

Brevard C.A.R.E.S. BOARD OF DIRECTORS Meeting  
June 9, 2021  
BOARD MEETING MINUTES

**Board Members in Attendance:** Mr. Dan Rodgers, Board Chair; Ms. Paula Ferrell, Board Member; Ms. Christa Bailey, Board Member; Board Member; Ms. Tracy Newman, Board Member; Ms. Lori Huertas, 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; Mr. Don Johnson, Family of Agencies CFO; Ms. Brittany Bartusek, Potential Board Member

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. Ferrell moved to approve and amend the agenda. This was seconded by Ms. Bailey 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. Newman moved to approve the meeting minutes from the May Board Meeting with the correction of the meeting date. This was seconded by Ms. Bailey and the motion was passed unanimously.

**Informational Items**

Mr. Scarpelli presented a Family of Agencies update.

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

- Ms. Parker is working with system stakeholders regarding the continued increase in the number of children coming into foster care. One of the initiatives is adding some specific staff who are training with the Department of Children and Families to work with cases that come in where the maltreatment is around Substance Exposed newborns. Brevard CARES will participate on a team to review all present dangers cases that come into the Department of Children within 48 hours. The team will be comprised of decision makers in the community who will help the department make an effective safety plan. The goal of this team will be to get the needed support to the family as soon as possible.
- NCFIE will be submitting the application for the evaluation of the CARES model. If the funding is approved, the CARES model will be evaluated in the hopes that the model can be moved to well supported on the Federal clearing house. NCIFE will work with Brevard CARES clients to complete the study.

Ms. Parker presented the Monthly Data Report for April 2021.

Mr. Johnson presented financial statements for May 2021.

**Action Items:**

Ms. Parker presented the Board with Brevard CARES completed Strategic Plan. The Board discussed the strategic plan and agreed that no changes needed to be made.

Ms. Parker presented the Board with the new Board Calendar for FY 2022.

Mr. Rodgers reminded the Board that in preparation for their COA Reaccreditation all governance policies will need to be reviewed and updated if needed.

Governance policies GOV BC 1022 Accounting Practices, GOV BC 1023 Budget, GOV BC 1042 Bank Account and DRAFT GOV BC 1025 Succession Plan was emailed out to the Board for review prior to the board meeting. Mr. Rodgers asked the Board if any changes needed to be made to the policies and no suggestions for changes were given.

Mr. Rodgers introduced and welcomed Board Candidate Ms. Brittany Bartusek.

Ms. Bartusek greeted the Board and gave a brief bio.

Ms. Bartusek left the meeting.

The Board discussed Ms. Bartusek candidacy. After much discussion the Board agreed to forward Ms. Bartusek information to Brevard Family Partnership Board of Directors for final approval.

**Member/Public Comment:**

There was none.

Meeting ended at 5:32 pm.

Respectfully Submitted,  
Osha Fordom  
Board Liaison

Approved by the Board of Directors on August 11, 2021