software system for non-profits that provides tools to locate funding streams. The intent is to help the agencies efficiently identify funding diversification. Each agency has been provided with a user ID and have started using the system to identify available funding sources.

Rally in Tally is scheduled for February 4 and 5. Attendees include: Mr. Scarpelli, Public Relations Staff, Foster Parents Mr. and Mrs. Russell, the Director of Licensing, along with the youth leader and three youth from the Brevard Youth Council.

To prepare for the Title IV-E Eligibility under the Family First Prevention Services Act (FFPSA), DCF hired consultants to work with each CBC to support the Title IV-E Eligibility initiative and Mr. Carlson will be the point of contact for BFP.

Mr. Smith then encouraged board members to attend the Rally in Talley if interested; it's an opportunity to engage with legislators, youth and foster parents.

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

Ms. Pellegrino shared C.A.R.E.S continues to ensure that the right people are in the right positions as the agency expands. She then spoke about the reporting structure and indicated staff have been promoted or moved into different positions, creating a renewed energy with staff.

C.A.R.E.S. did not hold a January Board Meeting. The Annual Board Retreat is in the planning stages and is expected to be held in March.

Over the last several years, there has been a drift in fidelity to the C.A.R.E.S. model and Ms. Pellegrino is currently working with the NCFIE to ensure clear uniform standards are promoted nationally. Staff will be attending the High Fidelity Wraparound Training Institute scheduled January 29 - February 1.

The licensing period for Parenting with Love and Limits Program (PLL) has been extended to June 2019. PLL is an evidence-based practice model that trains agencies and therapists to achieve better outcomes with children and their families in areas of trauma, mental illness and delinquency. Ms. Pellegrino noted that staff therapist, Ms. Syrian McConnico has reached the minimum standard in all areas and is on track to meet the significance standard. The CARES site is expected to receive the Stable Award by June 30, 2019. Mr. Cramp commended Ms. Pellegrino for the good work she is doing.

Family Allies Executive Director Report

Mr. Bucher shared the following:

Mr. Bucher provided some background and history on the development of the Five Year Strategic Work Plan and the decision the board made to bring Case Management back under local control. He noted since transition, he is pleased with the accomplishments and using the charts contained in his report, he reviewed the staff turnover, capacity, caseloads, and permanency outcomes.

Family Allies is responsible for two areas of the BFP Financial Viability Plan: reducing the number of children in OHC over 18 months by 40% (63 children) and maintaining performance of at least 50% of children achieving permanency within 12 months of entering OHC. For the January reporting period (December data), Family Allies met the Q1 and Q2 goals of children in OHC over 18 months achieving permanency (52 children have achieved permanency – 82.5% of the fiscal year target) and the Q1, Q2, and Q3 goals of achieving permanency for 50% of children who entered OHC last FY.

Financials reflect a downward trend in overtime expenditures through the first twelve pay periods this FY, compared to last FY, and he attributes that to lower caseloads and staff retention rates.

Family Allies has been focusing on restructuring the Family Time division (Supervised Visitation). He and the COO visited Devereux in Orlando to review their visitation process plans and forms. He was excited to report two color photo printers were purchased for families to print pictures during visitation at each of the care centers. Mr. Scarpelli commended Ms. Carraro, Ms. Guemple, and Ms. Parker for supporting case management efforts.

Discussions then ensued regarding the challenges faced with the fidelity to the case practice model attributed primarily to historical high staff turnover rates, along with the lack of available resources, DCF and QA training, which has recently expanded under Mr. Maloney's leadership.

Consultant Board Report

Dr. Nellius covered the following points outlined in her report:

She and the CEO have been conversing with a prospective CARES replication partner in North Carolina; The Duke Foundation. A proposal has been submitted to fund a CARES pilot demonstration in NC and it has been accepted. Since acceptance, Dr. Nellius provided the proposed activities, timelines and outcomes. She shared her excitement in that the CEO of Duke is from Brevard County and she feels confident about this partnership.

Dr. Nellius then reflected on her due diligence with prospecting Erie County over six months, and in the end the initiative was stalled due to the resignation of the deputy secretary.

A grant proposal was submitted to Ray and Kathryn Eckstein Charitable Trust for seed funding for building capacity with evidence based practices. They responded stating that they do not fund supporting agencies.

It was decided that the BFP FOA's would proceed with purchasing access to a grant portal, and Dr. Nellius will be the representative accessing the Foundation portal for the NCFIE.

