

**BREVARD C.A.R.E.S BOARD OF DIRECTORS
BOARD MEETING MINUTES
September 2, 2015**

Board Members in Attendance: Ms. Christa Bailey, Board Chair; Ms. Cyndi Hernandez, Vice Chair; Ms. Carol Macrander, Board Member; Ms. Crystal Turnman, Board Member; Ms. Valeta Cameron, Board Member; Ms. Maggie Dickinson, Board Member;

Board Members Absent: Dr. Barry Kronman, Board Member; Deputy Michael Williams, Board Member; Mr. Ralph Martinez, Treasurer;

Others in Attendance: Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Valerie Holmes, Brevard Family Partnership Senior Executive of Programs; Ms. Jessica Simmons, Brevard Family Partnership Chief Finance Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant, Alicia Phillips, Brevard C.A.R.E.S. Non-Judicial In Home Services Supervisor; Katherine Parker, Brevard C.A.R.E.S. Mobile Response Team Coordinator

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

Ms. Bailey requested all to state their names for the record.

Ms. Macrander joined the meeting.

Motion: Ms. Macrander moved to approve the minutes from the August 5, 2015 board meeting. This was seconded by Ms. Turnman and the motion was passed unanimously.

Ms. Holmes presented Ms. Alicia Phillips, Brevard C.A.R.E.S. Non-Judicial In Home Services Supervisor with her 10 year recognition award.

Ms. Powell introduced guest speaker Ms. Katherine Parker.

Ms. Parker explained her position with Brevard C.A.R.E.S. and did an overview of the Mobile Response Team.

New Business

Ms. Simmons reviewed Brevard C.A.R.E.S. updated budget for Fiscal Year 2015-2016.

The Board discussed the updated budget for Fiscal Year 2015-2016.

Motion: Ms. Hernandez moved to approved Brevard C.A.R.E.S. updated budget for Fiscal Year 2015-2016. This was seconded by Ms. Dickinson and the motion was passed unanimously.

Ms. Simmons informed the Board that at the next meeting she will present C.A.R.E.S. year end report and financial statements for July and August 2015.

Consent Agenda

Ms. Powell presented the Executive Director's report. Ms. Powell reported that Brevard C.A.R.E.S. Mobile Response Team went live on July 1. The Mobile Response Team provides on-site crisis counseling services to children and families and are readily available whenever needed.

Ms. Powell informed the Board that C.A.R.E.S. was initially awarded \$78,750 for the Emergency Solutions Grant for Prevention and Rapid Rehousing but was reduced to \$76,905 due to the Office of Homelessness overestimating the total amount of the 2015 Emergency Solutions Funding.

Ms. Powell explained that she is in the process of developing an implementation plan for Targeted Case Management which will take into account AHCA Handbook requirements, electronic billing, training, expanding C.A.R.E.S. ability to bill additional Managed Medical Assistance Programs and staff identification and certification.

Ms. Powell was pleased to announce that the new contract for Head Start was approved by Brevard County School Board. The awarded amount is \$64,800 and the contract term was approved to commence on August 12, 2015 and continue until June 30, 2016.

Ms. Powell shared that as C.A.R.E.S. continues to grow in size and expand their service offerings she is exploring additional opportunities to co-locate in the Titusville area with the Children's Center and Brevard County Public Schools Head Start.

Ms. Powell presented the monthly Board data for July 2015.

Ms. Powell asked the Board that if they haven't yet to please review and sign Governance Policies Conflict of Interest, Ethics, Whistle Blower Protection and the Affidavit of Good Moral Character and give to Ms. Goodwin once completed.

Old Business

Ms. Powell discussed the objective and strategies for Strategic Plan Goal B1: All families have access to services.

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

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