



## **ADVISORY BOARD MEETING**

January 10, 2024

### **BOARD MEETING MINUTES**

#### **Board Members in Attendance:**

- Mr. Dan Rodgers, Board Chair
- Ms. Christa Bailey, Board Co-Chair
- Ms. Paula Ferrell, Board Treasurer
- Ms. Brittany Bartusek, Board Member
- Ms. Tracy Newman, Board Member

#### **Board Members not in Attendance:**

- Ms. Samantha Johnson, Board Member

#### **Others in Attendance:**

- Mr. Phil Scarpelli, FOA President and CEO
- Ms. Rebecca Melick, Brevard C.A.R.E.S. Executive Director
- Mr. Don Johnson, Family of Agencies CFO
- Mrs. Taheerah Jones, Board Liaison

Dan Rodgers calls the meeting to order at 4:35 pm.

Mr. Rodgers reminded members that if they had a real or perceived conflict of interest to please complete the Conflict-of-Interest form. None reported.

#### **Consent Action Items**

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

**Motion:** Ms. Newman moved to approve the agenda. This agenda is approved by consensus.

Ms. Rodgers asked the Board to make a motion to approve the minutes from the November Advisory Board meeting.

**Motion:** Ms. Bailey moved to approve the meeting minutes from the November Advisory Board Meeting. The motion to approve the meeting minutes were approved by consensus.

#### **Informational Items**

Mr. Scarpelli begins by noting that the ITN for procuring a lead agency contract is scheduled for submission by January 24th, with finalization set for the 22nd. He mentions the allocation of 11 contracts for the central region, including Circuit 18, which encompasses Seminole County and Brevard County.

Mr. Scarpelli reveals that Embrace Families is set to lose its contract, primarily due to suspected mismanagement of funds. Their contract, expiring at the end of June, will undergo a bidding process, with a decision expected by mid-April.

Mr. Scarpelli mentions he is proud that we have leaders that are trustworthy, competent, and willing to take on this next venture together and will keep everyone posted regarding the award notice.

Mr. Scarpelli believes that if we look at the four county systems, create one, predicate it on what are the best practices done and spread them far and wide the best practice model would be Brevard CARES.

Mr. Rodgers introduces Ms. Melick to present the Executive Director Report.

Ms. Melick shares the MRT Team continues to be highlighted in the news and various segments. When the data is collected it shows their numbers are steadily increasing monthly, and so there are discussions about a possible expansion for that team. They currently have 2 full-time therapists, but the program manager is having to get involved daily. Coverage is only available from 8am to 8pm. They are hoping to hire 2 additional therapists which would allow them to have coverage 24 hours a day 5 days a week.

Ms. Melick mentions MRT also had their own toy drive and they partnered with the MPD police department to help get the toys to the families that they serve.

Ms. Melick stated that in December we hosted a holiday luncheon with Family Allies where we played games and had some food catered. It was a fun time had by all.

Ms. Melick announces that the Medicaid application has been successfully approved. Currently, the focus is on joining various insurance panels and devising a strategy for integrating this new aspect into our agency. With this approval, we will be equipped to offer targeted case management and wraparound support services.

Mr. Scarpelli asks if anyone knows of a doctor willing to work with us to please let him know.

Ms. Melick states that Parents with Love and Limits has been on hold for several months, but we have a new therapist currently in training and will be ready to start the new cohort very soon.

Ms. Melick reports that the Holiday Gift Drive was a resounding success, leaving our team amazed by the generous outpouring of donated gifts. We extend our heartfelt appreciation to everyone who volunteered their time for this cause.

Ms. Melick announces an upcoming Community Baby Shower scheduled for February. Those interested are invited to visit our table, where we'll engage in discussions about safe sleep practices with mothers and provide Pack-n-Plays via mail.

Mr. Rodgers introduces Don Johnson to present the financial report.

Mr. Johnson states the December financials will be run on Monday. The audit wasn't completed by December 31<sup>st</sup>. All CBC's were granted an extension until the end of March because DCF took some time to get our final year reconciliation report completed.

Mr. Johnson stated that up until November, Brevard CARES surpassed expenditures by 2%. However, as the organization operates on an expenditure reimbursement-based contract, fluctuations

are expected each month. Nevertheless, by year-end, all expenditures align with the contract terms with BFP and, furthermore, meet the funding criteria provided by DCF.

Mr. Johnson reports there are no red flags of concern for Brevard CARES and they will have a good audit. It should be available by early March if not sooner.

Mr. Rodgers asks if anyone wants to comment and then adjourns the meeting at 5:20 pm.

The next meeting will be held on February 14, 2024, in person at the CCC office.

**Member/Public Comment:**

There was none.

The meeting adjourned at 5:20pm.

Respectfully Submitted,  
Taheerah Jones  
Board Liaison