She has been working with Eckerd Connects, the BFP Legislative Committee and lobbyist to formulate a special appropriation request for a second CARES pilot site in C-6 and 13. The special request must be submitted within the next 10 days. The draft narrative and budget were submitted to all parties for review in advance of developing the strategy to reach out to potential legislative sponsors.

The NCFIE team continues to work on the Volusia Flagler (VF) CARES replication, which is progressing well. The subcontracted service provider continues to experience staff turnover; however, the lead Community Based Care Agency is pleased with their outcomes.

Ms. Holmes, the House Next Door, Supervisor, Mr. Little and Dr. Nellius will be traveling to Washington DC in April 2019 to present the CARES program model at the Child Welfare League of America Conference. The theme for this year is the Family First Prevention Services Act. This will provide an opportunity to market the CARES replication to the national child welfare community.

She continues to work with BFP and CARES leadership focusing on establishing the uniform standards (for use of the Wraparound Care Management System) for all CARES sites, marketing and outreach. She reviewed the contracts process flow chart contained in her report was reviewed.

The NCFIE is convening a Wraparound Certification Institute for January 29- February 1, 2019 with 13 students registered to attend. The NCFIE has had 135 students participate in the National Wraparound Certification Institute. Forty-four students have achieved certification and 3 are currently pending their oral defense and examination.

A draft FFPSA implementation plan and timeline was developed and provided to the CEO and BFP leadership. The timeline will depend on the decision for IVE Waiver extension and FFPSA implementation deferral. She then provided a status update on the IV-E Wavier Extension as outlined in her report.

ACTION ITEM: Ms. Loftus asked Ms. DeGennaro to forward the NCFIE – Systems of Care Technology Contracts Flow Chart to Ms. Patrice Grier to add to the next Board Risk Management Subcommittee.

Financials

Mr. Carlson began by reporting C.A.R.E.S. is within Budget and Family Allies is over in part due to three months pre-paid insurance premiums.

He then reported on the BFP financials as follows:

- Adoption subsidy is significantly over budget and the deficit will be fully funded by the Department of Children and Families.
- Out of home cares continues to fall under budget.

Community Foundation of Brevard

Mr. Carlson then reviewed the Brevard Community Fund Statement and reported the decrease is attributed to investment losses over the 2018 calendar year.

He then shared the goal is to reach an account balance of \$100,000, so that the interest income can be put back into the system of care. To date, contributions to the account were made by the Community Foundation of Brevard using funds raised by performing in the GALA.

Mr. Scarpelli and Mr. Carlson are scheduled to meet with the Director of Community Foundation of Brevard to discuss planning and funding opportunities to reach \$100,000.

Legislative Update

Mr. Carlson reported on January 15, Mr. Scarpelli attended the Brevard Delegation and presented his message to the County Commissioners. Mr. Scarpelli added he met with Senator Mayfield the week before and feels she is in support of our mission and vision.

Mr. Carlson shared the lobbyist is working diligently to schedule appointments with Brevard Delegates during the Rally in Tally event scheduled February 4-5. Once there is clarity on the Eckerd special appropriations request, the plan is to return to Tallahassee and speak to delegates during Children's Week.

Discussions ensued regarding the funding for the Children's Services Council and their decision to repeal the county ordinance, on a legal level, in an effort to address the County's decision not to fund the council. Staff will continue to keep the board apprised on the initiative.

Mr. Smith spoke to the board about two distinct fund raising efforts: A personal pledge in the amount of the members choice; pledge forms were provided, and a collective board member goal through community



outreach. Mr. Smith was pleased to report the board agreed to a fundraising goal of \$30,000 for calendar year 2018 and raised \$26,363.00 of that goal. He commended the board for their efforts.

The board agreed to a fund raising goal of \$30,000 for 2019.

Motion: Ms. Betting moved to set a collective board fund raising goal of \$30,000 for calendar year 2019. This was seconded by Mr. Peterson and the motion passed unanimously.

The board then discussed assigning the fund raising goal follow up action steps and tracking tools to the Board Donor Relations and Civic Engagement Subcommittee. It will be further discussed later in the agenda.

Motion for Slate of Officers

Motion: Mr. Mark Peterson moved to appoint Mr. Eric Smith to BFP Board Chair for a one year term, Ms. Barb Loftus to BFP Board Vice Chair for a one year term and Ms. Ruth Long to BFP Board Treasurer for a two year term effective January 24, 2019. This was seconded by Ms. Betting and the motion passed unanimously.

