

# Minutes

ASSET Administrative Team

March 5, 2025 @ 12:15 pm

United Way of Story County @ 315 Clark Ave, Ames, IA 50010

In Attendance: Meeting was held virtually due to inclement weather. Amy Shaw, Ron Smith, Pa Goldbeck, Brad Hill, Linda Hagedorn, Becky Harker, Sandra King, Ashley Thompson, Jenny Schill

Guests: YSS; Andrew Allen, Katie Ranney, Payton Bartkus, Aaron Bloss, HIRTA; Julia Castillo and Brooke Ramsey

## **Approval of February 5, 2025, Minutes**

Hill motioned to approve the February 5<sup>th</sup> minutes, seconded by Hagedorn. Motion passed unanimously.

## **Treasurer's Report**

Smith reported the current balance is \$2,107.93.

## **Old Business**

### **Homelessness Action Plan Update**

Goldbeck reported that Analytic Insights is continuing data collection this week. Dr. Flowers will present her preliminary report in early April. The final presentation will happen in late April.

## **New Business**

### **ChildServe**

ChildServe did not attend the meeting but will communicate with Funders directly for additional funding request.

## **YSS (12:30)**

Allen and his team attended the meeting to discuss their mental health program and seek clarification on how they can draw down the sequestered funds for the next fiscal year. Thompson explained that ASSET would like to better understand the method of delivering this service and how open appointment times work. Allen explained that YSS' funding model isn't a typical business model, but a grant model. When a grant runs out the funding runs out, but they can bill insurance or the region for some services. The crisis slots they offer are reserved for people that aren't covered through private insurance or the region.

Allen explained that there was a lack of promoting these crisis slots, which caused the draw down of these funds to not be as utilized as possible. Bloss talked about how YSS could better promote awareness of this service to Ames and Story County and acknowledged they have not promoted these crisis slot as much as they could and should.

Thompson stated that the question has come up that it appears that ASSET is paying for open appointments, and asked if these dollars would be better utilized to fund other services? Allen stated that if this program is working properly, most of the slots would be filled and insurance would be billed, but YSS would hold, for example, ten slots open to ensure that if someone called in crisis there would be an appointment available. ASSET funds are utilized to pay for the therapist during those slots

that are held open. Hagedorn stated that the issue seems to be a therapist shortage problem rather than an issue of slot shortage. So, ASSET funding a therapist to provide the services that they are purchasing rather than paying for an open slot. Hill asked if there is a point in the day that YSS would start calling people on the wait list if appointment slots aren't filled that day.

Thompson stated that next step could be to revisit in a few months after YSS does additional promotion. Goldbeck is in support of this. Allen will send Schill a high-level outline of their plan for promotion over the next three months.

#### **HIRTA (1:00)**

Thompson explained that the Admin team has asked HIRTA to join this meeting to have a conversation about the sequestered HIRTA funds. ASSET agencies are required and expected to participate in the ASSET process and the commitments to the funding process. HIRTA was absent during two important parts. Castillo apologized that HIRTA did not participate at the level they should have been. Castillo stated that with their technology update there has been some changes in the data they are collecting from their riders.

King stated that for outcomes reported in Scorecard, ASSET needs it to be closer to what was being reported before the change. Castillo responded that they do have an annual survey and some of this data was asked that couldn't be collected through the app. Castillo believes that this is one way to collect the data that ASSET is looking for. Ramsey stated that their industry doesn't require collecting this data and none of the technology used to collect data includes it. Mundel asked about other data points that HIRTA has to collect for other funders.

Thompson stated that ASSET is committed to working with HIRTA to work toward collecting data funders are requesting. However, ASSET has had difficulty receiving data from HIRTA in a timely manner over the last few years. Thompson asked if HIRTA is able to commit to deadlines going forward. Castillo replied that they are able to commit to this and to meeting the ASSET requirements.

King stated that with funds decreasing over time the need for data and meeting deadlines is important to show the evidence for funding these services. King would like to explore the conversation with HIRTA on how they might be serving the unhoused population outside of this meeting. Castillo stated that she is happy to keep this conversation going with the County. She also stated that she and Ramsey are committed to working with ASSET Funders to get on the same page on what data to collect going forward. They will also send some date/times to Mundel to schedule a meeting to work on data points for Scorecard.

#### **Plan for Annual Review of Reference Manual**

This happens in June/July and goes to the ASSET board then.

#### **Plan for Annual Review of Policies and Procedures**

This needs to be updated to discuss with ASSET board in May. Afterwards, it will be presented to each individual Funder board for review and approval.

#### **Plan for Annual Review of Administrative Assistant Manual**

Funder staff have started this review and will continue to make changes as necessary.

**Plan for Review of New Agency Application & Expanded Services**

Hill asked if we need to have legal review this document with the new legislation from the State? King stated that legal hasn't reviewed it in the past and doesn't think they need to.

These documents need to be ready to be approved at the April Admin meeting. Schill will send both documents out with track changes on for Funder staff to review.

**Agency Correspondence – FY 25/26 Calendar (update locations) and Submit Required Documents**

Schill will send out the updated calendar with meeting locations to agencies with a reminder about the documents that need to be submitted as participant in the ASSET process.

**Clear Impact Scorecard**

Mundel reported that new agencies or agencies with new services are in the process of meeting with her to identify their data points for Scorecard. Mundel asked Funder staff to let her know if there are specific performance measures they want to have included.

**Additional Items/Concerns**

Smith restated that the open slots held at YSS is on call pay and not appointments. He remarked that crisis is 24/7.

Adjournment at 2:00pm