

Brevard C.A.R.E.S. BOARD OF DIRECTORS  
March 7, 2018  
BOARD MEETING DRAFT MINUTES

**Board Members in Attendance:** Dr. Greg Howes, Board Chair; Mr. Dan Rodgers, Board Member; Valeta Cameron, Board Member; Ms. Elaine Livolsi, Board Member.

**Board Members Absent:** Ms. Maggie Dickinson, Board Treasurer; Ms. Crystal Turman, Board Vice Chair.

**Others in Attendance:** Ms. Phebe Powell, Brevard C.A.R.E.S. Executive Director; Ms. Jessica Simmons, Brevard Family Partnership Chief Finance Director; Ms. Angie Levesque, Brevard C.A.R.E.S. Executive Assistant; Jessica Miles, Brevard C.A.R.E.S. Program Manager; Heather Howlett, Brevard C.A.R.E.S..

Dr. Greg Howes welcomed everyone to the meeting and asked everyone to state their name for the record.

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

Ms. Phebe Powell informed the Board of a revised agenda and requested the Board to permit the presentation of Child Abuse Prevention Month to precede scheduled Consent Action Items while the revised agendas were printed.

**Motion:** Mr. Dan Rodgers moved to approve the advancing of the Child Abuse Prevention Month presentation ahead of Consent Action Items. This was seconded by Ms. Valeta Cameron and the motion was passed unanimously.

**Presentations:**

Ms. Heather Howlett announced to the Board that April is Child Abuse Prevention Month. She presented the Board with the timeline of events for the month of April in support of Child Abuse Prevention Month.

Ms. Jessica Miles educated the Board on the significance of the pinwheel planting ceremonies taking place around the county the first two weeks of April. She explained that the pinwheel represented a happy, healthy child, and the planting of the pinwheels, or symbols of happy, healthy children, across the county was to remind citizens that children deserve to live happy, healthy lives. Ms. Miles encouraged the Board to attend the pinwheel planting events.

Ms. Howlett stated, on April 20<sup>th</sup>, members of the Child Abuse Prevention Task Force (CAPTF), C.A.R.E.S. staff and other community volunteers will be visiting the highest risk neighborhood in the county and handing out 300 bags with resource information.

In closing, she informed the Board, on April 27<sup>th</sup>, the Annual CAPTF Awards Banquet will wrap-up the month by recognizing those who work in the field to help and strengthen families.

Ms. Jessica Miles and Ms. Heather Howlett exited the meeting.

### **Consent Action Items:**

**Motion:** Mr. Dan Rodgers moved to approve the revised agenda. This was seconded by Ms. Valeta Cameron and the motion was passed unanimously.

**Motion:** Ms. Rodgers moved to approve the minutes from the November 7<sup>th</sup> 2017 and January 3<sup>rd</sup> 2018 C.A.R.E.S. Board Meetings. This was seconded by Ms. Valeta Cameron and the motion was passed unanimously.

### **Presentations:**

Ms. Phebe Powell presented the Brevard C.A.R.E.S. Human Resources COA Standard 4 2017 Staff Retention and Satisfaction Survey.

Ms. Jessica Simmons presented Community Based Care of Brevard, Inc. D/B/A Brevard Family Partnership and Affiliates Consolidated Financial Statements for year ending June 30, 2017 for Brevard C.A.R.E.S. Ms. Simmons reported that the consolidated financial statements were presented fairly in all material respects.

### **Action Items:**

Dr. Greg Howes announced his resignation as Board Chair, however, expressed he would like to remain an active seat on the Board as a Community Member. In lieu of his resignation as Board Chair, he presented the Board with his nomination of Board Member, Dan Rodgers, to succeed him as Board Chair.

**Motion:** Ms. Elaine Livolsi moved to nominate the shift in chairmanship contingent upon approval by Brevard Family Partnership Board of Directors. This was seconded by Ms. Cameron and the motion passed unanimously.

Ms. Powell informed the Board of Board Member, Julie Hunter's resignation and requested the Board to accept Ms. Hunter's resignation.

