

**MINUTES**  
**ASSET Administrative Team**  
August 2, 2017, 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: Seth Carter, Liz Hertz, Jean Kresse, Tim Lubinus, Brian Phillips, Deb Schildroth, Matt Soderstrum, and Karla Webb.

**APPROVAL OF JULY 5, 2017 MINUTES**

Moved by Schildroth and seconded by Webb to approve the July 5, 2017 minutes. Motion carried unanimously.

**TREASURER'S REPORT**

A balance of \$4,488.35 was reported.

**NEW BUSINESS**

Ms. Schildroth distributed copies of her questions regarding the new/expanded services submitted. She also told the group that legislation was passed last session that prohibits counties from funding mental health/disability services out of other county funds such as the General Fund, so those services must go through CICS. She said the legislation will be revisited next session. Ms. Schildroth said the new/expanded services that would be eligible for Story County funding are LSI's Parents as Teachers, Boys and Girls Club, and YSS's Summer Enrichment. She said the County did allocate funding for this fiscal year for School Based Mental Health Service and is working with LSI to fund training for the therapists since the County is unable to fund the direct service.

**All Aboard for Kids** – All Aboard for Kids offers an annual 6-week summer enrichment program for all children entering grades K-7, with special accommodations provided for children on the autism spectrum and related developmental disabilities. Our program curriculum is designed and implemented by certified educators, with the help of experienced support staff, to cultivate and enhance the cognitive, motor, and social skills of all clients.

Mike & Lisa McCarty entered the meeting. Ms. McCarty described her family. She said they have five children, three of which are autistic. She said they have been searching for summer programming for the last five-six years and there isn't much available, so for the last four years they have been contemplating starting a program. Ms. McCarty told the group last year was the first year of the program. Mr. McCarty said what they discovered was that autistic children aren't able to participate in normal summer activities the way that typical developing children are. Mr. McCarty said taking part in normal programming can cause anxiety and behavioral issues that makes participating in typical summer activities very complicated. He said through the school year, their children really enjoy the structure and knowing what comes next, which helps relieve anxiety. When summer comes and there's an abrupt change in structure, it can be very stressful. Ms. McCarty concurred, and said the break from the school year and having more free choice is good, but too much free choice can be bad. Mr. McCarty said their children have tried ChildServe's program for children with special needs, but the program didn't have many ability-appropriate activities, and they have also researched Camp Courageous in eastern Iowa, but it is expensive and not local.

Mr. McCarty said a camp in Manhattan, KS has created something like what the McCarty's are envisioning for K-12 students and is in its seventh year. The camp operates at three facilities. Ms. McCarty said she, along with a head teacher from All Aboard for Kids went to visit that camp and it was fun to see a camp at that stage, and knows it's possible here also. She said their program is K-7 so far, as they know middle school boys have very different needs as puberty, depression, and other behaviors become factors, so it was great to see how another place was dealing with those issues and then conclude that it is possible.

Ms. McCarty said it's very important they collaborate with the community. They have made some contacts at ISU and are looking into ways to develop more relationships with instructors and graduate students. Mr. McCarty said there's no turn-key way to create effective programming so they are creating it to include a structured time with a schedule that includes cognitive engagement, but mostly social and communication activities and a focus on relationship development. Mr. and Mrs. McCarty shared their desire that the children in the program can be a part of the community and not fall through the cracks. They are trying to create a place for developing relationships with peers, both special needs and typically-developing children. Ms. McCarty said in Manhattan they have a nice mix for the younger groups, but the upper grades are mostly autistic children, but the children all know each other.

Mr. Soderstrum asked for the breakdown on numbers.

- 20 children this year (double last year's number)
  - 11 with IEPs at school, 9 of those which reported on 1:1 associate as part of the IEP.
  - 16 from Story County (11 Gilbert, 4 Ames, 1 Story City), 2 Boone, 2 Minnesota

It was noted that the program runs for six weeks, four days per week, in the mornings only. Mr. Soderstrum asked about funding sources. Ms. McCarty said funding has been received from the families, Story County Community Foundation awarded a grant of \$3,000, UWSC awarded a grant last year, Autism Society of Iowa gave a grant, IMT awarded \$500, and many private donations have been received. The fee is \$120 per week for each child. Ms. Kresse said if ASSET supports the program, ASSET would want to subsidize that fee for families that cannot afford the rate. Ms. McCarty said a sliding fee has not been used yet since they have not had the ability to offer scholarships to this point, but said that they are willing to create one.

