

BREVARD C.A.R.E.S BOARD OF DIRECTORS
BOARD MEETING MINUTES
January 14, 2015

Board Members in Attendance: Christa Bailey, Board Chair; Ms. Carol Macrander, Board Member; Board Member; Ms. Crystal Turman, Board Member; Dr. Robert Cross, Board Member; Ralph Martinez, Treasurer; Dr. Barry Kronman, Board Member;

Board Members Absence: Deputy Michael Williams, Board Member; Ms. Cyndi Hernandez, Vice Chair;

Others in Attendance: Dr. Patricia Nellius, Brevard Family Partnership Chief Executive Officer; Ms. Valerie Holmes, Brevard Family Partnership Senior Executive of Programs; Ms. Kimah Burrell, Brevard C.A.R.E.S. Executive Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant; Ms. Jessica Simmons, Brevard Family Partnership Chief Finance Director; Ms. Kristin Pirozzi, Brevard C.A.R.E.S. Post Adoption Care Coordinator; Ms. Alicia Phillips, Brevard C.A.R.E.S. Non-Judicial In Home Services Supervisor;

Ms. Bailey welcomed everyone to the meeting.

Motion: Dr. Kronman moved to approve the agenda. This was seconded by Mr. Martinez and the motion was passed unanimously.

Ms. Bailey asked if any Board Member's request to disclose any Conflict of Interest with Agenda items and/or any business relationships with Board Members.

Motion: Dr. Cross moved to approve the minutes from the November 5, 2014 meeting. This was seconded by Dr. Kronman and the motion was passed unanimously.

Ms. Bailey introduced and welcomed guest speaker Ms. Kristin Pirozzi, Brevard C.A.R.E.S. Post Adoption Care Coordinator.

Ms. Pirozzi explained her position with C.A.R.E.S. and spoke about the Post Adoption Support Group meetings that are held every first Tuesday of the month at C.A.R.E.S. Resource Center.

Ms. Pirozzi left the meeting.

New Business

Ms. Bailey introduced and welcomed Ms. Alicia Phillips, Brevard C.A.R.E.S. Non-Judicial In Home Services Supervisor.

Ms. Phillips gave a brief bio and explained her history and position with Brevard C.A.R.E.S.

Ms. Phillips left the meeting.

Ms. Burrell presented Brevard C.A.R.E.S. FY 2013-2014 Annual Risk Assessment.

Ms. Burrell reminded the Board that this year's Annual Board Retreat will be combined with Brevard Family Partnership's annual retreat scheduled for Thursday January 22, 2015 at Crown Plaza Oceanfront in Melbourne. Ms. Goodwin will email more details.

Dr. Nellius informed the Board that C.A.R.E.S. building lease expires in June and the owner is looking to sell and explained a relocation possibility for C.A.R.E.S. Dr. Nellius stated that as she receives more information about this possibility she will relay it to the Board.

Consent Agenda

Ms. Burrell presented the Executive Director Report. Ms. Burrell reported in November she did a community presentation at Titusville Rotary club. She met with the University of Central Florida to discuss internship with Brevard C.A.R.E.S. and as a result of the meeting an affiliation Agreement has been completed and the school will notify her when interns are available. C.A.R.E.S had its annual staff retreat and team building at Dave and Buster's in Orlando and the Emergency Solutions Grant was executed.

Ms. Burrell reported that in December C.A.R.E.S. had its Holiday Gift Drive and Winter Wonderland Event which was both a huge success.

Ms. Burrell informed the Board that a job description has been created for Targeted Case Management and will be posted for recruitment upon approval of Human Resource.

Ms. Burrell announced that in her final 30 days of probation she will continue to analyze any gaps in the system and look at improving the quality of services as needed.

Ms. Burrell presented the Monthly Board Data for October and November 2014.

Ms. Simmons presented C.A.R.E.S. financial statements for October and November 2014.

Speak Out / Public Comment

Ms. Burrell reminded that C.A.R.E.S. Annual Board meeting will be on Wednesday February 11 at 4:30pm.

Motion: Ms. Macrander moved to adjourn the meeting. This was seconded by Dr. Cross and the motion was passed unanimously.

Respectfully Submitted,
Osha Goodwin
Brevard C.A.R.E.S. Executive Assistant