**Motion:** Mr. Rodgers moved to accept Ms. Hunter's resignation. This was seconded by Ms. Cameron and the motion passed unanimously.

Ms. Powell requested the Board postpone the election of Board Vice Chair and Board Treasurer until the Board Chair has been confirmed by Brevard Family Partnership Board of Directors.

**Motion:** Mr. Rodgers moved to postpone the vote on Board Vice Chair and Board Treasurer. This was seconded by Ms. Livolsi and the motion passed unanimously.

Ms. Powell apprised the Board of the interview with the prospective Board Member, Ms. Rosanna Malbrán, MD, conducted February 12<sup>th</sup> by Crystal Turman.

**Motion:** Ms. Livolsi moved to approve prospective Board Member, Dr. Malbrán, and move forward in the recruitment process. This was seconded by Ms. Cameron and the motion passed unanimously.

Ms. Powell apprised the Board of a second prospective Board Member, Ms. Christa Bailey, who sat on the Board previously as a Community Member. Ms. Powell requested the Board to forego the interview process due to the prospective Board Member's previous seat on the Board and her extensive familiarity and involvement in the community.

**Motion:** Ms. Cameron moved to approve prospective Board Member, Ms. Bailey, and move forward in the recruitment process. This was seconded by Ms. Rodgers and the motion passed unanimously.

### **Informational Items:**

Ms. Powell presented the Executive Director's report, recapping both January and February. She reprised the Board of her and BFP Interim Chief Executive Officer, Mr. Jim Carlson's participation in the Florida Children's Coalition Rally in Tally in December, where the Department of Children and Families, leaders in the community, elected officials, child advocates and many others, gather to discuss legislative priorities impacting children and families in Florida prior to the upcoming 2018 session. She announced, during the visit to the state capital, Representative Plasencia filed the Brevard C.A.R.E.S. Expansion appropriations bill, requesting \$150,000 to support the full C.A.R.E.S. Program replication in Volusia and Flagler counties.

Ms. Powell communicated to the Board the final federal spending bill approved by both houses of Congress and signed by the President in February incorporated the Family First Prevention Services Act (FFPSA). The FFPSA will restructure how the federal government spends money on child welfare. FFPSA opens up the Title IV-E entitlement, traditionally reserved for foster care expenses, to help states pay for substance abuse, mental health and parenting skill programs aimed at intervening in more maltreatment cases without the use of foster care. FFPSA also limit federal spending on the use of congregate care settings for foster youth, with some notable and wide exceptions. She expressed the FFPSA is one of the most important pieces of legislation in this domain in at least two decades.

Ms. Powell conveyed to the Board C.A.R.E.S. Staff Appreciation Week was a successful weeklong event to celebrate the hard work and dedication of Brevard C.A.R.E.S. staff.

Ms. Powell informed the Board that Brevard County hosted a community meeting to discuss a potential grant opportunity regarding the Expansion and Sustainability of the Comprehensive Community Mental Health Services for Children with Serious Emotional Disturbances. This meeting was the first step in the application process and will be used to determine the structure of our partnerships, roles, responsibilities, and funding needs. If awarded, the four year grant will provide \$1 million each year to help fund high-fidelity wraparound services to youth with severe emotional disturbances and their families.

Ms. Powell presented the Monthly Data Report for January 2018.

Ms. Jessica Simmons presented the Financial Report for January 2018.

Ms. Powell 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 staff and professionals working with children how to access prevention services through Brevard C.A.R.E.S. (revised)

A1.4 Expand resources to continue serving all families requesting or referred for services

A1.5 Implement Targeted Case Management program (new)

TARGET A1: Serve 750 families annually (increased)

**Member/Public Comment:**

No comments.

**Motion:** Mr. Dan Rodgers moved to adjourn the meeting. Ms. Elaine Livolsi seconded it and the motion was passed unanimously.

Respectfully Submitted,  
Angie Levesque  
Executive Assistant