

MINUTES
ASSET Administrative Team
May 1, 2019, 12:15 p.m.
City Church, 2400 Oakwood Road, Ames IA

The Analysis of Social Services Evaluation Team (ASSET) Administrative Team met at 12:15 p.m. at City Church, 2400 University Boulevard, with the following members present: Keith Hobson, Jean Kresse, Lisa McCoy, Brian Phillips, Deb Schildroth, and Karla Webb.

APPROVAL OF APRIL 3, 2019 MINUTES

Moved by Schildroth, and seconded by Kresse, to approve the April 3, 2019 minutes. Motion approved unanimously.

TREASURER'S REPORT

There was not a Treasurer's Report.

NEW BUSINESS

Lectio Plan – Next Agency Update – Ms. Kresse said Malai Amfahr is waiting to hear back from Boys and Girls Clubs regarding the invitation to participate.

Policies and Procedures and Reference Manual – The team reviewed the proposed changes.

Survey – The group reviewed survey results received by the Administrative Team for the survey sent to agencies regarding volunteer usage. Discussion ensued regarding responses received. Mr. Hobson asked how many agencies use the Volunteer Center of Story County (VCSC). The team reviewed the results of the survey and information received. It was discussed that a plan to help agencies recruit needed volunteers is needed, as recruitment of volunteers is the most important.

Mr. Phillips said a year ago, the focus of VCSC was unknown. He said as the focus became more clear, direction went forth about being focused on the ASSET priority of helping agencies recruit volunteers. Discussion ensued regarding the need for volunteer recruitment. Mr. Phillips suggested requesting a plan in the form of a Request for Proposals (RFP) asking for an agency to coordinate volunteers for agencies. Mr. Hobson said the Board member at the hearing last year said he understood ASSET's desire and the need for VCSC to align. Ms. McCoy said about 13 agencies that say they are working with VCSC, and about ten of those are regularly using VCSC.

Discussion ensued on the effectiveness of the VCSC website and advertising in the Ames Tribune. Mr. Hobson said some agencies using VCSC still have the desire to have their own volunteer coordinator. Mr. Phillips said VCSC activities have a tenuous connection to ASSET priorities.

Mr. Phillips suggested requesting directly what ASSET wants for services provided with a deadline for a plan moving forward. Mr. Hobson said that wouldn't mean they can't do other initiatives, rather other funding would need to be sought.

Discussion ensued regarding next steps.

Healthy Life Center Update – Ms. Schildroth said the City is working on bond referendum language. Mr. Phillips said a special elections law change may be coming, so the election date may be different.

Draft ASSET Agenda – The agenda was reviewed.

Liaison Assignments – The document was updated.

OLD BUSINESS

Ms. Kresse noted that several agencies are not uploading their minutes. An email will be sent with a deadline for all minutes submitting, referencing the ASSET Policies and Procedures requiring the minutes.

ADDITIONAL ITEMS/ CONCERNS

Ms. Schildroth said Executive Director Arlene McAtee at MICA will be retiring August 9th after 42 years at MICA. A search for her replacement is beginning. She said MICA was recently notified that North Grand Dental in Ames is no longer accepting Medicaid patients and have referred them to the MICA Dental Clinic. MICA expects that to keep happening.

Ms. Kresse said Christy Boyle is the new CCJ Executive Director and that ERP has not announced a new director yet.

Ms. Webb said NAMI is still looking at the old Red Cross building. They are looking into building adjustments needed.

Ms. Kresse said the letter of intent will be due in June for the UWSC Capital Improvement Grants for ASSET funded agencies. She said these grants are made possibly by City funding.

Ms. Webb discussed changes with CICS funded agencies that will no longer have to go through the ASSET process. Ms. Schildroth suggested that notification to the agencies come from Ms. Webb about the change. She said in that correspondence there could be reassurance that the funding is still there, it just wouldn't go through the ASSET process. Erin can then send something to all agencies with the update.

Ms. Schildroth said Central Presbyterian Church in Nevada is looking at adding air conditioning to the area that Boys and Girls Clubs occupies.

Ms. Kresse said BGCSC has submitted a proposal for safety padding in the gym and window modifications in the gym that would allow it to become a storm shelter (instead of bathrooms). The proposal didn't include moving bathrooms in the Club to the front for safety reasons.

Mr. Hobson said he is seeing agencies positioning themselves to receive matching funds from available funding opportunities.

Ms. Schildroth said HIRTA continues to have funding shortfalls with the challenges and loss of Medicaid funding.

ANNOUNCEMENTS/REMINDERS

- A. Next ASSET Administrative Team Meeting – June 5, 2019 at 12:15 p.m. (United Way)
- B. Next ASSET Meeting – May 9, 2019 at 5:00 p.m. (City Church)
- C. New/Expanded Service Forms Due – May 24, 2019
- D. Letters of Interest for Potential ASSET Agencies Due – June 3, 2019

ADJOURN

The meeting adjourned at 2:32 p.m