



BFP BOARD MEETING
June 24, 2021
Minutes

Attendees: Ms. Barb Loftus Board Chair, Ms. Ruth Long, Board Vice Chair, Mr. Rob Cramp, Mr. Dan Rodgers, Mr. Carlos Assemany, Mr. Storm Doddy, Dr. Rosanna Malbran,

Members Absent: Mr. Eric Austin Board Treasurer and Ms. Sky Beard

Others in Attendance: Mr. Phil Scarpelli, CEO, Ms. Laurie-Anna DeGennaro, Board Liaison, Dr. Valerie Holmes, VP of Operations, Ms. Kelly Swartz, Chief Legal Officer, Mr. Don Johnson, Chief Financial Officer, Ms. Katie Guemple, ED Family Allies, and Kathryn Parker, ED Brevard C.A.R.E.S, Ms. Jessica Walker, DCF Contract Manager, Mr. Ernest Jones, IMPOWER

Ms. Loftus called the meeting to order, welcomed, and thanked everyone for attending the June 24, 2021 BFP Board Meeting.

Public Comments:

Ms. Jessica Walker, DCF Contract Manager spoke about the Pace Center for Girls Fundraiser as an example of how the BFP Foundation could find innovative ways to raise money. She shared she presently serves as the Vice Chair for the Pace Center for Girls Young Professionals Board. During the month of June, the Young Professionals Board held a social media focused text-to-give fundraiser to highlight and celebrate the spirit of graduation for their girls. Sometimes graduation present extra barriers Pace helps girls to overcome those barriers. During this campaign, we encouraged our social media audience to join us by posting a photo of when they graduated (high school and/or college) while extending the ask to donate Pace in the amount of \$20.21 to commemorate the 2021 graduates. At the time of this report, the Young Professionals Board achieved 50 percent of its targeted goal.

Motion: Mr. Assemany moved to approve the May 27, 2021 Board Meeting minutes. This was seconded by Mr. Rodgers and the motion passed unanimously.

Ms. Loftus reminded members that if anyone had a real or perceived conflict of interest or a business relationship between two board members to please reach out to Ms. DeGennaro for a Conflict-of-Interest form. None were disclosed.

BOARD ANNOUNCEMENTS

Ms. Loftus asked board members to submit their pledge forms at their first opportunity. She reminded the board of the importance of 100% board participation in support of grant opportunities.

Ms. Bandish submitted her resignation effective May 26, 2021 due to a family crisis. Ms. Loftus thanked her for her service and hopes her family is doing well.



Ms. Loftus then reminded board members that Mr. Cramp submitted his resignation subsequent to the June 27 board meeting. She acknowledged Mr. Cramps for his three years serving on the Board of Directors, presented Mr. Cramp with a Certificate of Appreciation, a BFP logoed Jacket and pictures were taken. Mr. Cramp extended his sincere appreciation for the work BFP and the Family of Agencies does for Brevard's children, families, and the community at large.

NEW BUSINESS

The Family of Agencies 2021-2022 Budgets and Supplemental Narrative were posted to the BFP Board Portal to review in advance of the meeting. No comments were expressed during the review period.

Ms. Loftus reported the Board Finance Committee met to review the Family of Agencies Budgets and asked for committee input. Ms. Long and Dr. Malbran both confirmed that the committee reviewed the budgets in great detail and motioned to present the 2021-2022 Family of Agencies Budgets as posted to the board portal, for the full board to review, with the intent to seek a motion to approve at the June 27 BFP Board of Directors meeting.

Motion: Mr. Doddy moved to approve the 2021-2022 Family of Agencies Budgets as presented on the BFP Board Portal and approved by the Board Finance Committee. This was seconded by Mr. Cramp and the motion passed unanimously.

Ms. Loftus then noted there will be no board meeting in July and asked for a motion to review the Brevard C.A.R.E.S prospective board member candidate via e-mail and the 2021-2022 combined insurance premiums presented by Bouchard Insurance via e-mail as it exceeds the CEO's signature authority.

Motion: Dr. Malbran motioned to review the Brevard C.A.R.E.S. prospective board member candidate via e-mail with the intent to seek a quorum for approval. This was seconded by Mr. Rodgers and the motion passed unanimously.

