

MINUTES
ASSET Administrative Team

June 6, 2018, 12:15 p.m.

United Way of Story County, 315 Clark Avenue

The Analysis of Social Services Evaluation Team (ASSET) Administrative Team met at 12:15 p.m. at United Way of Story County, 315 Clark Avenue with the following members present: Jean Kresse, Tim Lubinus, Lisa McCoy, Brian Phillips, Deb Schildroth, Matt Soderstrum, and Karla Webb.

APPROVAL OF MAY 2, 2018 MINUTES

Moved by Schildroth and seconded by McCoy to approve the May 2, 2018 minutes. Motion approved unanimously.

TREASURER'S REPORT

Ms. Fullerton was absent.

NEW BUSINESS

Committee Report Out – Volunteer Center of Story County (VCSC) – Ms. Kresse said that a small committee met after last month's meeting to further discuss the client statistics reported by VCSC. It was discussed that there are approx. 199 partner agencies to VCSC. Discussion ensued. The team agreed to ask the further questions of the VCSC to gain more information. The list of partner agencies, most recent postings and jobs listed, how the VCSC finds volunteers, and information on how it serves the 199 partner agencies will be requested. Ms. Kresse said the team that met agreed that the purpose of supporting the VCSC is to prevent 199 volunteer coordinator positions being supported by the agencies.

Ms. Kresse said these questions will need answered before the next administrative team meeting so the discussion can continue regarding client statistics and outcomes. Mr. Lubinus said he wishes the VCSC could find out if registered volunteers actually participate in the event they register for. Ms. Kresse said to have this information the agencies would need to report to VCSC. Discussion ensued. Mr. Phillips suggested asking the VCSC for ideas on how this information could be collected. Ms. Kresse said if \$81,000 from ASSET is going only toward a database, then that's very costly. Ms. Schildroth said the team wants to know if this is the direction VCSC wants to continue. It was also noted that if ASSET funding does not go toward VCSC-sponsored events, then those events should be reported under ABF 4 (Non-ASSET Funded Services).

Mr. Phillips said it's similar to Childcare Resource and Referral, which ASSET funded to provide a resource for similar providers. Mr. Lubinus said instead of fixing something, maybe ASSET could request a certain service and then the agency can decide if it can be provided. Mr. Phillips said ASSET hasn't made clear what it wants in the past. Ms. Schildroth said the service started out as a service where ASSET knew what it was getting, but it may need realigned after time has passed. Mr. Phillips said the agency would need to be willing and able to make that shift, and wondered what the appropriate amount of time to get it shifted would be.

Ms. Schildroth said if a change is made the budget deadline could be extended. Mr. Phillips said the Funders need to be kept apprised of what the Administrative Team wants to see happen. Mr. Soderstrum asked what percentage of the VCSC budget ASSET funds. Ms. Kresse said at least 2/3. Mr.

Soderstrum said they don't provide services toward funder priorities directly. Ms. Kresse said the additional questions need answered first so the discussion can continue. Ms. McCoy asked how the discussion went at the May meeting. Discussion ensued.

Ms. Kresse said the audit received has some information she would like to see discussed further with Board members. Ms. Webb asked if there is corrective action listed. Ms. Kresse said it was stated that the Policies need followed. Ms. Schildroth said if there are situations that need rectified, it is important to know the involvement of the Board of Directors. It was noted that this could happen outside of the regular Administrative Team Meeting.

Mr. Lubinus said receiving the information requested is the first step, but more information may be needed to ensure ASSET is receiving the service being purchased. Mr. Phillips asked about the definition of the ASSET service "volunteer management" and said anything being provided beyond that should be included on the ABF 4 form. Discussion ensued on how the VCSC sponsored events fit into that definition. Mr. Phillips said ABF 5(O) on the question regarding outside impacts that could impact services the VCSC stated that reduced funding could reduce the recruiting of volunteers for agencies and the priority would be placed on VCSC-sponsored programs).

Mr. Phillips said ASSET has an obligation to contact the VCSC that the note is on the bottom of the form that it was meant specifically for the Board/ management of VCSC and to make sure the Auditor knows it was released to funders.

Mr. Lubinus said a time frame should be set up. It was noted that questions will be sent out and received back before the next admin team meeting.

The team agreed to ask VCSC director and Board Chair and Board Treasurer to meet before the next admin team meeting to discuss the recently received audit. Erin will email the VCSC to alert them that the audit has a note on the letter that it was not intended for anyone else's view and ask for times that the Board chair and Board treasurer could meet with Administrative staff.

Notices of New/ Expanded Services: Ms. Kresse said the UWSC volunteers asked that the vetting system be better for new/expanded services because the funding decisions can be so challenging in January. Mr. Lubinus addressed duplication and funder priorities. He said that volunteers will try to compromise the funding so everybody gets something, and that isn't the goal. Ms. Kresse said with the Community Impact Director leaving, the Clear Impact Scorecard is placed on hold, but when that is being kept up to date it will be a tool that can be used to determine programs with successful outcomes.

ERP – Rapid Re-housing – Discussion ensued on the new service. Questions were finalized to send to Executive Director Carrie Moser for clarification. After the answers are received the team will make a decision.

Friendship Ark – Daily SCL – Discussion ensued on the new service. Questions were finalized to send to Executive Director Jennifer Ellis for clarification. After the answers are received the team will make a decision.

MICA – Nevada Head Start Preschool Program – The team reviewed the request. It was decided to invite Carrie Soddors to the next administrative team meeting to answer some questions about the program.

Mainstream – Enclave – Ms. Webb said Mr. Ambrose contacted her about the form. The Medicaid rate has decreased so Mainstream’s costs are not covered. Ms. Schildroth said the waiting list may be growing. It was noted that ASSET cannot supplement Medicaid. It was decided that since it’s not a new service or an expansion, Mainstream can make a request in the fall.

