



BOARD OF DIRECTORS MEETING
September 22, 2022
Minutes

Attendees: Mr. Storm Doddy, Board Vice Chair, Mr. Eric Austin, Board Treasurer, Mr. Dan Rodgers, Dr. Rosanna Malbran, Bishop Clark, Ms. Stephanie Larkin

Absent Members: Ms. Ruth Long, Board Chair, Mr. Carlos Assemany

Others in Attendance: Mr. Phil Scarpelli, CEO, Ms. Laurie-Anna DeGennaro, Board Liaison, Dr. Valerie Holmes, VP and COO, Mr. Don Johnson, CFO, Ms. Kelly Swartz, CLO, Ms. Katie Guemple, ED Family Allies, Ms. Kathryn Parker, ED NCFIE, Ms. Rebecca Malik, ED Brevard C.A.R.E.S, Ms. Cyndi Hernandez, HR Director, Vanessa Skyrmes, Chief Communications Officer, Traci Klinkbeil, DCF, Jessica Walker, DCF Central Regional Contract Manager

Mr. Doddy opened the meeting and thanked everyone for attending the September 22, 2022 Board of Directors Meeting.

Motion: Mr. Austin moved to approve the September 22, 2022 Agenda. This was seconded by Ms. Larkin and without further discussion the motion passed unanimously.

Mr. Doddy 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.

Motion: Mr. Rodgers moved to approve the August 25, 2022 board meeting minutes as presented. This was seconded by Mr. Austin, and without further discussion the motion passed unanimously.

Family Allies Staff Satisfaction Survey

The Family Allies Staff Satisfaction Survey was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Ms. Hernandez provided an overview of the survey as presented.

Discussions ensued regarding the steps taken to reduce caseloads and stress. Ms. Hernandez reported the agency has been diligent in filling vacant case management positions, along with offering a competitive salary for new full-time employees. Since the survey and disbursement of the workforce salary increases in May, there has been a reduction in the controllable turnover rate. Ms. Hernandez noted the survey results are from 2021 and prior to the workforce salary increases.

Brevard C.A.R.E.S. Staff Satisfaction Survey

The Brevard C.A.R.E.S. Staff Satisfaction Survey was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Ms. Hernandez provided an overview of the survey as presented.

Discussions ensued regarding the controllable retention target rate of 12% with an actual turnover rate of 25%. Mr. Scarpelli noted the survey was distributed during the height of COVID. Other CBC's have reported a 50% decrease in their workforce. Mr. Scarpelli commended the family of agency's staff for their outstanding commitment and dedication to serving our children and families in care.

Consent Agenda

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

Motion: Ms. Larkin moved to approve the BFP Board Report as presented under the Consent Agenda. This was seconded by Mr. Rodgers, and without further discussion the motion passed unanimously.

Action Items

Mr. Doddy addressed the pending action items as follows:

February 24, 2022 Action Item Deferred

ACTION ITEM: Mr. Scarpelli will put together a team to include staff and board members for review of the current mission and vision statements. 3/24/2022 Mr. Scarpelli noted that this item is a work in progress. Board members will be asked to sit on the committee. 8/25/2022 Mr. Scarpelli would like to meet in person and hold a special ad hoc board meeting to brainstorm for a new spin on the mission and vision statement.

Mr. Scarpelli noted he would like to revisit the mission and vision statement since the agency has experienced tremendous growth and it has been many years since a deep dive review has been performed. Mr. Scarpelli expressed his concern with the decrease in board membership over the last 1.5 years. Ideally, he would like to build the board back up to a membership of 12 before developing a new mission statement. Mr. Scarpelli asked for board member comments.

Mr. Doddy concurs with the high board member turnover and he would like to focus on increasing board member capacity.

Dr. Malbran agrees with increasing board membership across the family of agencies with a cross pollination of information sharing and also to develop a review process.

Ms. Larkin indicated she would like to see less governance, more action steps, and an increase in board member involvement.

Bishop Clark shared the direction of the mission and vision should be mapped out in detail supporting the direction of the agency, then acted upon by utilizing board members time and talent. Actions are what brings the mission and vision to life.

Mr. Scarpelli would like to meet with members individually for input on how they see their role. Participatory boards are very important individually and collectively.

March 24, 2022

ACTION ITEM: Ms. Long asked member to submit their 2022 pledge form. She then requested members complete the annual required forms: Conflict of Interest Form, Affidavit of Good Moral Character, the Ethics acknowledgment and submit them to Ms. DeGennaro. 8/25/2022 Mr. Doddy addressed the importance of board member donations and how it opens opportunities for grant and state funding.

9/22/2022 Mr. Doddy reiterated the importance of full board participation.

August 25, 2022

ACTION ITEM: Ms. Larkin has a marketing strategic plan her organization uses and will send it to Ms. Skyrmes.

Ms. Larkin will follow-up subsequent to the September 22 board meeting.

CEO Board Report

The CEO Board Report was posted to the 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 as presented.

Board Committee Reports

Board Executive Committee: Mr. Doddy, Committee Vice Chair reported the committee reviewed two policies; the GOV002 Conflict of Interest policy and the specific language pertaining to vender contracts added by the Chief Legal Officer and GOV201 Signatory Authority. The committee is in agreement with the recommended changes as presented. The committee also reviewed the Salary Administration Plan, HR Policy, Board Annual Calendar, along with review of the board committee charters, which will be reviewed later on the agenda.