Ms. Kresse asked if they had met with LSI or ChildServe to see about a joint program since a larger agency would be set up to receive Medicaid reimbursement. Ms. McCarty said she sat down with ChildServe general council and medical director, and their answer was absolutely not. She said she has also met with Melissa at Courageously Sports and she was all for pulling them in, but with just starting out they didn't want to relinquish control before beginning. Ms. Kresse asked what their involvement would be down the road once their children are older. Ms. McCarty said there's going to need to be more than just them running the program, so they need to draw more people in. She said the program in Manhattan, KS was started in part by a mother as well, and now her children are older so she has stepped back, and the program remains very successful.

Mr. McCarty said staff consists of head teachers who are certified instructors and their assistants that know how to work with the needs. The head teachers have invested themselves fully into the program. Ms. Webb asked about returning staff. Ms. McCarty said their head teacher last year moved, and of the four teachers this year, two will be back next year, and a support person this year wants to be head teacher next year so  $\frac{3}{4}$  of the positions are filled. There are six assistants this year, and three of them were returning. Ms. Kresse concluded it's a very staff intensive program. Mr. McCarty said yes, some of

the children can be explosive at times. Ms. Schildroth asked about the target population. Ms. McCarty said peer models and special needs children (autism or similar developmental disabilities) are the target audience. This year they had children with ADHD and Tourette's Syndrome and it became apparent they are not equipped for those. She said the focus is typically developing and autistic children, as they know there is so much that both groups can learn from each other. She said learning how to market the program to reach both audiences is still developing. She said this year typically developing siblings attended and were extremely helpful because they've seen everything and have the knowledge to assist.

Mr. and Mrs. McCarty left the meeting.

Moved by Kresse and seconded by Schildroth to recommend approval of All Aboard for Kids to the ASSET board. Motion approved unanimously.

Ms. Hertz asked if this service could be more of an educational program. Ms. Kresse said it's most likely in the income group now, but once measurements that can be obtained are identified, it could become more of an education service.

#### **New/Expanded Services**

**LSI/ Parents as Teachers** – Ms. Rasmussen entered the meeting. She told the group that LSI People Place offers Parents as Teachers (PAT), an in-home visiting program. She said they serve mostly Ames area clients, and are looking to expand outside of Ames. Outreach has not been needed so far, because they are trying to partner with agencies for things such as transportation to be able to provide this service beyond Ames. PAT focuses on school readiness, doing developmental screenings once per week for eight weeks and then ongoing as needed. Ms. Rasmussen said PAT did a substantially a higher amount of visits last fiscal year, and another full time parent educator is needed. A wait list has been started. Ms. Kresse asked if any other agency in Story County provides this service. Ms. Rasmussen said no, LSI is the only one. Ms. Kresse said she has worked with Amy, a parent educator as part of the Ames Reads program, and has seen that Parents as Teachers is a very impactful program. She asked how outreach would go. Ms. Rasmussen said they have started working more closely with DHS to partner with them on some families where there is risk but the children are still in the home and they are seeing good success with that. She said they have recently partnered with the Story County Sherriff's office and have brochures in the squad cars, have contacted the food pantries in Colo, Huxley, and Nevada, and are continuing more outreach while keeping in mind the maximum caseload. She said three new families have been enrolled in July, and a referral for one more was just received. She said they do foresee having a waitlist unless the service is expanded. An administrative team member asked about Huxley. Ms. Rasmussen said Huxley is very close-knit and trusting community and has many services so they are first concentrating on Nevada. One family is on the waitlist. It was stated that the program is for children prenatal through kindergarten. Ms. Rasmussen left the meeting.

Moved by Kresse and seconded by Phillips to approve the Parents as Teachers expanded service. Motion carried unanimously.

