



ADVISORY BOARD MEETING

April 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

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 4:33 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 February Advisory Board meeting.

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

Informational Items

Mr. Scarpelli has communicated that he is currently in Maitland and will be dividing his time between Brevard and Orange County. Currently, he is amid transitioning contracts as we head into the new fiscal year. Additionally, we have been informed by the corporate attorney that we have officially obtained the DBA "Family Partnerships of Central Florida," which encompasses all four counties which are circuits 9 (Seminole & Brevard) and 18 (Orange and Osceola).

Mr. Scarpelli also noted ongoing discussions regarding staffing patterns, program efficiencies, and facility assessments across the tri-county area to determine the long-term requirements. Brevard
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County will serve as the primary hub, with operations continuing as usual as we integrate into a larger Central Florida team.

Mr. Scarpelli expressed satisfaction with the smooth transition process, highlighting commendations received for the collaborative efforts of our teams.

Mr. Scarpelli emphasized our proactive stance in supporting an organization facing challenges, stressing the importance of advancing child welfare initiatives with legislative support to overcome obstacles effectively.

Mr. Scarpelli emphasized the necessity of identifying stakeholders interested in contributing to a growing Governance Board overseeing four counties. Representation from all counties is vital, and referrals for potential Board Members are welcomed.

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

Ms. Melick shares that a few of our staff members, including her are on the Transition Team and have been working with the staff from Embrace and learning from them as well as building relationships.

Ms. Melick shared she has implemented a CARES weekly email to keep communication open with the staff. Every Friday this email goes out to the team and includes announcements, resources, Cheers for Peers and any additional information that needs to be shared to the team. We have also seen an increase in Cheers for Peers since this started.

Ms. Melick mentions over the last few years we have been a provider of Narcan. However, over the last month we have distributed more than we ever have with 39 being issued. We are hopeful of continuing to encourage our staff to take to provide to more people within our community.

Ms. Melick states that earlier this year BFP conducted their quarterly file review. Our Prevention, Safety Management and NJIHS teams did very well and received almost 100% across the board with only one area under. We are proud of their hard work.

Ms. Melick also shared some positive feedback regarding the ongoing efforts of our MRT teams in fostering relationships with our community partners and promoting the utilization of our services.

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

Mr. Johnson provided an update on the financial status of Brevard CARES noting that the latest financial statements cover the period up to February. He highlighted the significant growth of Brevard CARES, with revenues and expenditures now reaching the 4-million-dollar range, representing a roughly 2.1% increase over expenditures. Mr. Johnson reassured the group that despite this increase, CARES remains financially stable, with revenues and expenses expected to balance out over time. He emphasized that there are currently no deficits in terms of expenses versus revenue.

Mr. Johnson stated February marks the final month for Brevard CARES financial reporting in its current format, as CARES and Family Allies are being reintegrated into BFP's corporate structure. Starting from March, CARES and Family Allies will be paid as BFP employees, resulting in the consolidation of budgets.

Mr. Johnson mentioned that we are in the process of onboarding over 170 employees through Embrace, which will entail significant changes to our budget structure. Additionally, we will soon be transitioning to new financial software.

Mr. Johnson also noted that the audit has been successfully completed. Copies of the consolidated financials are available upon request. Starting from July 1, 2024, we will operate as a single entity under the new contract.

Mr. Rodgers asks if anyone wants to comment and then adjourns the meeting at 5:08 pm.

The next meeting will be held on May 8, 2024, via Zoom.

Member/Public Comment:

There was none.

The meeting adjourned at 5:08pm.

Respectfully Submitted,
Taheerah Jones
Board Liaison