

Brevard C.A.R.E.S. BOARD OF DIRECTORS
August 12, 2020
BOARD MEETING MINUTES

Board Members in Attendance: Mr. Dan Rodgers, Board Chair; Ms. Paula Ferrell, Board Member; Ms. Christa Bailey, Board Member; Ms. Valeta Cameron, Board Member; Ms. Lori Huertas, Board Member;

Others in Attendance: Mr. Phil Scarpelli, Family of Agencies (FOA) CEO; Ms. Kathryn Parker, Brevard C.A.R.E.S. Executive Director; Rebecca Melick, Brevard C.A.R.E.S. Program Manager; Tracy Newman, Potential CARES Board Member;

Mr. Rodgers welcomed everyone to the meeting and asked everyone to state their name for the record.

Mr. Rodgers reminded members that if they had a real or perceived conflict of interest to please complete the Conflict of Interest form (available at meeting). None were submitted.

Consent Action Items

Mr. Rodgers asked the Board to make a motion to approve the agenda.

Motion: Ms. Cameron moved to approve the agenda with the correction of the next Board meeting date being changed to September 9. This was seconded by Ms. Ferrell and the motion was passed unanimously.

Mr. Rodgers asked the Board to make a motion to approve the minutes from the June Board meeting.

Motion: Ms. Bailey moved to approve the meeting minutes from the May Board Meeting. This was seconded by Ms. Cameron and the motion was passed unanimously.

Informational Items

Mr. Scarpelli informed the Board that a return to office date has not been established. He continues to meet weekly with the Executive Team to discuss COVID-19 trends and the safety of staff. Once the Executive Teams agrees that it safe for staff to return to the office they will establish a return to office date.

Ms. Parker presented the Executive Director's report. Ms. Parker reported as follows:

- The Department of Children and Families (DCF) updated prevention home visits from every thirty days to every ninety days.
- Parenting with Love and Limits recently changed its program from 6 weeks of group and 6 weeks of therapy which ran simultaneously to a 12 week program so that it could remain evidence based. This could be challenging because it limits the number of families that can participate in the program. They currently have a waiting list for families.
- Ms. Parker informed the Board that Our Mobile Response Team grant with Central Florida Cares Health System has been renewed for \$252,614 for FY 2021. We have asked for an additional \$100,00, at the request of the Managing Entity, to be able to add additional full-time staff to the team. This has currently been put on hold.
- Brevard C.A.R.E.S. n advertisements in Florida Today advertising the Mobile Response Team and the services they provide.

Ms. Parker presented the Monthly Data Reports for May and June 2020.

Mr. Johnson provided a financial update. Mr. Johnson presented as follows:

- BFP is in the process of transitioning to a new accounting software that is more efficient and will provide more precise financial reports. At the next Board meeting he will provide the financials for June and July.

Ms. Parker informed the Board that in preparation for their COA Reaccreditation all governance policies will need to be reviewed and updated if needed.

Governance Policies GOVBC1012 Board Member Role, GOVBC1002 Board Governance Model and GOVBC1017 Sunshine Compliance was uploaded to the Board Portal for review prior to the Board meeting. Mr. Rodgers asked if there was any recommended changes. None was reported.

Mr. Rodgers asked for a motion to approve GOVBC1012 Board Member Role, GOVBC1002 Board Governance Model and GOVBC1017 Sunshine Compliance.

Motion: Ms. Ferrell moved to approve Governance Policies GOVBC1012 Board Member Role, GOVBC1002 Board Governance Model and GOVBC1017 Sunshine Compliance. This was seconded by Ms. Cameron and the motion was passed unanimously.

Mr. Rodgers introduced and welcomed Board Candidate Ms. Tracy Newman.

Ms. Newman greeted the Board and gave a brief bio.

Ms. Newman left the meeting.

The Board discussed Ms. Newman candidacy. After much discussion, Mr. Rodgers asked for a motion to tentatively approve Ms. Tracy Newman to join Brevard C.A.R.E.S. Board of Directors pending the approval of Brevard Family Partnership Board.

Motion: Ms. Cameron moved to tentatively approve Ms. Tracy Newman to join Brevard C.A.R.E.S. Board of Directors pending the approval of Brevard Family Partnership Board. This was seconded by Ms. Bailey and the motion was passed unanimously.

Ms. Goodwin will forward Ms. Newman documents to Brevard Family Partnership's Board Liaison to be presented at the next BFP Board meeting.

Member/Public Comment:

There was none.

Meeting ended at 5:24pm.

Respectfully Submitted,
Osha Goodwin
Board Liaison

Approved at the CARES Board of Directors Meeting on September 9, 2020