



ADVISORY BOARD MEETING

June 12, 2024

BOARD MEETING MINUTES

Board Members in Attendance:

- Mr. Dan Rodgers, Board Chair
- Ms. Paula Ferrell, Board Treasurer
- Ms. Brittany Bartusek, Board Member

Board Members not in Attendance:

- Mrs. Christa Bailey, Board Co-Chair
- Ms. Tracy Newman, Board Member

Others in Attendance:

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

Others not in Attendance:

- Mr. Phil Scarpelli, FOA President and CEO

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. Ferrell moved to approve the agenda. This agenda is approved by consensus.

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

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

Informational Items

Ms. Melick reported that several staff members have obtained their Child Welfare Certifications and Child Welfare Supervisor Certifications through the Florida Certification Board. Additionally, she attended the graduation ceremony of the Pre-Service class, where two CARES employees have successfully graduated and are now assuming case responsibilities.

Ms. Melick also shared that we have onboarded our final MRT Therapist. By the end of next week, he will complete his training and resume his normal shift, which is from 12 a.m. to 8 a.m. As a result, MRT will now provide 24-hour coverage Monday through Friday for the Melbourne Police Department Team.

Ms. Melick mentioned that Central Florida Cares, which provides funding for MRT, has assured us of secured funding for several years. Currently, the team is funded by a three-year grant that concludes next fiscal year. However, they have reassured us that another grant is lined up, along with additional funding. We are thrilled to hear this, as the team has been extremely successful. We are also in discussions about expanding to other police departments. Central Florida Cares Health System is actively working on this, and we will provide updates as we progress with these expansions.

Ms. Melick provided the board with an update on the ongoing transition. We have been collaborating closely with the other counties. The most significant change for CARES is that, starting July 1st, we will be expanding our operations to Seminole County, specifically focusing on their diversion team. This expansion will include one manager and three staff members who will be joining us under Circuit 18. Additionally, we are creating new positions under this manager to introduce our initiatives to Seminole County. Some of these positions are already posted on our website, and we have commenced the interview process. Lastly, we are extending our Parenting with Love and Limits program to Orange and Seminole Counties. These positions are also listed on our website, and interviews have begun. We are all enthusiastic about these changes and the growth opportunities they present.

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

Mr. Johnson explained that there is currently no financial reporting for CARES. However, he provided an update on the transition, noting that we now have a fully staffed finance team. We have recently onboarded a Controller and a Senior Director of Finance, who together bring 28 years of experience managing the financial department of Embrace. As a result of our growth, there will be significant role changes within the existing finance department at BFP, which are beginning to take effect. The new staff members have only just gained access to the financial software as of today.

Mr. Johnson also mentioned that within the next month or two, we expect to achieve stability, as there is no significant learning curve anticipated. Typically, adapting to the financial environment, particularly with state government and child welfare, involves a steep learning curve. However, the new team is working exceptionally well together, as if they have been colleagues for years, and is currently focused on planning for the year-end close.

Mr. Rodgers asks if anyone wants to comment and then adjourns the meeting at 4:55 pm.

The next meeting will be held in person on August 14th.

Member/Public Comment:

There was none.
The meeting adjourned at 4:55pm.

Respectfully Submitted,

Taheerah Jones
Board Liaison