Motion Board Member Terms

Motion: Mr. Mark Peterson moved to approve Ms. Catherine Wright for a two year term, Mr. Rob Cramp for a three year term, and Ms. Jean Bandish for a three year term on the BFP Board of Directors effective January 24, 2019. This was seconded by Ms. Betting and the motion passed unanimously.

Board Subcommittee Review

Motion: Ms. Betting moved to disband the Executive Search Subcommittee. This was seconded by Mr. Cramp and the motion passed unanimously.

Mr. Smith reminded members of their decision during the morning session to form a new Board Reorganization Subcommittee.

Motion: Ms. Wright moved to approve the formation of the Board Reorganization Subcommittee. This was seconded by Ms. Loftus and the motion passed unanimously.

Motion: Ms. Long moved to appoint Mr. Eric Smith to serve as Chair of the Board Reorganization Subcommittee, Ms. Catherine Wright, Ms. Andrea Betting and Ms. Barb Loftus as members effective January 24, 2019. This was seconded by Mr. Peterson and the motion passed unanimously.

Board members then discussed having subsidiary board members and staff from across the family of agencies participate on the subcommittee.

Board members then reviewed the proposed 2019 Board Subcommittee Roster and the following motion was made:

Motion: Ms. Long moved to approve the proposed 2019 Board Subcommittee Roster with the addition of the newly formed Board Reorganization Subcommittee. This was seconded by Ms. Loftus and the motion passed unanimously.

The NCFIE Board Chair Appointment

Motion: Ms. Betting moved to appoint Ms. Kathleen Rich-New to serve as the NCFIE Board Chair for a one year term effective January 24, 2019. This was seconded by Ms. Loftus and the motion passed unanimously.

Board Self Evaluation Presentation

Ms. Holmes presented the aggregated 2018 BFP Board Self-Assessment using a PowerPoint Presentation. The presentation, along with the aggregated board responses, and calculation tools were posted to the BFP Board Portal for their review in advance of the meeting. Areas of focus are:

- Board Member Recruitment: Recommendations: Former Youth Consumer, Faith Based Leader, and Educational Leader.
- Diversify revenue streams through the NCFIE, i.e. C.A.R.E.S. replication, Wraparound Institute Trainings, and explore other revenue sources.

Old Business

Board Risk Management Subcommittee:

Ms. Loftus deferred to Ms. Carraro to recap the co-signing car loan program initiative presented by the CBC of Central Florida at the November meeting. The program is designed to help youth purchase a car with the lead agency supporting the youth through the bank loan process. Ms. Loftus highly recommended the committee move forward with the proposal into the planning phase. Once the planning process has been formalized, the final proposal will be presented to the full board for review.

Discussions then ensued about launching the co-signing car loan program locally and engaging the local financial institutions to support the initiative. Mr. Carlson will be attending meetings with the CBC of Central Florida to learn how the car loan process flows.

Board Marketing Subcommittee

Ms. Wright reported the committee was unable to reach a quorum for December and January. The next meeting is scheduled for February. The committee continues to focus on the BFP website to refresh Brevard C.A.R.E.S. and enhance Family Allies presence on the site, along with review of the commonalities between the three agencies. A secondary focus is researching an intranet network for employee communications and housing standard forms.

Donor Relations

Mr. Carlson indicated the Donor Relations and Civic Engagement Subcommittee needs a Committee Chair.



Mr. Smith suggested merging the Board Marketing and the Donor Relations and Civic Engagement Subcommittees into one and Ms. Catherine Wright will serve as the Chair.

Motion: Mr. Peterson moved to merge the Board Marketing and the Donor Relations and Civic Engagement Subcommittees into one and Ms. Catherine Wright will serve as the Chair. This was seconded by Ms. Loftus and the motion passed unanimously.

Heat Map Update

The Foster Parent Heat Map was updated as requested by the board at the October 25, 2018 Board of Directors and the PowerPoint presentation was posted to the BFP Board Portal.

Ms. Carraro was pleased to report, using enhancements through Mindshare technology, the data retrieved shows foster homes available in real time within the surrounding school zone which helps with placements, along with foster home recruitment opportunities in specific geographical areas. Ms. Pellegrino reported the program can also be used to identify high risk areas for front end prevention and diversion activities for the C.A.R.E.S. Mobile Response Team (MRT). Mr. Maloney then accessed the Mindshare Dashboard to illustrate its functionality on how various mapping data can be retrieved using selected criteria.

Public Comments

None were expressed.

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

Respectfully Submitted,

Laurie Anna DeGennaro
Board Liaison

Approved by the Board of Directors at the February 28, 2019 Board Meeting.