HSS – Meals on Wheels – The expansion was discussed. The group had questions about how the individuals under 60 were supported in the past and how HSS began providing the service to this population. It was decided to invite Executive Director Nancy Carroll to the July administrative team meeting to answer some questions.

ACCESS – Violent Crime – Ms. Schildroth said it sounds like this might be 90 days of case management. Ms. Kresse wonders why the attorney general’s office isn’t providing a larger percentage of the budget.

Moved by Kresse and seconded by Schildroth to approve Violent Crime as a new service. Motion approved unanimously.

ACCESS – Emergency Crime Victim Housing – Ms. Schildroth said some of the clients use Rapid Re-housing program. The team wondered what the difference is. It was decided to invite Executive Director Tess Cody to answer some questions at the next administrative team meeting.

HIRTA – Vanpool – Ms. Schildroth said HIRTA presented at the Story County Board of Supervisors meeting yesterday. She told the group that HIRTA is experiencing a loss in ridership because of the Medicaid changes as well as higher costs in gas and maintenance of the fleet. The Board of Supervisors approved HIRTA’s request to increase the rate by over 70%, to \$32.09 per ride for the dates December 2017 through June 2018. A similar request will be before the Board of Supervisors in July for FY 19. HIRTA had a board meeting last week and discussed a \$500,000 shortfall so they will be looking at layoffs. In preparation for the 2019/20 budget, HIRTA is looking to cut \$900,000. The HIRTA board has a small committee of members to work with Julia on budgeting and forecasting.

It was discussed that the need for a vanpool service was not well documented. Discussion ensued. The service was not approved.

Boys and Girls Club – Teen Site – Discussion ensued regarding the updated request. It was noted that ASSET wasn’t aware of the fundraising initiative approved by the Board in December. Last year’s discussion was noted. It was questioned where they will get the additional \$55,000. Mr. Lubinus asked if a sliding fee scale is appropriate. Mr. Phillips asked how this plan aligns with the strategic plan and how the need was determined. It was decided to invite Executive Director Erika Peterson to the July 11 administrative team meeting to discuss the service.

211 Updates – This subject will be tabled until the July meeting.

Outcomes of meeting with YSS, City, County and CICS – Mr. Phillips said he reached out to YSS Executive Director Andrew Allen about whether YSS had clients in outpatient treatment that could be eligible for drawing down funds and also asked him to consult with his staff regarding how ASSET would fund mental health services without supplementing Medicaid. Mr. Allen proposed two options: crisis walk-in appointments and care coordination. Mr. Phillips asked for thoughts from the group on the

options proposed. It was noted that the “crisis” appointment is more of an urgent need and the most a client would wait is two days. The appointment would be set aside. Mr. Phillips said he would like to take this to City Council to inform them how it would work. The only other provider using the service code is Eyerly Ball.

Service coordination was discussed. Ms. Webb said she is unsure on the care coordination option, and wonders if the Medicaid rate that is set is comprised of these duties. Moved by Schildroth and seconded by Kresse to recommend to funders the proposed Crisis Appointments option for the current year and beyond for YSS. Motion approved unanimously.

Supported Employment Services Update – Ms. Webb said Progress Industries has been providing Supported Employment Services in Story County. Progress Industries provided notice that their Supported Employment office will be closing in Ames by June 30, 2018. She said Genesis Development and Optima Life Services are willing to expand their services to make up for the loss. She said 50 clients will be affected and transitioning. Five are funded by CICS.

Crisis Stabilization/ Transitional Living Center Update – Ms. Webb said things are moving along. Ms. Schildroth said this is the effort involving Mary Greeley Medical Center (MGMC), Story County, and CICS. She said the Board of Supervisors awarded the bid to Two Rivers Group. A preconstruction meeting is scheduled later in the week. MGMC will take over the lease July 1, 2018 and services will begin in September. Ms. Webb said CICS is reimbursing Story County up to \$225,000 toward the remodel.

Letter of Intent from Creative Counseling – Discussion ensued about the letter. It was determined that a full application will not be accepted. Eyerly Ball is currently the designated Community Mental Health Center and Community and Family Resources is the local substance abuse agency receiving the Iowa Department of Public Health funding to offer substance abuse services in Story County. It is possible that a contract outside of the ASSET process could be considered with the Central Iowa Community Services Region for mental health services.

Moved by Kresse and seconded by Schildroth that ASSET not to accept a full application for the above reasons. Motion carried unanimously.

Discussion ensued on how to evaluate services, old and new, to make sure the services funded are making an impact. Mr. Lubinus said something may need added to the process to address this. Ms. Kresse said the Scorecard is part of the answer but part of the answer is keeping agencies accountable. Ms. Kresse said it is a gradual process. Mr. Phillips said there should be one more opportunity for the Funders to get together to discuss these things. Mr. Phillips said council members would love to know more about the ASSET process. The group concurred. It was noted that it needs to be scheduled soon and it will be an open meeting. Mr. Lubinus said ASSET could do better than just giving a 3% increase. Mr. Phillips asked how ASSET can get to the point where it could fund a new program that would have major impact at \$100,000 if there was a program that was going to have a big impact. Mr. Lubinus said maybe the Funders could recommend a modified process. Mr. Phillips said maybe that could take place at the September meeting this year and then in following years add something to the calendar in the spring every year.

ANNOUNCEMENTS/REMINDERS

- A. Next ASSET Administrative Team Meeting – July 11, 2018 at 12:15 p.m. (United Way)
- B. Next ASSET Meeting – August 9, 2018 at 5:00 p.m. (City Church)

ADJOURN

The meeting adjourned at 3:40 p.m.