



BOARD OF DIRECTORS MEETING

October 22, 2020

Minutes

Meeting held by Teleconference Due to COVID-19 Restrictions

Attendees: Ms. Barb Loftus, Board Chair, Mr. Eric Austin, Board Treasurer, Mr. Rob Cramp, Mr. Dan Rodgers, Mr. Carlos Assemany, Dr. Rosanna Malbran, Ms. Jean Bandish

Members Absent: Ms. Ruth Long, Board Vice Chair, Mr. Storm Doddy, and Ms. Sky Beard

Others in Attendance: Mr. Phil Scarpelli, CEO, Ms. Laurie-Anna DeGennaro, Board Liaison, Dr. Valerie Holmes, Vice President of Operations, Ms. Kelly Swartz, Chief Legal Officer, Mr. Don Johnson, Chief Financial Officer, Ms. Tracy Pellegrino, NCFIE, Ms. Katie Guemple, Family Allies, Kathryn Parker, Brevard C.A.R.E.S., Dr. Britt Swaine, DCF, Mr. Adam Maul, DCF, Ms. Anna Kesic, CEO IMPOWER, Mr. Ernest Jones, IMPOWER,

Ms. Loftus, opened the meeting, welcomed, and thanked everyone for attending the October 22, 2020 Board of Directors Meeting and a roll call was taken.

Ms. Loftus requested to adjust the Agenda to strike the PTO payout item under Board Committee Reports.

Motion: Ms. Bandish moved to approve the October 22, 2020 Agenda with the requested change. This was seconded by Mr. Rodgers and the motion passed unanimously.

Ms. Loftus reminded members that if anyone had a real or perceived conflict of interest or a business relationship between two board members to please reach out to Ms. DeGennaro for a Conflict of Interest form. None were expressed.

Public Comments: Public Attendees: Ms. Anna Kesic CEO of IMPOWER, Mr. Ernest Jones of IMPOWER, Dr. Britt Swain, DCF, Mr. Adam Maul, DCF. No public comments were expressed.

Motion: Ms. Bandish moved to approve the August 27, 2020 Board Meeting Minutes. This was seconded by Mr. Assemany and the motion passed unanimously.

BOARD ANNOUNCEMENTS

Ms. Loftus reminded Board members of the following:

- No meeting in November due to the Thanksgiving Holiday. The suggested date is December 10, 2020.
- The January 2021 Annual Retreat is deferred to the April 2021 Strategic Planning Session. The Annual Board Business Meeting will be conducted in January to announce the slate of officer, review the aggregated Board Self Evaluation, and assign Board Member Terms.
- November CEO Performance Evaluation is Due; Members need to submit their responses at their first opportunity.
- Board Self Evaluation will be distributed in November and due back to Ms. DeGennaro by November 27, 2020.
- Celebration of Adoption; RSVP by November 6. Ms. Loftus and Dr. Malbran will attend the celebration.
- August 27, 2020 Foundation Action Items were reviewed and satisfied. Ms. Loftus asked if there were any questions concerning the Articles of Incorporation and Bylaws as presented. None were expressed. A motion to approve is scheduled later in the agenda.

CONSENT AGENDA

The BFP, C.A.R.E.S. Board Data reports were posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Ms. Loftus noted the Board Data Report will be reviewed during the Family Allies Board Meeting.

Motion: Mr. Cramp moved to approve BFP, C.A.R.E.S. and Board Data reports under the consent agenda. This was seconded by Mr. Rodgers and the motion passed unanimously.

CEO BOARD REPORT

The CEO Board report was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Scarpelli provided an overview of his report and highlighted the following:

- The TIP/Children’s Alliance will be convening on November 30, 2020. BFP will be presenting on the 35% ruling.
- The Glass House – Transitional housing in Melbourne for women in recovery: Mr. Scarpelli toured seven homes and provided provide Q & A for residents regarding their children in care and linking them to resources from our local providers to build and develop community relationships. .
- COVID-19 – The FOA’s leadership continues to meet Bi-weekly to monitor the guidance and actions provided by the Office of the Governor, the Department of Children and Families, the CDC, and our local Courts. PPE’s continue to be distributed to the BFP family of agencies and the agencies that provide services and placements for our children in out of home care.
- He and Mr. Jim Carlson met with Senator Tom Wright who is a strong advocate our foster children and supports us in the work we do to promote healthy adoptions of the children within our system of care.
- BFP in partnership with our faith community are collaborating with the founder of the “Open Table Model,” Jon Katov, implement the Wraparound system of care approach. He has shared this commitment with Erik Dellenback, the Governor’s Faith-Based Ambassador and Zack Gibson, the Chief Child Advocate from the Governor’s office
- BFP has partnered with the “Cross Fit” providers who created a “United Workout” movement throughout Brevard County to rally awareness for BFP and contribute to wellness plans for staff.
- Mr. Scarpelli serves on the Ready for Life Board of Directors. BFP has provided startup funding in support of a new fast track GED program for youth in care.
- Hometown News recognized President and Vice President John Watson and Rayla James for their accomplishments with Brevard’s Youth Leadership Council.
- Mr. Scarpelli is working with faculty at Barry University to enhance student learning, provide educational opportunities for caregivers, promote youth advocacy, and advance educational opportunities for staff.

