



BOARD OF DIRECTORS MEETING
February 24, 2022
Minutes

Attendees: Ms. Ruth Long, Board Chair, Mr. Storm Doddy, Board Vice Chair, Ms. Barb Loftus, Board Chair, Mr. Dan Rodgers, Dr. Rosanna Malbran,

Absent Members: Mr. Eric Austin, Board Treasurer and Mr. Carlos Assemany

Others in Attendance: Mr. Phil Scarpelli, CEO, Ms. Laurie-Anna DeGennaro, Board Liaison, Dr. Valerie Holmes, VP and Chief Operations Officer Mr. Don Johnson, Chief Financial Officer, Ms. Kelly Swartz, CLO, Kathryn Parker, ED Brevard C.A.R.E.S., Ms. Katie Guemple, ED Family Allies, Ms. Tracy Pellegrino, ED NCFIE, Ms. Anna Kesic, CEO, IMPOWER, Ms. Jessica Hixson, IMPOWER, Mr. Adam Maul, DCF, Mr. Ed Moss, of Moss, Krusick. and Associates.

Ms. Long opened the meeting and thanked everyone for attending February 24, 2022 Board of Directors Meeting.

Motion: Mr. Rodgers moved to approve the February 24, 2022 Agenda. This was seconded by Ms. Loftus, and the motion passed unanimously.

Ms. Long 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 disclosed.

Public Comments: None were expressed.

January 27, 2022 Retreat minutes clarification: Ms. Loftus noted that in the January 27, 2022 Board Retreat minutes reflected that the Board-Self-Evaluation was lower than previous years and clarified there were improvements in some categories and slightly lower in others and the decrease was not significant.

Motion: Mr. Doddy moved to approve the January 27, 2022 Board Retreat Minutes with the clarification as stated by Ms. Loftus. This was seconded by Mr. Rodgers, and the motion passed unanimously.

Motion: Ms. Loftus moved to approve the January 27, 2022 Annual Board Business Meeting Minutes as presented. This was seconded by Dr. Malbran, and the motion passed unanimously.

BFP FOA 2020-2021 Audit

The BFP Family of Agencies Audit Report was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Ed Moss provided an overview of the audit as presented and noted the following:

- The Independent Auditors Report is the best that can be achieved
- The Independent Auditors on Internal Controls found no deficiencies or exception. The report reflects the best report that can be achieved

- Schedule of Findings: Federal Awards: Federal Awards: Question 5. Auditee qualified as low risk auditee. The answer is no due to the untimeliness of bank reconciliations reported two years prior. Since then, there have been no findings. To be considered a low risk; there can be no findings for two years. Next year, providing there are no findings; the agency will be considered a low risk.

Mr. Moss commended Mr. Johnson and his staff for implementing a much-improved accounting process.

Members commended Mr. Scarpelli and Mr. Johnson for a job well done.

Motion: Dr. Malbran moved to approve the BFP FOA 2020-2021 Audit as presented. This was seconded by Ms. Loftus, and the motion passed unanimously.

Board Announcements

- Ms. Long reminded members to submit 2022 pledge forms; they are due now. She noted donations should be in the amount as determined by board members.
- Ms. Sky Beard submitted her resignation effective February 28, 2022
- Family Allies Board Meeting is scheduled for March 24, and immediately following the BFP Board Meeting.
- The NCFIE and BFP Foundation Board meetings will also be conducted in March and the date will be determined by polling the board.

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.

Ms. Loftus noted the DCF Contract Measure/Board Data Report was not posted to the Board Portal.

ACTION ITEM: Ms. DeGennaro will obtain a copy of the report and post it to the BFP Portal for members to review.

Ms. Long asked if there was anything on the report that should be disclosed. Nothing was reported.

Motion: Dr. Malbran moved to approve the BFP and C.A.R.E.S., Board Reports as presented under the Consent Agenda. This was seconded by Mr. Doddy, and the motion passed unanimously.

Action Items

Action Items were reviewed and all satisfied.

Ms. Loftus noted she will report out on the Affordable Housing Action Item under the Board Committee report out on the Agenda.

Board Events Calendar

Members reviewed the events calendar and discussed the reporting format. Members would like to see the events in chronological order and send the listing to board members the month in advance of the board meeting.

Members asked that the events be logged into the events calendar on the website so that members have a snapshot of meetings and events scheduled monthly.

ACTION ITEM: Ms. DeGennaro will send the events calendar monthly to include events that are scheduled for the following month.

ACTION ITEM: Mr. Scarpelli will work with Marketing to get the events in chronological order and posted to the calendar on the events webpage.

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:

- Legislatures are deliberating on the statewide funding for child welfare program and services. The system of care is funded at 76% of its operating needs.
- Mr. Scarpelli asked board members to send thank you letters to local delegates and legislative representative.
- The Over the Edge event has been postponed to Spring in 2023 to allow for enhance marketing on social media, newsletters, emails, flyers, radio advertising, promotion for the event.