**ChildServe/ Respite, SCL, Day Health** – Rachelle Flory and Shawn Colb entered the meeting. Ms. Flory said the submitted form for Respite would be an expansion, as they had received funding for the service years ago, and chose to no longer request funds because State of Iowa waivers were paying for the service. Ms. Flory explained that since managed care companies have been administering services, there have been lapses in care. With help from ASSET, ChildServe could prevent some lapses in

care for families. Ms. Webb asked if the lapses are Medicaid related. Ms. Flory said there are four clients so far this month that cannot have services this month, two of which are due to paperwork not being submitted timely, yet the parents haven't even seen the paperwork. She said it would be best for the families if services could continue. Ms. Flory gave an example of a family that was getting funding through IME because they were getting COBRA insurance. They recently lost COBRA, so because they were on IME, now they must be switched to a managed care association. They were assigned United but didn't want United because their services were organized through AmeriHealth. Ms. Flory said ChildServe decided to provide the service anyway, but they will not get paid for that lapse. She said for the Respite and SCL expanded services submitted, ChildServe would like to see the lapses in care funded.

Ms. Kresse asked if ASSET covers the lapse, what will motivate the families to get the paperwork done or the take the next step if their care has not lapsed. Ms. Webb said the region funding would give a start date/ end date and funding amount, so if the family does not return things as requested they may lose funding. Ms. Flory said it takes about six months to get funding after the award of the waiver where it used to take one month. Ms. Flory said using this funding for scholarships to cover that initial wait time would also be great for both services. Ms. Webb told the group an individual was waiver eligible and has now lost their waiver, so it makes sense for the region to contract and meet some of those needs. Ms. Kresse asked about SCL for children. Ms. Flory said they work on social skills and personal cares either in their home, or integration into the community with like peers such as sitting during story time at the library, learning to ride CyRide, etc. Ms. Webb said Story County is unable to fund mental health/disability services at this time because of recent legislation, so it will be the region that could fund the service. She said she's going to ask during their regional meeting about adjusting the rules for SCL to include children, and that the region can fund Respite for children because that was grandfathered in.

Ms. Kresse asked about the Autism Day Health program. Ms. Colb said said the program is going in Johnston and they would like to bring it to Ames. The autism day health service, which serves children ages 2-6, consists of therapy based on goals and activities based on the STAR curriculum focusing on language and play skills. Ms. Kresse asked about area education agencies. Ms. Colb said there have been some partnerships with them and with the older children, mostly for referrals. She said they work closely with them during transitions such as preschool or kindergarten. Ms. Colb said Project IMPACT (Improving Parents as Communication Teachers) is for children 18 months to 18 years old and targets deficits in language, play, and social skills. Parents work on homework and receive coaching, and it becomes like a support group for the parent group. Mr. Phillips asked if there is enough local participation for the program. She said two to four families are started in the program at a time, and in Johnston there has never been a problem getting referrals. Ms. Flory said it will start in September for the first time and as the program begins, they hope it will grow. Mr. Phillips asked if they would have an idea by January how it is going. Ms. Colb said yes. Ms. Kresse asked if the Johnston program serves children in the summer. Ms. Colb said it does not. Ms. Flory said she had two meetings with the school districts last year to determine the needs. At the time, after school care was a big need, but ChildServe was just not sure how to pull that off. Because of their experience with preschool age, that's where there are going to start. Ms. Kresse asked if there is a sliding fee scale for the impact program. Ms. Colb said so far the parent portion has been covered by grant money, and this is the first year without grant money, so having a sliding fee scale is possible. Mr. Soderstrum asked if ASSET doesn't fund or partially funds the service what would happen. Ms. Flory said it will still go forward and the funding will be figured out. Ms. Flory and Ms. Colb left the meeting.

Moved by Kresse and seconded by Hertz to approve Respite. Motion carried unanimously.

Moved by Kresse and seconded by Webb to approve SCL. Motion carried unanimously.

Moved by Kresse and seconded by Carter to report to ASSET on the Autism Day Health program and to recommend waiting to consider this service until next year when data is available.

