

CBC OF BREVARD
BOARD OF DIRECTORS
March 26, 2009 BOARD MEETING
MINUTES

Board Members in Attendance: Mr. William Ryder, Board Chair, Mr. Leo Roselip, Ms. Irene Burnett, Ms. Helen Voltz, Judge Kelly McKibben, Mr. Stockton Whitten, and Mr. Mel Broom.

Board Members Absent: Ms. Leigh Holt and Ms. Nancy Higgs (submitted letter of resignation)

Others in Attendance: Dr. Patricia Nellius, CEO, Mr. Chad Carnell CFO, Ms. Valerie M. Randall, Chief Personnel and Administrative Officer, Mr. James Carlson, COO, Ms. Debbie Davidson-Cook Chief Compliance & Utilization Officer, Mr. Steven Murphy, Devereux, Ms. Gloria Vines Wilkinson, Devereux, Ms. Teresa Miles, CHS and Ms. Stephanie Strodman, CBC of Brevard.

Mr. Ryder called the meeting to order and requested that those present state their names for the record.

Motion: Mr. Ryder moved to approve the agenda. This was seconded by Mr. Broom and the motion was passed unanimously.

Motion: Ms. Voltz moved to approve the minutes from the last meeting. This was seconded by Mr. Broom and the motion was passed unanimously.

Dr. Nellius introduced the guests for the meeting who would be making short presentations to the Board. The guests were Mr. Steven Murphy from Devereux and Ms. Teresa Miles from CHS. Dr. Nellius asked Mr. Murphy to address the Board. He indicated that he has been providing information about Devereux to many groups across the state and he was pleased to be able to speak to the Board members today. He provided a history of Devereux reminding the Board that the agency is almost 100 years old having been founded in 1912 as an agency for disabled children and adult. He reported that Devereux employed 6,000 employees nationally. Mr. Murphy stated that the national organization has approximately \$350M in revenue and that Devereux-Florida employed approximately 300 staff with a \$26M payroll. He discussed the Devereux-Viera campus where almost 200 employees work with 120-130 children of which approximately 1/3 are from Florida and many others are from California.

He then shared some of the Devereux initiatives that were taking place in Brevard County. These include:

- An initiative with FIT where a Memorandum of Agreement will be entered into to address educational and placement opportunities focusing on community training and how to best serve the needs of children with challenges.
- He also addressed an initiative with Health First which will be effective April 1, 2009 based on legislation that will now require autism to be covered as any other illness. Devereux will serve as the provider of choice for Health First on this issue.
- He also mentioned a pilot with Magellan to provide an in-home alternative for treatment and services instead of having the children removed from their home to out-of-home environments.

As Mr. Roselip had indicated he could not remain until the conclusion of the meeting, the Consent Items were addressed next.

Motion: Mr. Broom moved to approve the items listed in the Consent Section. This was seconded by Ms. Voltz and the motion was passed unanimously. Items included were:

- Board Report
- Board Data Report
- Staff Retention and Engagement Targets
- Revised Crisis and Media Communication Policy & Procedure
- Revised Board Donation Policy
- Revised CEO Performance Evaluation Policy

The next item presented was the new Brevard Family Partnership logo. Ms. Burnett, the Branding Subcommittee Chair requested that the Board approve the new logo which had been presented.

Motion: Ms. Burnett moved to approve the new logo design. This was seconded by Mr. Roselip and the motion was passed unanimously.

Judge McKibben then was asked to provide a report from the Board Nominating Subcommittee. Judge McKibben reported that the subcommittee had convened on March 18th to review a nomination of Mr. Samuel Gutierrez. She indicated that Mr. Roselip had met with Mr. Gutierrez and was supportive of this candidate. She provided some details of Mr. Gutierrez's work background and his significant community involvement as well as that he is an adoptive parent. She recommended that Mr. Gutierrez be approved as a new Board member pending the results of his background screening which she indicated should not pose a problem as he has security clearance to work at the Cape.

Motion: Ms. Voltz moved to approve the new Board member pending background results. This was seconded by Ms. Burnett and the motion was passed unanimously.

Judge McKibben also indicated that the Nominating Subcommittee had reviewed the current Board Member Recruitment policy and felt it was an effective tool. She reminded the Board that with the recent resignation there were two (2) seats to fill and she encouraged members to share this information with individuals who would be interested and who would have needed skills to be added to the Board. She indicated that those interested could be referred to the Agency website for additional information and the application

Dr. Nellius then reported on the Magellan Partnership which is the pre-paid mental health service partnership in which CBC of Brevard is a member with approximately 16 other CBC's state-wide. She reminded the Board that the partners had agreed to develop a risk pool of \$1M. CBC of Brevard has received \$46,000 from last fiscal year as an asset which will be returned to the Partnership as CBCB's allocation to fund the risk pool and she expected that another surplus amount would be realized at the end of this year which in part or in total would also be returned to fund the risk pool until the threshold is met.

She distributed the materials which had been received the evening before for the Board to review over the next five (5) days. She also indicated that some of the language the Agency's attorney had suggested had not been included, but that she had forwarded the new document to the attorney to review and provide any additional feedback. There was further discussion on whether the risk pool was trust, how the funds would be invested and returned. Dr. Nellius indicated that these details are still being vetted through with the Partnership.

