



BOARD OF DIRECTORS ANNUAL BOARD BUSINESS MEETING
January 27, 2022
Minutes

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

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

Others in Attendance: Mr. Phil Scarpelli, CEO, Ms. Laurie-Anna DeGennaro, Board Liaison, Dr. Valerie Holmes, VP and Chief Operations Officer Mr. Don Johnson, Chief Financial Officer, Kathryn Parker, ED Brevard C.A.R.E.S., Mr. Jim Moody, Rollins College

Ms. Loftus opened the meeting at 12:30, welcomed, and thanked everyone for attending the January 27, 2022 Annual Board of Directors Business Meeting.

Ms. Loftus requested to amend the agenda; moving the CEO Board report after the public comments.

Motion: Mr. Rodgers moved to approve the January 27, 2022 amended Agenda. This was seconded by Mr. Assemany, 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.

CEO BOARD REPORT

The CEO Board report 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 his report as presented and noted the following:

- The CEO and young adults from the Youth Advisory Council, Mr. Carlson, and faith-based representation attended Rally in Tally to advocate for legislative support of the \$40 million in increased funding to address the case management retention crisis in order to provide better continuity of care for our at-risk children and families.

ACTION ITEM: Members requested a letter be crafted for board members to send to local delegates outlining the legislative requests, along the names, addresses, and telephone numbers for our delegates with an elevator speech that board members can reference when making direct calls.

12:45 Dr. Holmes and Mr. Johnson joined the meeting

- The Early Childhood Court program is in the planning stages and will be launching soon. The program will serve families with children 3 years and under. The FOA's is delighted to be part of a life-changing initiative and working with Dependency Judge McKibben to increase faster positive outcomes. Dr. Holmes added on March 4, providers will begin working with 20 families using two types of intervention services.

- CNI is working to create a communication tool that connects the Family of Agencies and how they interrelate.
- Rock Paper Simple is working to develop video clips of youth sharing their life experiences which will be shared statewide.

12:55 Ms. Jessica Walker, DCF Contract Manager joined the meeting via conference call.

Public Comments: None were expressed.

Motion: Mr. Assemany moved to approve the December 9, 2021 minutes. This was seconded by Mr. Rodgers and the motion passed unanimously.

Recognitions:

Mr. Assemany and Dr. Malbran were recognized for their 2021 perfect attendance. They were given a plaque and pictures were taken.

Mr. Doddy, Mr. Rodgers, and Mr. Austin were recognized for their three years serving on the BFP Board of Directors. Mr. Doddy and Mr. Rodgers were given a BFP button down logo shirt and their pictures were taken. Mr. Austin was not present; his shirt will be delivered at a later time.

New Business

Slate of Officers

Mr. Doddy reported the Board Recruitment Committee met to review the slate of officers and set the proposed terms using the staggered approach. He then asked for the following motion:

Motion: Mr. Rodgers moved to appoint Ms. Ruth Long to serve as Board Chair effective January 27, 2022 for a three-year term ending January 2025. This was seconded by Dr. Malbran, and the motion passed unanimously.

Ms. Loftus asked for the following motion:

Motion: Mr. Assemany moved to appoint Mr. Storm Doddy to serve as Board Vice Chair effective January 27, 2022 for a three-year term ending January 2025. This was seconded by Mr. Rodgers and the motion passed unanimously.

Mr. Doddy asked for the following motions:

Motion: Mr. Rodgers moved to continue Mr. Eric Austin's appointment to serve as the Board Treasurer effective January 27, 2022 for a two-year term ending January 2024. This was seconded by Ms. Long and the motion passed unanimously.

Board Member Term

Mr. Doddy asked for the following Motion:

Motion: Mr. Rodgers moved to appoint Ms. Barb Loftus to serve as a Board Community Member effective January 27, 2022 for a one-year term ending January 2023. This was seconded by Ms. Long and the motion passed unanimously.

