

BREVARD C.A.R.E.S
BOARD OF DIRECTORS
September 12, 2012 BOARD MEETING
MINUTES

Board Members in Attendance: Dr. Patricia Nellius, Board Chair; Dr. Robert Cross (via telephone), Vice Chair; Ms. Carol Macrander, Board Member; Ms. Cyndi Hernandez, Board Member; Mr. Ralph Martinez, Board Member; Ms. Debbie Davidson Cook, Treasurer

Board Members in Absence: Mr. Barry Kronman, Board Member

Others in Attendance: Ms. Valerie Holmes, Brevard C.A.R.E.S. Executive Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Administrative Assistant; Ms. Gloria Hensler, Brevard Family Partnership, Finance Director; Ms. Rita Elkins, Brevard Family Partnership/Brevard C.A.R.E.S. Development Consultant

Dr. Nellius called the meeting to order.

Motion: Dr. Cross moved to approve the consent agenda. This was seconded by Ms. Macrander and the motion was passed unanimously.

Motion: Ms. Macrander moved to approve the minutes from the June 06, 2012 Board meeting. This was seconded by Dr. Cross and the motion was passed unanimously.

Consent Agenda

Ms. Holmes presented the Executive Director Report. Ms. Holmes reported that she submitted a grant to the National Safe Sleep Initiative in the amount of \$2500.00 to enhance the current Cribs for Kids initiative. Ms. Holmes met with Dan Rogers, Department of Juvenile Justice (DJJ) Chief Probation Officer regarding the Brevard C.A.R.E.S. funding proposal. Mr. Rogers and the Assistant Secretary of DJJ Michael McCaffrey are still pursuing the proposal but a decision is yet to be made.

Ms. Holmes informed the Board that two new positions of Post Adoption Support Care Coordinator and Diversion Care Coordinator have been added to C.A.R.E.S. service delivery system.

Ms. Holmes reported that Don Harris, Executive Director from the Norris Adolescent Center in Wisconsin completed a site visit at the Brevard C.A.R.E.S. in August. Mr. Norris is interested in systems of care for families and parenting skills development, C.A.R.E.S. is being considered as a potential model for implementation.

Ms. Holmes announced that C.A.R.E.S. has a new volunteer, Carol Roberts, a Licensed Mental Health Counselor. Ms. Roberts is interested in co facilitating Post Adoption Support groups, in leading a children's group and providing therapy to couples.

Ms. Holmes reported that she completed the initial Council on Accreditation (COA) intake call. The Self Study Document will be due on August 12, 2013 and the record review will take place on October 20, 2013 followed by two days of subsequent site visits.

Ms. Holmes presented the Monthly Board Data for July 2012.

Ms. Holmes announced that starting October she will provide Head Start data.

Dr. Nellius introduced and welcomed Ms. Rita Elkins, BFP & Brevard C.A.R.E.S. Development Consultant.

Ms. Hensler presented the financial statements for the month of July 2012.

Old Business

Ms. Hernandez gave a PR Task Force update. Ms. Hernandez reported that at the last PR Task Force meeting they reviewed the objectives and goals of the PR Task Force which she will provide for the Board to review at the next board meeting. C.A.R.E.S premiere fundraising event Kayaking for Kids has been scheduled for Saturday April 13, 2013 at Kiwanis Club in Merritt Island. The event will be free for C.A.R.E.S. families, non C.A.R.E.S families will have to pay a fee to attend. The PR Task Force is in the process of creating a cook book with recipes from staff and C.A.R.E.S. families. This will be a fundraising event for C.A.R.E.S.

Ms. Holmes announced that she met with a prospective Board member that is currently going thru the level 2 background screening. Once the level 2 background screening clears Ms. Holmes will provide the Board with their board candidate profile worksheet and resume.

Ms. Holmes asked the Board to complete the Board Self Evaluation and return it to Ms. Goodwin by October 12. Ms. Holmes informed the board that the annual board retreat has been tentatively rescheduled to February 01, 2013.

Dr. Nellius reviewed the Executive Director Performance Appraisal and the new goals for September 1, 2012 – August 30, 2013 which are:

- Goal One: Head Start Program Implementation beginning on August 15, 2012.
- Goal Two: Brevard C.A.R.E.S. will become accredited through the Council on Accreditation in the area of Intensive Care Coordination by October 2013.
- Goal Three: Brevard C.A.R.E.S. will successfully integrate Non Judicial in Home Services (i.e. Voluntary Protective Services cases) into the service delivery system in September 2012 and meet all contractually required obligations.
- Goal Four: Brevard C.A.R.E.S will add Medicaid Home and Community Based Waiver Services in the area of Education and Support into the service delivery system in June 2013.

Goal Five: Brevard C.A.R.E.S. will engage in a strategic planning process and ensure the agency's Strategic Plan is Developed and approved by the board in February 2013.

Motion: Dr. Cross moved to approve the Executive Director Goals for September 1, 2012 – August 30, 2013. This was seconded by Ms. Macrander and the motion was passed unanimously.

Speak Out/Public Comment

Ms. Holmes reminded the Board that the next Board meeting is October 03, 2012.

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

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