Motion: Dr. Malbran motioned to review the 2021-2022 combined insurance premiums presented by Bouchard Insurance via e-mail with the intent to seek a quorum for approval. This was seconded by Mr. Rodgers and the motion passed unanimously.

Salary Administration Plan

The 2021-2022 Salary Administration was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period.

Motion: Ms. Long moved to approve the 2021-2022 Salary Administration Plan as posted on the BFP Board Portal. This was seconded by Mr. Rodgers and the motion passed unanimously.

HR2501 Total Compensation and Benefits Policy

HR2501 Total Compensation and Benefits was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period.

Motion: Ms. Long moved to approve HR2501 Total Compensation and Benefits Policy as posted on the BFP Board Portal. This was seconded by Mr. Assemany and the motion passed unanimously.

2021-2022 Board Annual Calendar

The 2021-2022 Board Annual Calendar was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period.

Ms. Loftus reminded board members that the annual calendar is a way for the board to keep track of mandatory items that must be reviewed by the board on an annual basis.

Discussions ensued regarding a separate community events calendar for members to review monthly and schedule times when two or more can attend.

ACTION ITEM: Members would like a separate events calendar to include BFP initiatives for board members to review and coordinate their attendance, i.e. Just One Initiative, Back to School Drives, Foster Parent events. Mr. Scarpelli will work with the Family of Agencies leadership to devise a separate events calendar.

Motion: Mr. Rodgers moved to approve the 2021-2022 Board Annual Calendar as presented. This was seconded by Mr. Cramp and the motion passed unanimously.

Annual Legal Entity Overview

The Legal Entity Overview to include the formation of the BFP Foundation was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Scarpelli reviewed the subsidiary relationships to BFP as presented.

ACTION ITEM: Members then discussed the need to clearly define the flow of capital campaigns from the BFP Governance Board to the BFP Foundation and vice versa.

CONSENT AGENDA

Ms. Loftus asked to modify the BFP Board Meeting agenda to include the Consent Agenda Items: the BFP, C.A.R.E.S. and CEO Board reports posted to the BFP Board Portal to review in advance of the meeting.

Motion: Mr. Rodgers moved to approve the BFP, C.A.R.E.S. and CEO Board reports under the Consent Agenda. This was seconded by Mr. Assemany and the motion passed unanimously.

Discussions ensued regarding the frequency of the BFP Board Governance Meeting for Family Allies, NCFIE and the BFP Foundation. Members agreed to conduct the Family Allies Board meetings quarterly and immediately following the BFP Board Meeting. Members then agreed to conduct the BFP Board Governance Meeting for NCFIE and the BFP Foundation separately, with a date to be determined, as they do not fall under the Florida Sunshine Law.

Motion: Mr. Assemany moved to approve conducting the BFP Governance Board meeting for Family Allies quarterly and immediately following the BFP Board Meeting and the BFP Board Governance meetings for NCFIE and the BFP Foundation will be held separately, with a date to be determined. This was seconded by Dr. Malbran and the motion passed unanimously.

ACTION ITEM: The BFP Governance Board will need to determine the frequency and meeting date for NCFIE and the BFP Foundation.

Legislative Update

The 2021 Legislative update was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Scarpelli reported the updates as presented.

Discussions ensued regarding board members supporting legislative initiatives:

- Public Relations to generate written and verbal comments for board members to collectively support any urgent legislative initiative to the local delegation and legislatures in Tallahassee.
- Public Relations to write letters to the Editor to address and defuse misinformation on any editorial negatively impacting the child welfare system of care.
- Marketing to bring back and track dropped initiatives: Keys to Independence, Road to Autonomy, Cribs for Kids, etc.
- Collect real success stories from the family of agencies that will appeal to the heart of the targeted audience.

Ms. Loftus reminded members there is no board meeting in July.

Motion: Mr. Rodgers moved to adjourn. This was seconded by Mr. Cramp and the motion passed unanimously.

Respectfully Submitted,

Laurie-Anna DeGennaro
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on August 26, 2021.