

Brevard C.A.R.E.S. BOARD OF DIRECTORS
FEBRUARY 1, 2017
BOARD MEETING
MINUTES

Board Members in Attendance: Dr. Greg Howes, Board Chair; Ms. Crystal Turman, Board Treasurer; Ms. Maggie Dickinson, Board Member; Ms. Valeta Cameron, Board Member; Ms. Elaine Livolsi, Board Member; Mr. Dan Rodgers, Board Member;

Others in Attendance: Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant; Ms. Heather Howlett, CARES Community Services Manager; Ms. Amanda Housewright, Family Advocate

Dr. Howes welcomed everyone to the meeting and asked everyone to state their name for the record.

Dr. Howes 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 informed the Board that the Challenge Grant ended December 31st. Thru the Challenge Grant Brevard C.A.R.E.S. was able to house 12 chronically homeless families. Ms. Powell was pleased to announce that Brevard C.A.R.E.S. Emergency Solution Grant contract became effective December 1st. The final award amount was \$40,773.

The board reviewed and discussed the Carver Governance Overview & History.

Consent Action Items:

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

Motion: Ms. Dickinson moved to approve the January 4, 2017 Board Meeting Minutes. This was seconded by Ms. Livolsi and the motion passed unanimously.

Informational Items:

Ms. Powell presented the Executive Director's report. Ms. Powell shared with the Board that she attended the Florida Coalition for Children Rally in Tally the week of January 9th. During the visit she met with Representative Altman, Representative Rene "Coach P" Plasencia, Representative Randy Fine and Senator Debbie Mayfield to bring awareness to issues facing the child welfare system. As a result of those meetings Representative Plasencia and Representative Goodson visited the C.A.R.E.S. office today to learn more about the C.A.R.E.S. program. They were able to hear from families served by C.A.R.E.S. Wraparound Program and learn about the C.A.R.E.S. Model.

Ms. Powell informed the Board that the Space Coast Health Foundation Pickett Responsive Grant reviewed C.A.R.E.S. submission for \$20,000 in funding to support the Mobile Response Team and invited C.A.R.E.S. to submit the full application. The full application was completed on January 20th. The next step is for the Space Coast Health Foundation Board to review the application and consider funding the request.

Ms. Powell was pleased to announce that C.A.R.E.S. was awarded \$2,500 from the Walmart in Titusville thru the Walmart Foundation 2016 Community Grant Program. This funding will be used to support the Cribs for Kids program.

Ms. Powell presented the monthly Board data for December 2016.

Ms. Simmons presented Brevard C.A.R.E.S. financial statements for December 2016.

Ms. Simmons asked the Board if they would agree to Brevard Family Partnership giving Brevard C.A.R.E.S. an advance payment monthly in the amount of \$75,000 to cover a portion of their expenses. Brevard Family Partnership will reconcile the advance payment monthly with the monthly final reimbursement payment. The Board agreed and Ms. Simmons will ask Brevard Family Partnership Contract Manager Ms. Amy Mosely to make an amendment to the current contract and send to Ms. Powell for approval.

Action Items:

Dr. Howes reminded the Board that Governance policies GOVBC1000 Conflict of Interest, GOVBC1011 External Communication, GOVBC1016 Board Self-Assessment, GOVBC1020 Environmental Conservation Policy and GOVBC2021 Election of Officers were uploaded to the Board portal for review in advance of the meeting and he is looking to entertain a motion to approve.

Motion: Mr. Rodgers moved to approve Governance policies GOVBC1000 Conflict of Interest, GOVBC1011 External Communication, GOVBC1016 Board Self-Assessment, GOVBC1020 Environmental Conservation Policy and GOVBC1021 Election of Officers. This was seconded by Ms. Cameron and the motion passed unanimously.

Member/Public Comment:

Ms. Powell informed the Board that due to scheduling conflicts the Annual Board Meeting will be pushed back to April or May and asked for their consent to wait until then to elect new officers. The Board agreed to wait until then to elect new officers.

Ms. Cameron shared a double fold business card to use an example for the layout for the Crib for Kids donor card.

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

Respectfully Submitted,
Osha V. Goodwin
Executive Assistant