The next item was the letter from Mr. Whitten requesting an exemption from the mandatory eight (8) of 10 meetings during his "acting" role of County Manager.

Motion: Mr. Roselip moved to approve of Mr. Whitten's letter. This was seconded by Ms. Voltz and the motion was passed unanimously.

Mr. Ryder announced that Ms. Higgs had resigned. The Board then addressed the need to replace the Vice Chair position.

Motion: Mr. Roselip moved to nominate Ms. Voltz as the new Board Vice Chair. This was seconded by Mr. Whitten and the motion was passed unanimously.

Ms. Teresa Miles was then asked to address the Board and present CHS. Ms. Miles distributed a document outlining the key initiatives and programs of CHS-Florida. She indicated that there are 14 divisions of CHS-Florida and one (1) is in Brevard County. She did indicate that there are CHS locations across the Country with which CHS-Florida is associated but is not a part of. Ms. Miles then spoke about each of the key focus areas which are operational in Brevard County:

- Healthy Start
- Behavioral Health/Targeted Case Management
- Dependency Case Management Services
- Hacienda Girls Ranch
- Transitional Living
- Foster Homes – both traditional and Medical
- Adoption Program

Ms. Miles reported that at the beginning of transition there were 45 girls in residence at Hacienda and today that number has decreased to eight (8) which she said spoke to the System of Care in Brevard and the excellent relationship that exists with CBC of Brevard and the other system partners. She indicated that due to the decline in residents that the administration and staff from other programs would be relocating to the Hacienda site which will significantly reduce the rent that is being paid on the current administrative site. She remarked that she appreciates the very positive and collaborative relationship with CBC of Brevard and that this is not a relationship that exists everywhere in the State.

Mr. Ryder commented that the relationship and leadership provided by CHS, Devereux and Dr. Nellius is excellent which helps to make CBC of Brevard the best in the state.

Dr. Nellius then addressed the revisions to the Board Annual Calendar. As she will be out of town on the May and June scheduled dates, she proposed the May meeting occur on May 14th and the June meeting be held on June 18th.

Motion: Ms. Burnett moved to approve the new dates of May 14 and June 18. This was seconded by Ms. Voltz and the motion was passed unanimously.

The next item was the COA presentations by Ms. Debbie Davidson-Cook. She reminded the Board members that the COA site visit would occur on June 29 and June 30 and that the COA representatives would be meeting with members of the Board as well as CBC of Brevard staff members. She indicated that everyone had done an excellent job preparing for this activity and she felt confident that the Agency would fare well.

Ms. Davidson-Cook then presented the COA Financial Standards and PQI Standards for the Board and provided handouts of each presentation. At the end of the presentation Ms. Davidson-Cook was recognized for her efforts in leading this critical initiative for the Agency.

Dr. Nellius then informed the members that at the April meeting each member would receive a COA binder for their reference which would include the narratives and relevant policies and procedures that they have approved over the past months in preparation for the site visit.

Mr. Carnell then provided the most current financial statements to the Board. He identified that a number of journal entries were included on these statements where certain funds were allocated to appropriate funding

sources. He indicated that the previously identified deficits were able to be covered by current surplus in other lines and that the projected mid-year surplus was being addressed in the spend down plan for the Agency.

Dr. Nellius then expressed appreciation to the board members for their donations to the Agency. Discussion took place about the contributions made through United Way and the delay in receiving these due to administrative considerations.

Mr. Ryder then spoke about the recent "exhibit" from Child Welfare Legal Services and the impact this would have if it were to be implemented in Brevard. He remarked that the exhibit "as written" is frightening and that the child welfare legal would have all the decision-making authority while the CBC's would have all the risk. He mentioned that the Secretary was conducting a meeting with the CBC Board Chairs and that both the CBC's and their Board Chairs were in strong opposition to this exhibit. He indicated that based on his communications with DCF that the exhibit will not stand as written. Judge McKibben provided some history on Child Welfare Legal Services from her time in the role and that she was concerned as well. It was reported that in Miami and Fort Lauderdale that the exhibit as written was being implemented, but in other areas this was being discussed on a case by case basis.

Mr. Murphy interjected that a meeting had taken place and that this will be addressed on a Circuit basis and not implemented from the top. Mr. Ryder stated that the attorneys have no direct knowledge of the cases of the children and must rely on dependency case managers and CBC of Brevard staff and the Guardian Ad Litem for relevant and specific information on each situation. Ms. Burnett commented that if this exhibit was implemented it would result in the Agency not being able to do its job. Judge McKibben agreed and indicated that this must be a collaborative effort with those who have relevant information and the legal perspective.

Dr. Nellius indicated that she had always thought that the legal service should be integrated into the System of Care to ensure seamless continuity of information and decision-making and had wanted to conduct a pilot of this approach in Brevard. Mr. Murphy suggested that this was a good approach and as a quasi-governmental agency it might be a viable consideration.

Dr. Nellius then reminded the board that Dr. Munoz from AED in Washington, DC would be the guest at the next meeting in April.

Motion: Mr. Broom moved to adjourn the meeting. This was seconded by Ms. Voltz and the motion was passed unanimously

Respectfully Submitted,

Valerie M. Randall
Recording Secretary

Approved at the Board of Directors meeting April 23, 2009