



BOARD OF DIRECTORS MEETING

February 25, 2021

Minutes

Meeting held by Teleconference Due to COVID-19 Restrictions

Attendees: Ms. Barb Loftus, Board Chair, Ms. Ruth Long, Board Vice Chair, Mr. Eric Austin, Board Treasurer, Mr. Rob Cramp, Mr. Dan Rodgers, Mr. Carlos Assemany, Ms. Jean Bandish, Mr. Storm Doddy, Dr. Rosanna Malbran, and Ms. Sky Beard

Members Absent:

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, ED NCFIE, Ms. Katie Guemple, ED Family Allies, Kathryn Parker, ED Brevard C.A.R.E.S., Ms. Jessica Walker, DCF, Ms. Fawn Moore, DCF, and Mr. Ernest Jones, IMPOWER

Ms. Loftus, opened the meeting, welcomed, and thanked everyone for attending the February 25, 2021 Board of Directors Meeting.

Motion: Mr. Cramp moved to approve the February 25, 2021 Agenda. This was seconded by Ms. Long 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. Ms. Loftus disclosed she will be volunteering on the Ready for Life Board of Directors.

Public Comments: No public comments were expressed.

Motion: Ms. Long moved to approve the January 28, 2021 Board Meeting Minutes. This was seconded by Mr. Cramp and the motion passed unanimously.

Dr. Malbran noted the February 8, 2021 Special Board Meeting Minutes reflect Mr. Rodgers is both absent and present.

Motion: Ms. Long moved to approve the February 8, 2021 Special Board Meeting Minutes correcting Mr. Rodgers attendance. This was seconded by Ms. Beard and the motion passed unanimously.

BOARD ANNOUNCEMENTS

Ms. Loftus shared the Annual Report has been posted to the BFP Portal for members to download to use as talking points when out in the community.

Ms. Loftus reminded board members to turn in their personal and in-kind pledge forms to Mr. James Carlson to maintain confidentiality. She reiterated the importance of board members contributing on an annual basis in an amount that is deemed reasonable by the individual member and that the importance is not the amount, but the rate of participation, in support of grant and Federal funding opportunities.

CONSENT AGENDA

The BFP and C.A.R.E.S. Board Reports were posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period.

Motion: Mr. Cramp moved to approve the BFP and C.A.R.E.S Board Reports under the consent agenda. This was seconded by Ms. Long 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 reviewed his report as presented and noted the following:

- COVID-19 Vaccines will be available through the Brevard County Health Department for the family of agencies staff and board members. He asked members to reach out to Ms. Kathryn Parker directly to be added to the list.
- Mr. Chad Poppell has resigned from DCF. Governor Ron DeSantis appointed his replacement Shevaun Harris to serve as the Florida Department of Children and Families' Secretary.

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. She noted the following:

During the trainings, the team are also gaining much information in return and it will be used as part of the local continuous quality improvement plan to provide the highest level of services with the local child welfare system.

Ms. Loftus commended the NCFIE team for their innovative strategic training efforts and returning the learned knowledge back into the local system of care. Ms. Loftus recognized Dr. Malbran, NCFIE Advisory Board Chair, for her leadership and contribution to the success of NCFIE. Mr. Scarpelli added partnering with Lutheran Services offers expansion and growth opportunities across the nation and in alignment with the agency's mission.

BOARD COMMITTEE REPORTS

Board Executive Committee: Ms. Loftus reported the committee met to review policies to ensure they are current. The policies will be reviewed later in the agenda. Ms. Loftus reminded members of the Board's succession plan whereby Ms. Loftus will be working together to transition Ms. Long into the Board Chair role in January 2022. The committee also reviewed the CEO Appraisal process, and it will be reviewed later in the Agenda.

Board Finance Committee: The Financials and Supplemental Narratives were posted to the BFP Board Portal for members to review in advance of the meeting. No comments were made during the review period. Using the Supplemental Narrative, Mr. Johnson reviewed the financials as presented.