**LSI/ Respite** – Ms. Megan Tokheim entered the meeting. She said that an additional staff member has been added for the Respite service at LSI. This person will concentrate on recruiting and making matches. She said statewide, the provider shortage has caused them to go to deemed providers. Ms. Tokheim said the majority of respite waivers are the CMH waivers up to age 18, but some clients are adults. This is a statewide service for LSI. Mr. Soderstrum asked about the need and how they ascertained it. Ms. Tokheim said during the last year they have been overwhelmed with referrals but have not been able to get them started because they don't have enough providers. Ms. Kresse asked how they are covering the cost of the new position. She said the new position will be taking on 4-6 hours of direct care. Ms. Webb said CICS has interest in contracting with LSI for Respite services and can fund respite for children that are not Medicaid eligible or are in the process of being approved by Medicaid. Ms. Kresse asked if LSI is lacking providers for children. Ms. Tokheim said yes, they need more providers in general. Ms. Hertz asked about the difference between LSI and ChildService. LSI uses families to provide the respite in their home and ChildServe Respite is done with staff. Ms. Webb said if Medicaid is a funder the region cannot supplement it, but if they have a lapse in coverage or there is a wait period for funding the region could provide funding. Ms. Tokheim left the meeting.

Moved by Webb and seconded by Lubinus to approve Respite as an expanded service. Motion carried unanimously.

**Boys and Girls Club/ New location** – Erika Peterson entered the meeting. She said Boys and Girls Club is looking to add a second site to serve elementary school children. She said Harvest Vineyard has a significant amount of unused space that they are offering to Boys and Girls Club for \$500 per month. She said opening another site would enable them to serve 300 more children per year, or 100 children more per day and would allow the club to reduce the amount of elementary students at the main site and serve more teens. Most of the elementary students come from Mitchell and Edwards and this location is between those schools. She said the club has hit capacity two summers in a row, and hit capacity during the school year last year, which means they are turning kids away.

Ms. Kresse wondered when the service would begin. Ms. Peterson said the Harvest Vineyard location would not begin until next fiscal year. Harvest Vineyard said other organizations could use the space in the interim but it would be there when the Club is ready. It was noted that 25-50 children are coming daily from Mitchell and Edwards. It was asked if a percentage of the current funding would follow the kids to the new location. Ms. Peterson said she would need to do some calculations regarding that question. Ms. Kresse asked if there is a waiting list from those schools now. Ms. Peterson said there is not. Ms. Kresse asked what would happen if Boys and Girls Club received less than the projected \$95,000 from ASSET. Ms. Peterson said the Board wants to know there is sustainability, and wants to be able to maintain the new site if it opens. A sustainability report from the Board will be created this fall. Ms. Peterson said she hopes that 35-40% of the budget for the new site would be funded by ASSET, similar to the percentage of ASSET funding used to operate the main center. If less than requested is received, the start of the new service would have to be revisited. Mr. Soderstrum asked about fees.

Fees are \$25 per school year and \$50 for summer. Ms. Peterson said next summer the children that arrive between 8-10 a.m. would be an additional \$10 per day.

Ms. Peterson left the meeting.

Mr. Phillips asked if it's anticipated there would be two budgets submitted, or if the new site would be part of the existing budget. Ms. Kresse said she sees it as one budget until they separate elementary and middle/high school students. Ms. Kresse said Meeker school has a very large free/reduced lunch rate also. She said Mitchell/ Edwards students would go to that site and the other three elementary schools plus middle/high school students would remain at the main site. Ms. Kresse said their big fundraising event is in October. Mr. Phillips said they will need to know by January what it will take to get the program going for Fall 2018. Ms. Webb said she agreed. Ms. Kresse said it would be hard for ASSET to dedicate \$95,000 to a new program. Discussion ensued.

Ms. Hertz said it's been a discussion for a long time that Boys and Girls Club is at capacity at their main site. Mr. Soderstrum said it would be nice to know how many use the service. Mr. Phillips said he would like to see it approved and then have Boys and Girls Club spend the next couple of months working on how it can obtain more funding. Ms. Webb said they would need to show the money soon because of the upcoming ASSET budget cycle. Mr. Phillips said the City Council is always interested in knowing if clients are being turned away from ASSET services for lack of funding. Discussion ensued. It was mentioned that it would be helpful if Boys and Girls Club could come up with a plan for what will happen at different levels of ASSET funding since it's not yet known how much ASSET will recommend.

