

Brevard C.A.R.E.S. Annual BOARD OF DIRECTORS Meeting
May 5, 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. Program Director; Mr. Don Johnson, Family of Agencies CFO; Ms. Osha Fordom, Board Liaison; Ms. Cyndi Hernandez, FOA HR Director; Ms. Valerie Holmes, FOA VP of Operations; Ms. Christine Williams-Kelly, Brevard C.A.R.E.S. MRT Manager; Ms. Syrian McConnico, Brevard C.A.R.E.S. Clinical Services Senior Manager; Ms. Heather Gibb, Brevard C.A.R.E.S. Safety Services Senior Manager; Ms. Kelly Swartz, FOA Attorney

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 April Board meeting.

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

Informational Items

Mr. Scarpelli presented a Family of Agencies update. Mr. Scarpelli reported as follows:

- A return to work date for staff has not been determined. He is still monitoring COVID-19 data.
- BFP Administrative Office is preparing to relocate to its new location in Rockledge and is expected to start moving in July.

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

- The Brevard C.A.R.E.S. website is now live. Once all the policy and procedures are updated they will be added to the website.
- The Mobile Response Team is now fully staffed. They are working with Brevard County Schools to contact them before calling the police when a student is acting out.

- 45% of CARES employees have received the COVID-19 vaccination.
- The goal is to have all Family Support Services (previously called Prevention) cases entered in Fidelity Database by July 1.

Ms. Parker presented the Monthly Data Report for March and Quarterly Data Report for the 3rd quarter (Jan-Feb-March).

Mr. Johnson presented Community Based Care of Brevard, Inc. D/B/A Brevard Family Partnership and Affiliate Consolidated Financial Statements for year ending June 30, 2020 for Brevard C.A.R.E.S. The audit was completed by Moss, Krusick & Associates, LLC. Ms. Johnson reported that the consolidated financial statements were presented fairly in all material respects.

Slate of Officers:

Ms. Parker read the proposed slate of officers and asked for a motion for approval.

Board Chair: Mr. Dan Rodgers for an unlimited term. Mr. Rodgers has agreed to continue to serve in this capacity.

Board Vice Chair: Ms. Christa Bailey for a one-year term. Ms. Bailey has agreed to continue to serve in this capacity.

Board Treasurer: Ms. Paula Ferrell for a one-year term. Ms. Ferrell has agreed to accept this role for a one year term.

Motion: Ms. Bailey moved to approve Mr. Dan Rodgers to continue to serve as the Board Chair. This was seconded by Ms. Ferrell and the motion was passed unanimously.

Motion: Mr. Rodgers moved to approve Ms. Christa Bailey to continue to serve as the Board Co-Chair. This was seconded by Ms. Newman and the motion was passed unanimously.

Motion: Ms. Bailey moved to approve Ms. Paula Ferrell to serve as the Board Treasurer. This was seconded by Mr. Rodgers and the motion was passed unanimously.

Member/Public Comment:

There was none.

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

Respectfully Submitted,
Osha Fordom
Board Liaison

Approved by Board of Directors on June 9, 2021