Board Committee Appointments

Mr. Doddy asked for the following Board Committee appointments:

Motion: Mr. Rodgers moved to appoint Ms. Barb Loftus to serve as the Board Marketing Committee Chair effective January 27, 2022. This was seconded by Dr. Malbran, and the motion passed unanimously.

Motion: Ms. Loftus moved to appoint Dr. Rosanna Malbran to serve as the Board Affordable Housing Board Vice Chair effective January 27, 2022. This was seconded by Mr. Rodgers and the motion passed unanimously.

Board Committee Removal

Ms. Loftus asked for the following motion:

Motion: Ms. Long moved to approve removing Mr. Storm Doddy from serving on the Board Affordable Housing Committee effective January 27, 2022. This was seconded by Dr. Malbran, and the motion passed unanimously.

Ms. Loftus asked to add the following motion to the agenda:

Motion: Mr. Rodgers moved to approve removing Mr. Storm Doddy from serving on the Board Recruitment Committee effective January 27, 2022. This was seconded by Mr. Assemany and the motion passed unanimously.

2022 Annual Board Fundraising Goal

Members reviewed the 2021 Annual Board donations sheet and asked for clarification.

Discussions ensued regarding the return on investment for the Gulf event. Mr. Scarpelli and Mr. Assemany agreed the amount was approximately \$5,000.

ACTION ITEM: Mr. Johnson will work with Mr. Carlson to provide the board with the total revenues collected from the Gulf event along with the combined total board member donations.

Members then discussed the 2022 Board Fundraising goal and agreed to set the amount at \$50,000.

Motion: Mr. Doddy moved to approve to set the Board Annual Fundraising Goal to \$50,000. This was seconded by Dr. Malbran, and the motion passed unanimously.

Ms. Loftus reminded board members to submit their individual pledge forms to Ms. DeGennaro by February 11, 2022. She reiterated that the donations are based on a calendar year and are due by December 31, 2022.

ACTION ITEM: Members agreed to a donation process change: The Pledge Forms will be submitted to Ms. DeGennaro, and she will work with Public Relations to coordinate the quarterly statements.

Ms. Loftus noted that the Board Self-Evaluation was discussed during the Board Retreat, and she is looking for a motion to acknowledge that members reviewed and approve of the survey results.

Motion: Mr. Rodgers moved to approve the Board-Self Evaluation as presented. This was seconded by Mr. Assemany, and the motion passed unanimously.

Action Items

December 9, 2021 Action Items were reviewed and satisfied.

Mr. Assemany disclosed the importance for committee members and Foundation Board Members to follow-up with individuals to execute recommendations.

Ms. Loftus then referenced the BFP Board Affordable Housing Committee January 5, 2022 Action Item and spoke about the flow of information and delegation of duties between BFP Board Committees and the BFP Board of Directors to ensure cross pollination within the Family of Agencies.

Ms. Loftus spoke about the funding difference between the housing vouchers and landlord rental rates. There are 19 units that would be available if the difference between the housing vouchers and rental rates were subsidized. The 2022 annualized amount to cover the gap is between \$25K-\$30K.

ACTION ITEM: The BFP Board would like to add the gap funding of \$25K-\$30K housing subsidy as an annual BFP Foundation fundraising goal. The prerequisite for the campaigns would be matching of funds.

Mr. Assemany, the BFP Foundation Board Chair agreed to earmark proceeds to cover the need.

Discussions ensued regarding the allocation of funds through finance. Mr. Johnson clarified the Tax Exemption Application is still pending, however Mr. Austin reported that funds may be allocated to the Foundation pending approval of the 501 (c) 3 and that if the application is denied; the agency would pay the taxes and if approved the proceeds would fall under the tax exemption status.

ACTION ITEM: Dr. Malbran will forward the Foundation process mapping assessment chart to the full board for review.

Governance Policy Review

GOV009 Board Member Role, GOV010 Board Self-Assessment, GOV207 Budget, GOV208 Accounting Practices were posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period.

