

Brevard C.A.R.E.S. BOARD OF DIRECTORS  
JANUARY 3, 2018  
BOARD MEETING MINUTES

**Board Members in Attendance:** Ms. Maggie Dickinson, Board Treasurer; Mr. Dan Rodgers, Board Member; Ms. Julie Hunter, Board Member

**Board Members Absent:** Dr. Greg Howes, Board Chair; Ms. Crystal Turman, Board Vice Chair; Ms. Valeta Cameron, Board Member; Ms. Elaine Livolsi, Board Member

Quorum was not established.

**Others in Attendance:** Mr. Jim Carlson, Brevard Family Partnership Interim Chief Executive Officer; Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Jessica Simmons, Brevard Family Partnership Chief Finance Director; Ms. Tracy Pellegrino, MSW, Brevard C.A.R.E.S. Chief Operations Officer; Ms. Angie Levesque, Brevard C.A.R.E.S. Executive Assistant; Ms. Jessica Miles, Program Manager; Brevard C.A.R.E.S. Mr. Peter Tessier, Brevard C.A.R.E.S. Cares Care Coordinator; Ms. Debbie Bragg-Caron, Brevard C.A.R.E.S. Family Advocate Specialist.

Ms. Maggie Dickinson welcomed everyone to the meeting and asked everyone to state their name for the record.

A quorum was not established – only three members were present.

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

**Presentations:**

Ms. Phebe Powell presented Ms. Debbie Bragg-Caron her Five Year Recognition Award.

Ms. Powell presented Mr. Peter Tessier with his Ten Year Recognition Award.

Ms. Bragg-Caron, Mr. Tessier and Ms. Jessica Miles exited the meeting.

Ms. Tracy Pellegrino provided an update on Targeted Case Management. Targeted Case Management is serving their fifth family. She reported there have been challenges billing for families due to more stringent guidelines. Ms. Pellegrino also reported Wraparound has limited billing options for Medicaid. She mentioned a state-wide Wraparound Support group has been working on creating a Medicaid billing code specifically for Wraparound and would be utilized to bill for services that otherwise could not be billed. She stated the Department of Children and Families has an expansion grant for Wraparound and are pursuing to make it statewide. She announced she will be attending a Champions Meeting at the end of January to campaign the plan. Ms. Pellegrino indicated Sunshine Health may begin using the new billing code at the start of the new fiscal year.

Ms. Tracy Pellegrino exited the meeting.

### **Informational Items:**

Ms. Powell presented the Executive Director's report for the month of December. She informed the Board, during reconciliation of FY 2016-2017 financials, Brevard Family Partnership identified a discrepancy of \$7,389.31 between Emergency Solution Grant invoices and payments, which accounts for 18% of the total annual contract award. Ms. Powell met with Mr. Mark Brom, Executive Director of Brevard Homeless Coalition to discuss a resolution for payment. Both agencies agreed to reconcile the deficit by matching services.

Ms. Powell announced the official commencement of the Parenting with Love and Limits (PLL) program on November 14<sup>th</sup>. Three staff members from Brevard C.A.R.E.S. attended a week long training to provide them the foundation to be successful in the implementation of the program and facilitating group meetings. She stated on November 14<sup>th</sup>, Brevard C.A.R.E.S. held a well-received community demonstration meeting with C.A.R.E.S.'s first PLL family. Some of those in attendance were representatives from Department of Juvenile Justice and Brevard County Public Schools.

Ms. Powell discussed the Title IV-E Waiver, a demonstration project enacted in the state of Florida in 2006. She explained the funds are utilized in the C.A.R.E.S.'s programs to maximize resources for promoting family strength and stability to keep children in their homes. She informed the Board that Federal funds for the Title IV-E Waiver are set to end September 30, 2018; and although a state request for extension could extend waiver to September 30, 2019, no additional extensions would be permissible unless Federal government enacts necessary changes. She expressed the loss of the waiver, would be detrimental to C.A.R.E.S. as the ability to flex the funds in deep-end services and prevention services, which serve the majority of the C.A.R.E.S. families, would disappear. Brevard C.A.R.E.S., in conjunction with Florida Coalition for Children and Department of Children and Families, is exploring the impact of the loss of the waiver and how much additional state funding would be necessary to maintain the requirements currently in statute.

Ms. Powell declared Brevard C.A.R.E.S.'s trip to Rally in Tally in December was successful. She announced the House bill for continuation of the replication was filed. Brevard C.A.R.E.S. is requesting \$450,000 for the continuation of the Brevard C.A.R.E.S. model in Volusia-Flagler.

Ms. Powell proudly informed the Board Brevard C.A.R.E.S.'s Winter Wonderland event was a success, with almost 200 people in attendance. She expressed gratitude to all of the donors for their support and donations.

Ms. Powell presented the Monthly Data Report for November. She reported new updates in Child Welfare reporting system caused a delay in retrieving data while learning to navigate new system, resulting in gaps in data. An updated November data report will be presented at next Board Meeting.

Ms. Jessica Simmons presented the Financial Report.

Ms. Simmons exited the meeting.

Ms. Powell reviewed the Board Self Evaluation and COA Surveys.

Ms. Powell reviewed Strategic Plan: **GOAL A2: All families live in safe and stable housing:**

OBJECTIVE A2: Tailor services and case management practices to be flexible and responsive to the special needs and priorities of homeless families

**STRATEGIES:**

A2.1: Tailor assessments and initial support services to focus on emergence solutions and housing stability

A2.2: Connect families to homeless services and to economic and educational opportunities to increase self-sufficiency

A2.3: Strengthen collaboration between the homeless service system and the child abuse prevention network

A2.4: Increase financial resources to provide immediate, short-term crisis intervention for homeless families

TARGET A2: Serve 100 families annually

**Member/Public Comment:**

No comments

Ms. Maggie Dickinson adjourned the meeting.

Respectfully Submitted,  
Angie Levesque  
Executive Assistant