Discussions ensued regarding other corporations such as Harris working with FIT students to develop awareness within their curriculum to understand the local demographics and community needs.

NCFIE BOARD REPORT

The NCFIE Board report was posted to the BFP Board portal for members to review in advance of the meeting. No comments were expressed during the review period. Ms. Pellegrino provided an overview of her report as presented.

Dr. Malbran shared, once the NCFIE Budget is finalized, more information will be shared on the strategic direction and prevention program funding under the SMSHA grant.

Ms. Pellegrino noted office space in Merritt Island is pending commissioner’s approval. She then asked if members knew where to obtain used business furniture. Members recommended contacting Harris and Northrop Grumman, Brevard County and Brevard Market Place for surplus furniture.

Ms. Loftus recapped the five-year initiative to develop the NCFIE and commended Ms. Pellegrino and Dr. Malbran for their organizational leadership. Discussions ensued regarding alternative state and federal funding opportunities to support prevention programs not funded under the DCF contract.

BOARD COMMITTEE REPORTS

Board Executive Committee:

Ms. Loftus, Committee Chair reported the committee met to review recommendations initiated through the Finance Committee, i.e. CEO review and C-Suite recommendations. Mr. Austin will speak to those items under the Finance Committee Report out.

Board Finance Committee:

The FYE June 30th Financials and Q'1 2020 Financials and Supplements were posted to the BFP Board portal for members to review in advance of the meeting. No comments were expressed during the review period. Mr. Austin, Committee Chair reported on financials as presented and noted the following:

- FYE June 30, 2020 Financials were finalized and ended with a positive balance.
- The committee met to review Q1 2021 (July, August, September) and as the board approved Financials will be reported quarterly to capture a true picture of revenues and expenditures for the period ending. The committee will review monthly financials via e-mail to present to the board
 - Q1 is over budget and is attributed to prepaid expenses to include IT expenditures, i.e. equipment, service, replacement cycle and will be fully recognized by year end.
 - Solomon Accounting Software expense was posted to Accounting Fees and not to IT.

Discussions ensued regarding NCFIE revenues and expenditures to be reported separately from the BFP Budget. Mr. Johnson reported NCFIE has a separate budget and financial statements. He agreed to report NCFIE Financials at the NCFIE Board Meetings.

Mr. Austin shared the Finance Committee will be reviewing the C-Suite Compensation package annually. Currently the committee is in factfinding and will be in a better position to report any recommendations to the full board at the December Board Meeting.

Board Marketing and Philanthropy Committee

Mr. Cramp, Committee Chair reported as follows:

Road to Autonomy Update:

- 2 young adults have received cars that were donated through the program.
- Crosswinds is working with another young adult to complete their savings goal and budget.

Ms. Loftus asked for quarterly updates on the car loan program: Road to Autonomy.

- Board Members are requested to follow the BFP Facebook page, as well as like and share posts to their network.
- PR Team will be reaching out to board members to film short videos on why they are involved with the organization to use on social media. The first video was filmed with Lori Huertas from the CARES Board.

- A new monthly Facebook broadcast called The Real Deal was launched featuring foster parents talking about fostering in Brevard. Over 1200 local community members attended the first episode, resulting in two foster parent inquiries! Future broadcasts will air the first Monday every month.
- The annual Celebration of Adoption will be held on November 20 at USSSA Space Coast Stadium, please RSVP your attendance by November 6.
- Members were asked to reach out within their community network to sponsor children or set up a donation box for Christmas. Members will receive postcards for use in talking to potential donors.
- Mr. Carlson is looking for space to hold the annual toy drive; the facility should be secured, climate controlled, with rest rooms.

Members recommended reaching out to storage facilities for an in-kind donation.

NEW BUSINESS

Ms. Loftus reviewed the August 27 Action Items concerning the formation of the Foundation as a 501(c)3. All actions items were address and satisfied. The Articles and Bylaws were posted to the BFP Board Portal for members to review. She asked if there were any questions.

Discussions ensued regarding donations and fundraising activities for the family of agencies. Mr. Scarpelli clarified any discretionary funds received through fundraising efforts for a particular agency will remain with the respective agency. All other non-discretionary funds will go to the Foundation. The intent of the foundation is to engage the community to donate funds in support of prevention, diversion and other programs not funded under the DCF Contract. Mr. Assemany added the foundation will be conducting events within the community to promote the foundation and its intent.

Ms. Loftus ask for approval to move forward with the formation of the foundation as a 501(c)3.