Moved by Carter and seconded by Phillips to approve the expanded service from Boys and Girls Club. Motion carried unanimously. Moved by Phillips and seconded by Hertz to indicate to Boys and Girls Club that it's the Administrative Team's expectation that they incorporate the second site into the overall program, inform the Administrative Team of the details of the sustainability plan as soon as it's developed, and that it is not likely ASSET could fully fund the program request at \$95,000 so would like to see how Boys and Girls Club can make it work at different levels of funding from ASSET.

**YSS/ Summer Enrichment** – Gerri Bugg entered the meeting. She said the Summer Enrichment program is being expanded. She said the program's purpose is to feed children during the summer months. Ms. Bugg said in Nevada the program was started with volunteers and it has grown to include Ames, and now has educational curriculum between breakfast and lunch. She said this spring YSS was approached by a staff person from Collins-Maxwell schools who said the program was needed there. Enough dollars were left in the program to pilot a four week program there this summer, and 81 children were served 1800 meals during those four weeks. She said if the program is expanded there would probably be even more children. Collins-Maxwell provided the transportation; Story County provided funding for food, and there were many activities. Ms. Bugg said the program cost \$18,000 just for the teachers. Mr. Soderstrum asked if there is other data being tracked in addition to the meals being served. Ms. Bugg said they track attendance and reading level maintenance which go hand in hand. Ms. Webb asked if it would be a four week program next year. Ms. Bugg said it would be six weeks next year. Ms. Hertz asked if this will come to ASSET as a separate program. Ms. Bugg said it would be an additional request under Summer Enrichment. Ms. Webb asked how free/reduced lunches are funded during the year. She said it's through the Iowa Department of Education. Ms. Bugg said if the program serves 50% or more free/reduced lunch students then they are reimbursed for all meals.

Moved by Hertz and seconded by Phillips to accept the expanded service. Motion carried unanimously.

**Scorecard Update** – This item was tabled until next month.

**Funder Priorities** – Story County and CICS priorities have been received. UWSC priorities will be considered by August 3, City of Ames priorities will be considered August 8, and ISU Student Government will have its first Senate meeting on August 21.

**Liaison Assignments** – The list was modified. ISU Student Government needs three new volunteers and Story County needs one more volunteer.

**Draft ASSET Agenda** – The agenda was amended as discussed.

#### **OLD BUSINESS**

**Crestview Mobile Home Park Update** – Ms. Webb said there was a Story County Board of Health meeting yesterday, August 1. Owner Brant Lemer was to demolish 15 trailers that were identified by the County. He had demolished 15, but not the specific 15 identified by the county. The County felt substantial progress had been made. Ms. Webb said they have received 13 applications for relocation assistance. Some residents are being accepted into other mobile home parks. Residents have until September 15 to move out, and if they are not moved out, Mr. Lemer's attorney will serve eviction notices. Ms. Webb said the Board of Health made a motion that all residents are to vacate the park by October 3, 2017. Mr. Lemer is to lay out a plan for vacating the remaining 47 mobile homes. She said the Board of Health has said that no intentional fires may be started by Mr. Lemer or his agents. It was noted that there was a fire out there that affected three mobile homes. Three fire departments responded to the fire. Ms. Webb said there are residents that have the title and taxes are up to date, there are residents that owe back taxes in order to get their title, and some are just renting.

#### **ADDITIONAL ITEMS/ CONCERNS**

Ms. Webb said she will be out of the office in September and if issues arise, Deb Schildroth can be contacted. CICS CEO Jody Eaton will be at the September ASSET meeting. Mr. Phillips will not be at the Administrative Team meeting in September either.

#### **ANNOUNCEMENTS/REMINDERS**

- A. Next ASSET Administrative Team Meeting – September 6, 2017 at 12:15 p.m. (United Way)
- B. Next ASSET Meeting – August 10, 2017 at 5:00 p.m. (City Church)
- C. ASSET Agency Training – August 16, 2017 at 2:00 p.m. (Council Chambers)

#### **ADJOURN**

The meeting adjourned at 2:56 p.m.