Members then discussed the reporting frequency of the Family Allies Financials. Mr. Austin recommended the Family of Agency Financials to include BFP, Family Allies and NCFIE be on the same deep dive quarterly review schedule and reported out to the BFP Board quarterly.

Motion: Mr. Austin moved to approve the Family of Agency Financials to include BFP, Family Allies and NCFIE to be on the same deep dive quarterly review schedule and reported out to the BFP Board quarterly. This was seconded by Ms. Long and the motion passed unanimously.

Board Risk Management Committee: Ms. Loftus shared the committee meets bi-monthly. Nothing to report this month.

Board Marketing and Philanthropy Committee: Mr. Cramp reported the following updates:

- BFP has entered into a preliminary agreement for an Over-the-Edge gold fundraiser to be held in early 2022. At this event, individuals raise funds to rappel down buildings.
- Mr. Carlson is working to set up a golf tournament at Duran Golf Club in June.
- Mr. Scarpelli and Mr. Assemany are working on finalizing the logo and branding for the Foundation
- Rock Paper is completing the mark-ups for the C.A.R.E.S. website.

BFP Foundation Board:

- Mr. Assemany reported the Articles of Incorporation have been filed. The foundation has an EIN number, and the only item pending is the tax-exempt status. The attorney is working on completing the forms for filing.
- The logo has been created and approved. Marketing Materials are being developed.
- The Foundation brought on a new board member and continues to recruit likeminded individuals who are in alignment with the mission. Mr. Assemany asked BFP members to refer prospective board candidates with fundraising potential.
- During the next meeting, the Foundation board will begin planning for the in-person event once the COVID-19 CDC mandates are lifted.

Discussions ensued regarding the interaction between the BFP Board and the Foundation Board. Ms. Loftus requested that Mr. Assemany attend the next Board Executive Committee to plan a communication strategy.

NEW BUSINESS

Members reviewed GOV007 CEO Appraisal Process and the recommended changes.

Motion: Dr. Malbran move to approved GOV007 CEO Appraisal as presented. This was seconded by Mr. Cramp and the motion passed unanimously.

Members reviewed GOV008 External Communication, GOV018 Crisis and Media Communication and GOV 011 Board Governance. There we no material changes to the policies.

Motion: Mr. Cramp moved to approved GOV008 External Communication Policy, GOV018 Crisis and Media Communication and GOOV011 Board Governance as presented. This was seconded by Mr. Doddy and the motion passed unanimously.

Ms. Loftus then shared, in readiness for succession planning, she would like to present Mr. Storm Daddy's desire to serve as Board Vice Chair when Ms. Long moves into the Board Chair Role in January 2022. She recommends Mr. Doddy serve on the Board Risk Management Committee where he will have comprehensive exposure to BFP operations and the risk management mitigation process. Mr. Doddy has agreed to serve as Chair on the Board Risk Management Committee and asked to be removed from the Board Finance Committee

Motion: Ms. Bandish moved to appoint Mr. Storm Doddy to serve as the Board Risk Committee Chair to prepare for the Vice Chair Role and remove him from the Board Finance Committee. This was seconded by Ms. Long and the motion passed unanimously.

Ms. Loftus was pleased to report, by unanimous consent, the Board Executive Committee nominated Dr. Malbran to serve on the Board Finance Committee and she accepted.

Motion: Ms. Bandish moved to appoint Dr. Malbran to serve on the Board Finance Committee. This was seconded by Ms. Long and the motion passed unanimously.



Q'2 Strategic Work Plan Update

The Q'2 Strategic Work Plan Update was posted to the BFP Board portal for members to review in advance of the meeting. No comments were expressed during the review period. Dr. Holmes reviewed as presented.

Ms. Loftus informed the board she will not be able to attend the March Board Meeting and asked Ms. Long to preside and she accepted.

The meeting ended at 9:35

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

Respectfully Submitted,

Laurie-Anna DeGennaro
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on March 25, 2021.