

Brevard C.A.R.E.S. BOARD OF DIRECTORS Meeting  
August 11, 2021  
BOARD MEETING MINUTES

**Board Members in Attendance:** Mr. Dan Rodgers, Board Chair; Ms. Christa Bailey, Board Co-Chair; Ms. Paula Ferrell, Board Treasurer; Ms. Tracy Newman, Board Member; Ms. Brittany Bartusek, Board Member;

**Others in Attendance:** Mr. Phil Scarpelli, FOA CEO, Ms. Kathryn Parker, Brevard C.A.R.E.S. Executive Director; Ms. Rebecca Melick, Brevard C.A.R.E.S. Director of Operations; Ms. Osha Fordom, Board Liaison;

Mr. Rodgers welcomed everyone to the meeting and asked everyone to state their name for the record.

Mr. Rodgers reminded members that if they had a real or perceived conflict of interest to please complete the Conflict of Interest form (available at meeting). None was reported.

**Consent Action Items**

Mr. Rodgers asked the Board to make a motion to approve the agenda.

**Motion:** Ms. Newman moved to approve the agenda. This was seconded by Ms. Ferrell and the motion was passed unanimously.

Mr. Rodgers asked the Board to make a motion to approve the minutes from the May Board meeting.

**Motion:** Ms. Bailey moved to approve the meeting minutes from the June Board Meeting. This was seconded by Ms. Newman and the motion was passed unanimously.

**Informational Items**

Mr. Scarpelli presented a Family of Agencies update. Mr. Scarpelli reported that the Administrative Office has officially moved to the new location in Rockledge. They are still awaiting furniture to arrive in late September, but many departments are working out of this office on temporary workstation and the office ours have resumed back to 8am-5pm.

Mr. Scarpelli informed the Board that Don Johnson, FOA CFO will not be attending the meeting and he will reporting CARES June Financials on his behalf. Mr. Scarpelli reported that CARES Financials are in good standings and there are no concerns to be reported.

Ms. Parker presented the Executive Director's report. Ms. Parker reported as follows:

- Brevard CARES is working with the Department of Children and Families to provide prevention support to the Substance Exposed Newborn cases. Space Coast Health Partners created a new team that provides specific support to these mothers by providing a peer mentor, a housing and employment specialist and a care coordinator. Brevard CARES submitted for an additional \$400,000 to help support this team as well as increase support provided to CARES, Family Allies, and the Child

Protective Investigators. This was awarded which brings the total funding for housing to \$440,000.

- Brevard CARES has completed the submission of the Council on Accreditation self-study. The Council on Accreditation provided notice that they will do the site-visit in person on October 4. Some Board Members might be scheduled for interviews.
- Brevard CARES received a \$20,000 grant from HUD for housing.
- Ms. Parker and Mr. Scarpelli met with former Board Member Ms. Valeta Cameron to discuss how they could collaborate to assist young adults that aged out of Foster Care and are struggling financially.
- Brevard Family Partnership has applied for additional funding from the Managing Entity to increase direct collaboration with the department of Children and Families when assessing for risk at the onset of an investigation. The design of this program would be to jointly respond with DCF and provide an additional layer of support in engagement with the goal of reducing the need for immediate removal when appropriate. The ask is for an additional \$352,000 which would be for Brevard CARES to provide the service delivery.

Ms. Parker presented the Monthly Data Report for May and June 2021.

Ms. Parker reviewed the results of the Board Self Assessment. One area of concern was how the Board Members could be more involved with fundraising and advocating for CARES in the community. Mr. Scarpelli will coordinate with the FOA PR Company Rock Paper Simple to have a representative attend the next Board meeting to offer guidance. Another area of concern was providing more information to the Board regarding CARES mission, programs and services. Moving forward, Ms. Parker will have a manager from one of CARES programs attend each Board meeting to provide updates on their program.

**Action Items:**

Ms. Fordom will email yearly forms for Board members to sign.

**Member/Public Comment:**

Ms. Fordom informed the Board that September Board Meeting will be changed to September 1<sup>st</sup> due to the Executive Director attending the Child Protective Summit on the originally scheduled Board meeting date.

**Motion:** Ms. Bailey moved to adjourn the meeting. This was seconded by Ms. Ferrell and the motion was passed unanimously.

Respectfully Submitted,  
Osha Fordom  
Board Liaison

Approved by Board of Directors at the September 1<sup>st</sup> 2021 Meeting