



Brevard C.A.R.E.S.

**Executive Director Report
June 9, 2020**

Kathryn Parker
Executive Director

Strengthening Families...Whatever It Takes!

May 2020

Key accomplishment(s) this past month

- The Council on Accreditation (COA) application for recertification was submitted on May 28th, 2020. We are now waiting on a date for our review call. During this call, we will be provided the date of our site visit. Our current accreditation expires on November 30, 2021. All of the current policies and procedures will need to be reviewed to confirm they are still accurate. They will also require the new CEO and Board Chairs' signature.
- We are evaluating the lessons learned through new technology used during our work from home. We are working to contract with a company to provide a way for the Care Coordinators to obtain signatures electronically. This will help our team save time by being able to get signatures without having to go to the home and get these face to face. We continue to have weekly connection opportunities for the staff to "see" each other.
- We are still finalizing a return to the office plan. A tentative return to the office date for staff has been set for Monday June 15, 2020. In preparation, we had the office sanitized, carpets shampooed, five automatic hand sanitizer dispensers and five automatic soap dispensers installed, and all air filters have been changed. We also sent a survey to the staff to get feedback about their concerns and comfort in returning to the office. We do not expect to return the entire staff all at one time. The staff will return to one day in the office initially. As we get directives from DCF, we will continue to monitor the progress of returning to face to face visits for all clients. The Prevention team remains completing all of their visits via a virtual platform.
- We are working with the marketing team to increase the visibility of our Mobile Response Team. As a result of that, we will have full page adds in the Florida Today as well as digital impressions. We are also in the process of creating a You Tube video and a trifold brochure that will be easily accessible for law enforcement to disburse.

Key challenges moving forward

- COVID-19 is a key challenge moving forward. We are in current need of disinfecting wipes and sanitizing spray.

Upcoming Community Events / Any requests of the Board Members

- Brevard C.A.R.E.S in collaboration with Brevard Family Partnership is organizing a virtual mini Dependency Summit.

Respectfully Submitted,

Kathryn Parker

Executive Director