Finance Committee:

The BFP Family of Agencies Fiscal Year End 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. Mr. Austin reported the financials are consistent with the delays previously reported. Mr. Johnson provided an overview of the supplemental narrative as presented.

Board Recruitment Committee: Mr. Rodgers, Committee Chair reported he reviewed the resumes and applications for prospective board candidates Ms. Felicia Prince, Ms. Kristen Johnson and Mr. Nicklaus Bobertz. He recommends them for a seat on the proposed boards and board committees.

Motion: Mr. Rodgers moved to approve Ms. Felicia Prince for a seat on the BFP Board of Directors and for a seat on the Board Finance Committee, Ms. Kristen Johnson for a seat on the BFP Foundation Advisory Board and for a seat on the Board Recruitment Committee, and Mr. Nicklaus Bobertz for a seat on the BFP Foundation Advisory Board and for a seat on the Board Marketing Committee. This was seconded by Mr. Austin and without further discussion the motion passed unanimously.

Board Risk Management Committee: Mr. Doddy, Committee Chair reviewed Bishop Clarks background. He believes Bishop Clark is an excellent candidate for the Board Risk Management Committee due to his vast business and leadership experience. Mr. Doddy asked the board to entertain a motion to approve Bishop Clark for a seat on the Board Risk Management Committee.

Motion: Mr. Rodgers moved to approve Bishop Clark for a seat on the Board Risk Management Committee. This was seconded by Ms. Larkin, and without further discussion the motion passed unanimously.

Board Marketing Committee: Ms. Larkin, Committee Chair shared the Board Marketing Committee has been rescheduled to October 13, 2022.

New Business

2022-2027 Five Year Strategic Plan

The 2022-2027 Five Year Strategic Plan was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Dr. Holmes provided an overview of the five-year plan as presented.

Motion: Ms. Larkin moved to approve the 2022-2027 Five Year Strategic Plan as presented. This was seconded by Mr. Austin, and without further discussion the motion passed unanimously.

GOV002 Conflict of Interest

GOV002 Conflict of Interest was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy reported the policy was reviewed at the Board Executive Committee and they are in agreement with the statutes added and the recommended changes as presented.

Motion: Mr. Austin moved to approve GOV002 Conflict of Interest with the statutes added and the recommended changes as presented. This was seconded by Ms. Larkin, and without further discussion the motion passed unanimously.

GOV201 Signatory Authority

GOV201 Signatory Authority was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy reported the policy was reviewed at the Board Executive Committee and they are in agreement with the recommended changes as presented.

Motion: Mr. Rodgers moved to approve GOV201 Signatory Authority with the recommended changes as presented. This was seconded by Dr. Malbran, and without further discussion the motion passed unanimously.

Board Executive Committee Charter

The Board Executive Committee Charter was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy reported the charter was reviewed at the Board Executive Committee and they are in agreement with the recommended changes as presented.

Motion: Mr. Austin moved to approve the Board Executive Committee Charter with the recommended changes as presented. This was seconded by Mr. Rodgers, and without further discussion the motion passed unanimously.

Board Risk Committee Charter

The Board Risk Committee Charter was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy reported the charter was reviewed at the Board Executive Committee and they are in agreement with the recommended changes as presented.

Motion: Mr. Austin moved to approve the Board Risk Committee Charter with the recommended changes as presented. This was seconded by Bishop Clark, and without further discussion the motion passed unanimously.

Board Governance Committee Charter

The Board Governance Committee Charter was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy reported the Board Governance Charter is duplicative of the Board Executive Committee Charter. He noted board members will be consulted from time to time by the Board Executive Committee for their area of expertise. Mr. Doddy asked the board to entertain a motion to approve to merge the Board Governance Committee with the Board Executive Committee.

Motion: Mr. Austin moved to approve to merge the Board Governance Committee with the Board Executive Committee and board members will be consulted from time to time by the Board Executive Committee for their area of expertise. This was seconded by Ms. Larkin, and without further discussion the motion passed unanimously.

Board Finance Committee Charter

The Board Finance Committee Charter was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy reported the charter was reviewed at the Board Executive Committee and they are in agreement with the recommended changes as presented.

Motion: Mr. Austin moved to approve the Board Finance Committee Charter with the recommended changes as presented. This was seconded by Ms. Larkin, and without further discussion the motion passed unanimously.

Board Recruitment Committee Charter

The Board Recruitment Committee Charter was posted to the BFP Board Portal for review in advance of the meeting. No comments were expressed during the review period. Mr. Doddy asked for the board to entertain a motion to approve the recommended changes as presented.

Motion: Mr. Rodgers moved to approve the Board Recruitment Committee Charter with the recommended changes as presented. This was seconded by Ms. Larkin, and without further discussion the motion passed unanimously.

Motion: The meeting was adjourned.

Respectfully Submitted,

Laurie-Anna DeGennaro
Board Liaison

Approved by the Brevard Family Partnership Governance Board of Directors on October 27, 2022.