Members asked for the senate bill numbers to call in support of legislative request; legislature take notice when hearing from advocates. Mr. Scarpelli asked that they reference Allocation of Funding for Child Welfare and Workforce Stability.

Board Committee Reports

Board Executive Committee: Ms. Long, Committee Chair reported the committee will be meeting on February 28, 2022. Nothing new to report since the last meeting.

Board Affordable Housing Committee: Ms. Loftus, Committee Chair shared the committee reviewed the funding differences between the HUD vouchers and the market rental rates; there is an opportunity to cover the gap between the HUD Voucher and the Rental Rates for 19 homes totaling between \$25K-30K. The committee is looking to fund for startup costs through cost reimbursement. The challenge is the shortage in available housing. Mr. Scarpelli reported the \$5,000 in revenues collected from the Golf outing can be applied to supplement the subsidy.

The immediate financial need has been identified. Ms. Amber Carroll of the Brevard Homeless Coalition will develop an MOU to define the basic allocation of funds and forward it to Mr. Scarpelli and Dr. Holmes for review.

The Committee is not recommending investing in real estate at this time. The focus is on immediate funding for the gaps and existing needs.

The committee will put together a list of resources and submit the report to the Board at a later date.

Finance Committee

The BFP Family of Agencies February Financials and Supplemental Narrative were posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. In Mr. Austin's absence Mr. Johnson provided the following update on the Risk Pool Application:

- DCF has reopened the State Fiscal Year 2021-2022 Risk Pool Funding to target anticipated expenditures above appropriated allocations, giving BFP with the opportunity to update projected areas of need. BFP has confirmed the request to receive funding within the following categories: Residential Group Care, Maintenance Adoption Subsidies, Level II-V Licensed Foster Homes, Guardianship Assistance Payments, Level I Foster Homes. BFP is one of three CBC's requesting Risk Pool Funding.

Board Recruitment Committee Mr. Rodgers, Committee Vice Chair reported the committee met on February 15 to review three prospective board member candidates. Interviews have been scheduled in March.

ACTION ITEMS: Ms. DeGennaro will forward the Outlook invites to Ms. Loftus.

Board Risk Committee Mr. Doddy, Committee Chair reported the committee met on February 3 and reviewed GOV212 Planning for Health Emergencies. He then recapped the status of four lawsuits: two will not move forward, the 2019 suite has been filed three time; may move towards settlement and the agency is prepared to mitigate the costs for the Whistleblower incident.

Board Marketing Committee: Mr. Scarpelli reported he is looking to build membership capacity. He then shared RPS just went through a management change; website is moving slow; but is hopeful to regain momentum shortly.

Ms. Long reported the website is impressive. She asked if the mission and vision statements were posted. Members then discussed the mission and vision statements are too long and should be revised, then posted in a visible spot on the website.

ACTION ITEM: Mr. Scarpelli will put together a team to include staff and board members to review the current mission and vision statements.

New Business

Discuss restructure of the Brevard C.A.R.E.S. Board

Mr. Rodgers reported that the Brevard C.A.R.E.S. Board has been operating as an advisory board in that any decisions made outside of the BFP Contract are rolled up to the BFP Governance Board for approval.

Members then discussed clearly laying out authority within the Articles and Bylaws and once the structure is determined some of the members on the advisory council will serve on the BFP Board Committees.

ACTION ITEM: Ms. DeGennaro will forward the Board Committee Roster to Ms. Parker and Mr. Rodgers for review.

Ms. Loftus reported legal council was consulted with a couple of years ago and it was determined that there is no statutory reason to have a separate governance board for a subsidiary. Contract for services no longer creates a distinction to run separate boards.

ACTION ITEM: Ms. Loftus requested Ms. Swartz be asked to confirm that there is no statutory reason to have a separate governance board for a subsidiary. Contract for services no longer creates a distinction to run separate boards.

Mr. Rodgers asked to defer the C.A.R.E.S Board restructure to the next board meeting to give him and Ms. Parker a chance to discuss the restructure.

ACTION ITEM: Mr. Rodgers and Ms. Parker will review Brevard C.A.R.E.S functionality, Articles of Organization and Bylaws and present a report to the full board at the March BFP Board Governance Meeting.

April Board Strategic Planning Session

Members discussed moving the Strategic Planning Session to May or June; but it must be before the Fiscal Year End June 30. Members agreed April is too soon after the Annual Board Retreat/Board Business Meeting.

GOV212 Public Health Emergencies

Members reviewed GOV212 and agreed to change the recommended Covid variants/

Motion: Mr. Rodgers moved to approve implementing the new GOV212 Public Health Emergencies as presented. This was seconded by Dr. Malbran, and the motion passed unanimously.

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

Respectfully Submitted,

Laurie-Anna DeGennaro
Board Liaison

Approved by the Brevard Family Partnership Board of Directors on March 24, 2022