

Brevard C.A.R.E.S. BOARD OF DIRECTORS

August 3, 2016
BOARD MEETING
MINUTES

Board Members in Attendance: Ms. Crystal Turman, Board Treasurer; Ms. Maggie Dickinson, Board Member; Mr. Dan Rodgers, Board Member;

Board Members Absent: Dr. Greg Howes, Board Chair; Ms. Valeta Cameron, Board Member;

Others in Attendance: Dr. Patricia Nellius, Chief Executive Officer; Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant; Ms. Jessica Miles, Brevard C.A.R.E.S. Prevention Program Manager; Ms. Bridget Leboeuf, Brevard C.A.R.E.S. Child & Family Services Specialist; Cyndi Hernandez, Brevard Family Partnership, Human Resources Manager;

Ms. Turman welcomed everyone to the meeting and asked everyone to state their names for the record.

Ms. Turman reminded members that if they had a conflict of interest to please complete the Conflict of Interest form (available at meeting). None were reported.

Presentations:

Ms. Powell announced Ms. Bridget Leboeuf as Employee of the Year for FY 2015/2016 and presented her with a plaque.

Ms. Leboeuf and Ms. Miles left the meeting.

Ms. Hernandez presented Brevard C.A.R.E.S. Human Resources Staff Retention and Satisfaction Survey results for Calendar Year 2015.

Ms. Hernandez left the meeting.

Consent Action Items:

Motion: Ms. Dickinson moved to approve the agenda. This was seconded by Mr. Rodgers and the motion was passed unanimously.

Motion: Ms. Dickinson moved to approve the June 1, 2016 and July 13, 2016 Board Meeting Minutes. This was seconded by Mr. Rodgers and the motion passed unanimously.

Action Items:

Ms. Powell reminded the Board that CARES current Strategic Plan expires at the end of 2016 and at the Board meeting in February the Board agreed that starting in March they will review a strategic goal each month to see if the goal is still relevant or new targets need to be established. This month the Board reviewed and discussed Strategic Plan Goal B1: All Families have access to services.

Informational Items:

Ms. Powell presented the Executive Director's report. Ms. Powell reported that Brevard C.A.R.E.S. submitted a proposal for \$60,000 to the Brevard Homeless Coalition for the 2016-17 Temporary Assistance for Needed Families (TANF) Grant for Homelessness Prevention services. Brevard C.A.R.E.S. also submitted an additional proposal to Brevard Homeless Coalition for the 2016-17 Emergency Solution Grant for Rapid Rehousing and Homelessness Prevention services.

Ms. Powell informed the Board that effective June 1, 2016 Brevard C.A.R.E.S. implemented the new acceptance criteria for Brevard C.A.R.E.S. signature wraparound model. Under the new criteria only Level III (high/very high risk) referrals will be accepted for wraparound.

Ms. Powell was pleased to announce that Brevard C.A.R.E.S. was awarded a grant from Heaven's Rays Fund of the Community Foundation for Brevard to purchase 75 age-appropriate car seats for low-income families who children ages 0-5 and are participating in Brevard C.A.R.E.S. Case Management or Family Support programs.

Ms. Powell presented the monthly Board data for May and June 2016.

Ms. Powell informed the Board that Ms. Jessica Simmons, BFP Chief Finance Director was unable to attend the Board meeting. Ms. Powell asked the Board to review C.A.R.E.S. financial statements for May 2016 and stated if anyone had any questions she could forward them to Ms. Simmons. No questions were asked.

The Board reviewed Ms. Elaine Livolsi's board member application and discussed her candidacy as Brevard C.A.R.E.S. Board Member.

Motion: Ms. Dickinson moved to invite Ms. Elaine Livolsi to join Brevard C.A.R.E.S. Board of Directors as a Board Member once she's been approved by Brevard Family Partnership Board of Directors. This was seconded by Mr. Rodgers and the motion was passed unanimously.

Member/Public Comment:

Motion: Ms. Dickinson moved to adjourn. This was seconded by Mr. Rodgers and the motion passed unanimously.

Respectfully Submitted,
Osha V. Goodwin
Executive Assistant