

Brevard C.A.R.E.S. BOARD OF DIRECTORS
January 6, 2016 BOARD MEETING
MINUTES

Board Members in Attendance: Ms. Cyndi Hernandez, Chair; Dr. Barry Kronman, Vice Chair; Mr. Ralph Martinez, Treasurer; Ms. Maggie Dickinson, Board Member; Ms. Valeta Cameron, Board Member

Board Members Absent: Ms. Carol Macrander, Board Member; Ms. Crystal Turman, Board Member

Others in Attendance: Dr. Patricia Nellius, CEO; Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Jessica Simmons, Brevard Family Partnership Chief Finance Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant; Jessica Miles, Brevard C.A.R.E.S. High Fidelity Wrap Prevention Services Manager; Yvette McCain, CARES High Fidelity Care Coordinator

Ms. Hernandez opened the meeting and asked everyone to state their name for the record.

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

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

Motion: Mr. Martinez moved to approve the November 4, 2015 Board Meeting Minutes. This was seconded by Dr. Kronman and the motion passed unanimously.

Presentations:

Ms. Powell introduced Jessica Miles, CARES High Fidelity Wrap Prevention Services Manager and Yvette McCain, CARES High Fidelity Care Coordinator.

Ms. Miles presented Ms. McCain with her 5 year recognition award.

Ms. Powell presented Brevard C.A.R.E.S. FY 2015-2016 Monitoring Report that was conducted during November 2015 by the Brevard Family Partnership Monitoring Team.

Action Items:

Ms. Hernandez informed the Board that the Board Self Evaluation will be discussed at the Board Annual Retreat but can be reviewed on the Board Portal in advance.

Ms. Powell announced that Deputy Michael Williams resigned from the CARES Board of Directors effective November 6, 2015.

Ms. Powell stated that Dr. Kronman asked her to add Governance Policy number GOV BC 1003 Board Recruitment to the agenda for the Board to review and decide if

revisions need to be made. Ms. Powell asked the Board is there a consensus that revisions need to be made and if so there would need to be a Board subcommittee established to take on this project. Ms. Hernandez added that if the policy is changed it would also have to be approved by Brevard Family Partnership's Board of Directors. Dr. Nellius then added that C.A.R.E.S. policies and procedures mirror BFP policies and they all are aligned with COA Accreditation requirements. After much discussion the below motion was made.

Motion: Dr. Kronman moved to table agenda action items review of Governance Policy and Board Recruitment policy until the annual board meeting scheduled for Wednesday February 04, 2016. This was seconded by Ms. Cameron and the motion was passed unanimously.

Informational Items:

Ms. Powell presented the Executive Director's report. Ms. Powell reported that the annual Council on Accreditation Maintenance of Accreditation Report was due in November. Ms. Powell explained that COA requires accreditation consumers to complete an annual maintenance of Accreditation Report. The annual Maintenance of Accreditation report demonstrates an accreditation consumer's commitment to the pursuit of excellence and quality service delivery for persons served and affirms the accreditation consumer's ongoing implementation of/performance with the accreditation standards and compliance with all maintenance of accreditation requirements.

Ms. Powell announced that C.A.R.E.S. is continuing to work with DCF Child Protection Investigations, BFP and Impower to analyze shelter data. Every two weeks they are reviewing current shelters to determine if there were services that could have been placed in the home to prevent removal, identify potential cases for family drug court, and to discuss conditions for return. Next they will analyze data from the prior FY to identify gaps in service delivery, family engagement, and opportunities for enhancement.

Ms. Powell shared with the Board that herself and staff from Brevard Family Partnership attended the Rally in Tally which is dedicated to educating foster youth, families and child welfare workers on advocating their needs with Florida's lawmakers. During the event they had the opportunity to meet with legislators and share their stories and experiences.

Ms. Powell reported that C.A.R.E.S. submitted a one-time special appropriation request for 1.3 million dollars last that was approved by the Legislature and later vetoed by the Governor. This year C.A.R.E.S. will be resubmitting the request for 1.58 million dollars to Senator Altman and Representative Goodson. Ms. Powell informed the Board that she will keep them apprised of the progress of this request and may call upon them if their support is needed.

Ms. Powell was pleased to announce that C.A.R.E.S. held its annual Winter Wonderland Event for families receiving services on December 16. The event was a huge success with over 250 in attendance.

Ms. Powell presented the monthly Board data for October and November 2015.

Ms. Simmons presented Brevard C.A.R.E.S. financial statements for November 2015.

Ms. Powell informed the Board that she is in the process of identifying C.A.R.E.S. staff to become Targeted Case Management Certified. The plan is to have staff identified and registered for training by January 31.

Ms. Powell then reviewed Strategic Plan **GOAL A1: All families are strong and connected:**

OBJECTIVE A1: Provide evidence-based and culturally appropriate parent education and support services for families at risk for abuse and neglect

STRATEGIES:

- A1.1 Focus attention on development of additional natural and informal support systems
- A1.2 Explore mentoring programs for families using parent peers or past successful consumers
- A1.3 Educate professionals working with children how to access prevention services through Brevard C.A.R.E.S.
- A1.4 Expand resources to continue serving all families requesting or referred for services

TARGET A1: Serve 500 families annually

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

Respectfully Submitted,
Osha V. Goodwin
Executive Assistant