Motion: Ms. Bandish moved to approve the Articles of Incorporation and Bylaws as presented and the recording of the documents to form the Foundation as a 501(c)3. This was seconded by Mr. Cramp and the motion passed unanimously.

Ms. Loftus that asked for approval to appoint Mr. Carlos Assemany as the Foundation Board Chair.

Motion: Dr. Malbran moved to approve Mr. Carlos Assemany to serve as the Foundation Board of Directors Chair. This was seconded by Mr. Cramp and the motion passed unanimously.

Strategic Workplan goal 2.1. a Stabilize and maintain children in relative and non-relative placements and b. Increase Level 1 licensures. Dr. Holmes then provided Quarter 1 July to September updates as follows:

- As of September 30, 2020- 57% of all children in Out of Home Care were placed in relative and fictive kin settings. 19.65% of Fictive Kin have been approved as Level 1 Foster Homes. Family Allies has hired a Family Finder position who will be attending Case Transfer staffing and working with Care Managers to identify and locate relative and fictive kin placement options.

Ms. Loftus asked during the COVID Lock Down there were fewer incidents reported and now that the schools are back in session, has there been an increase in children entering the system of care. Dr. Holmes reported incidents have increased due to more visibility since children are now attending brick and mortar schools. She will have a better percentage rate of the increase within the next six months.

Ms. Loftus asked Dr. Holmes to add the following items to the Board Risk Committee Agenda: Observation of trends, the financial impact and assessment on the increase of children entering and reentering the system of care.

Ms. Loftus then asked for a motion to adjourn the BFP Board of Directors Meeting.

Motion: Mr. Cramp moved to adjourn. This was seconded by Mr. Rodgers and the motion passed unanimously.

FAMILY ALLIES BOARD OF DIRECTORS MEETING
October 22, 2020
Minutes
Meeting held by Teleconference Due to COVID-19 Restrictions

10:00 am Ms. Loftus opened the Family Allies Board Meeting and welcomed all in attendance.

Ms. Loftus reminded members that if anyone had a real or perceived conflict of interest or a business relationship between two board members to please reach out to Ms. DeGennaro for a Conflict of Interest form. None were expressed.

Public Comments: No public comments were expressed.

Family Allies Board Report

The Family Allies Board Report was posted to the BFP Board portal for members to review in advance of the meeting. No comments were expressed during the review period. Ms. Guemple provided an overview of her board report as presented.

Board Data Report

The Board Data Report was posted to the BFP Board portal for members to review in advance of the meeting. No comments were expressed during the review period.

Ms. Guemple reported 8 out of the 12 contract measures for Q1 are trending upward. She then addressed Red Measure 7 and 10.

- Measure 7: Recidivism Rates are at 90% and trending in the right direction. Workgroups including DCF, Stakeholders, and the QA team meet to review trends, and implement counter measures to help remediate the deficiencies.
- Measure 10: Dental Measures; currently up to 91%. The coronavirus pandemic has affected the dental performance measure significantly. The team has been working diligently to collaborate with caregivers on getting appointments scheduled and are working toward the goal of 95%.

Members asked if permanency is related to the presiding judge's decision that is causing the current deficiency. Ms. Guemple attributes the deficiency to both the presiding judge's decision and the decrease in court cases seen due to the pandemic in Q1. Dr. Holmes clarified, every judge has their own style managing their court docket, and some decisions may impact reunification. Judge McKibben, who has vast experience in the Child Welfare System and former BFP Board member, will be appointed to the dependency court bench in January. Ms. Swartz added Judge McKibben has formerly presided over dependency court and she is very methodical in her decisions for reunification.

Ms. Loftus recommended the Agency focus on what can be controlled to ensure we accommodate in the areas that can influence permanent reunifications with the Judge. Mr. Scarpelli agreed to work with the Judge and influence how case work is presented.

Unfinished Business

The August 27 Family Allies Action Items and responses were posted to the BFP Board portal for members to review in advance of the meeting. No comments were expressed during the review period.

Board Members agreed to the proposed Family Allies Agenda structure: Approval of the Agenda, Conflict of Interest disclosure, Approval of the minutes, Financial Statement Review, Consent Agenda and Governance Topics, if any and Adjourn. Ms. Loftus asked to add the Family Allies Board Data Report to the Agenda.

Motion: Dr. Malbran moved to approve the structure of the Family Allies Agenda as presented to include the addition of the Board Data Report. This was seconded by Mr. Rodgers and the motion passed unanimously.

Board members then asked if the technology resources needed for children attending school from home have been addressed. Dr. Holmes confirmed children in care are provided with the technology resources needed for virtual classes.

Motion: Mr. Rodgers moved to adjourn the Family Allies Board Meeting. This was seconded by Mr. Austin and the motion passed unanimously.

Respectfully Submitted,

Laurie-Anna DeGennaro
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on December 10, 2020.