

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

June 1, 2016

BOARD MEETING

MINUTES

Board Members in Attendance: Dr. Barry Kronman, Vice Chair; Ms. Maggie Dickinson, Board Member; Ms. Valeta Cameron, Board Member;

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

Others in Attendance: Dr. Patricia Nellius, Chief Executive Officer; Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Valerie Holmes, Brevard Family Partnership Senior Executive of Programs; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant;

Dr. Kronman welcomed everyone to the meeting.

Dr. Kronman announced he's resigning from Brevard C.A.R.E.S. Board of Directors and this will be his last meeting.

Ms. Powell presented Dr. Kronman with a recognition plaque for his commitment and dedication to Brevard C.A.R.E.S.

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

Consent Action Items:

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

Motion: Ms. Cameron moved to approve the May 4, 2016 Board Meeting Minutes. This was seconded by Ms. Dickinson 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 A4: All families are cared for following adoption.

Ms. Powell informed the Board that a brief meeting will be held on July 13 at 4:30pm to review and approve CARES budget for FY 16/17.

Ms. Powell reminded the Board that her annual evaluation should be submitted to Cyndi Hernandez before June 30, 2016

Informational Items:

Ms. Powell presented the Executive Director's report. Ms. Powell reported that Brevard Homeless Coalition has designated \$55,000 in its current Challenge Grant to Brevard C.A.R.E.S. to provide case management for homeless families. The funding is designated for the 2015-16 fiscal year but it is expected that the state will approve an extension to expand the funds through the 2016 calendar year. Brevard C.A.R.E.S. also submitted a proposal to the Brevard Homeless Coalition for the 2016-17 Emergency Solution Grant for Rapid Rehousing and Homelessness Prevention Services. Ms. Powell informed the Board that Brevard C.A.R.E.S. COA Accreditation expires on November 20, 2017 and that a re-accreditation application has been submitted. Ms. Powell was pleased to announce that the application to become a Medicaid Provider for Mental Health Targeted Case Management has been completed.

Ms. Powell informed the Board that the Department of Labor issued a new regulation making more employees eligible for overtime pay effective in December 2016. Under the new regulations, salaried employees earning below \$47,476 annually would receive time-and-a-half overtime pay when they work more than 40 hours during the week. This change will impact 15 C.A.R.E.S. salaried employees. Ms. Powell also informed the Board that effective June 1 C.A.R.E.S. will only accept Level III (high/very high risk) referrals for Wraparound services. This change was required to effectively manage caseloads and meet COA supervisor to staff ratios guidelines while allowing the agency to operate within budgetary limits.

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

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

The Board reviewed Dr. Greg Howes resume and discussed his candidacy as Brevard C.A.R.E.S. Board Chair.

Motion: Ms. Cameron moved to approve Dr. Greg Howes to serve as Brevard C.A.R.E.S. Board Chair. This was seconded by Ms. Dickinson and the motion passed unanimously.

Motion: Ms. Dickinson moved to approve Ms. Turnman proposal to assume the Treasurer position. This was seconded by Mr. Martinez and the motion was passed unanimously.

Member/Public Comment:

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

Respectfully Submitted,
Osha V. Goodwin
Executive Assistant