Ms. Loftus noted there were no materials changes to the GOV009 Board Member Role, GOV010 Board Self-Assessment, GOV208 Accounting Practices. She then reviewed the Board Executive Committee's recommended changes to GOV207 Budget and asked if there were no further discussions, she would like a motion to approve.

Motion: Mr. Doddy moved to approve GOV009 Board Member Role, GOV010 Board Self-Assessment, GOV207 Budget, GOV208 Accounting Practices with the Board Executive Committee recommended changes as presented. This was seconded by Dr. Malbran, and the motion passed unanimously.

Recurring Business

CONSENT AGENDA

The BFP, C.A.R.E.S., and DCF Contract Measures Board Reports were posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period.

Motion: Mr. Rodgers moved to approve the BFP, C.A.R.E.S., and DCF Contract Measures Board Reports as presented under the consent agenda. This was seconded by Mr. Rodgers and the motion passed unanimously.

Events Calendar

Members reviewed the Community Events calendar and discussions ensued regarding the details for the Over the Edge Repelling Event scheduled in March.

Ms. Loftus reported she has been asking for a Community Events Calendar for months to include legislative sessions, delegate meetings, all community driven meetings, along with our internal FOA meetings so that board members may support our legislative requests, fundraising activities, Adoptions, Foster Parent Activities. Mr. Assemany noted he has requested the same level of detail at the Board Foundation Meeting so that events can be planned around these activities.

ACTION ITEM: A Comprehensive Community Events Calendar will be developed and presented at the next BFP Board Meeting.

Board Committee Reports

Board Executive Committee: Ms. Loftus, Committee Chair reported the committee met to review the Governance Policies presented earlier and review the CEO Employment Agreement. The CEO Employment agreement has been returned to the attorney for inclusion of the Ethics Policy language.

Board Affordable Housing Committee: Ms. Loftus, Committee Chair shared the committee reviewed the funding differences between the HUD vouchers and the market rental rates. The committee is looking to fund for startup costs through cost reimbursement. The challenge is the shortage in available housing.

Board members discussed generating donations that would support repurposing office space into housing units and BFP would be the landlord. Availability of housing is critical and there is a need to understand the constraints pertaining to property codes.

Motion: Ms. Long moved to approve the BFP Foundation will implement an annual fundraising goal to obtain and manage the \$25K-\$30K needed to subsidize housing costs and the prerequisite for the campaigns will be matching of funds. This was seconded by Mr. Doddy and the motion passed unanimously.

Finance Committee

The BFP Family of Agencies Q'2 2022 Financials and Supplemental Narrative were posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Johnson noted the following:

- As reported previously, BFP is facing a challenging year specific to expenses in Out of Home Care. BFP has elected to participate in the State Fiscal Year 2021-2022 Risk Pool Funding application process to request additional funding to help offset a projected potential deficit. We have not received word yet regarding our application status.

Ms. Loftus asked Ms. Walker how worried is DCF regarding the budget Deficiencies? Ms. Walker clarified that BFP has met all the requirements for the Risk Pool. On January 14, she sent a follow-up to DCF CFO for a status update. Mr. Scarpelli asked for Ms. Walker follow up on the status. Mr. Johnson added statewide, Florida is in a financial crisis.

Board Risk Committee Mr. Doddy, Committee Chair shared the next committee meeting is scheduled for February 3, 2022.

Board Marketing Committee: Mr. Assemany, Vice Chair was pleased to announce the websites have a new look and feel with easy access to links to the Family of Agencies websites. RPS just went through a management change; it will take time for the new manager to be brought up to speed with our communication needs.

CEO Agreement

Ms. Loftus reiterated the CEO employment agreement had been reviewed and needs to include adherence to the Ethics Policy. The agreement will be redistributed for board members to review and make comments.

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

Respectfully Submitted,

Laurie-Anna DeGennaro
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on February 24, 2022.