

MINUTES

ASSET & Joint Funders Meeting

September 14, 2017, 5:00 p.m.
City Church, 2400 Oakwood Road Church

The Analysis of Social Services Evaluation Team (ASSET) was called to order at 5:00 p.m. by Vice Chair Tim Lubinus at City Church, 2400 Oakwood Road, Ames, Iowa with the following members present: Eric Adelmund, Ann Campbell, Seth Carter, Marty Chitty, Kathy Dinges, Sue Draper, Evonne Fitzgerald, Mary Beth Golemo, Tony Hogan, Jonathan Kirner, Jean Kresse, Tim Lubinus, Lisa McCoy, Judy Meierkord, Dave Morris, Lauris Olson, Erika Peterson, Brian Phillips, Callie Sanders, Rick Sanders, Deb Schildroth, Jen Schill, and Jacob Zirkelbach. Also present: Shannon Bardole-Foley, Gloria Symons, and Josie Stahlin.

WELCOME/ INTRODUCTIONS AND NEW VOLUNTEERS

Introductions took place.

APPROVAL OF AUGUST 10, 2017 ASSET MINUTES AND JANUARY 19, 2017 ASSET & JOINT FUNDERS MINUTES

Moved by McCoy and seconded by Fitzgerald to approve the August 10, 2017 ASSET minutes. Motion carried unanimously.

Moved by Olson and seconded by Campbell to approve the January 19, 2017 ASSET and Joint Funders minutes. Motion carried unanimously.

TREASURER'S REPORT

A balance of \$6,888.35 was reported.

REPORTS

Joint Funders – Ms. Sanders reported that \$725,000 toward the \$2.2 million dollar goal has been committed after the United Way of Story County campaign kick-off. Ms. Kresse said 16 pace setter companies had their campaigns before August to get the campaign started.

Mr. Sanders said he appreciates ASSET volunteers and is thankful for this process, as it is very unique and beneficial to the community. He said he's excited for Story County to play a role in the housing trust fund, which will impact many communities that receive ASSET services. He also said Crestview Mobile Home Park is nearing the end of getting residents relocated. Mr. Sanders told the group this is the last meeting with Ann Campbell, as her term as mayor will soon conclude. The group thanked Ms. Campbell for her service to the City of Ames and Story County.

Mr. Chitty thanked ASSET agencies and staff. He told to group that the Board of Health is working with the owner of Crestview Mobile Home Park to close the park. He told the group that the Community Services office has been working with residents of the park to administer relocation funds (\$3,000 per occupied unit for qualifying expenses approved by the Board of Supervisors). He told the group that eight families will be moving out during the next week, and they expect to serve eviction notices to a few residents beginning Friday, September 15. The park should be unoccupied by the end of September and at the very latest in October. Mr. Chitty said the majority of mobile homes will be moved to Boone. We have developed many relationships through this, and look forward to discussing the successes in the future.

Ms. Olson said the housing trust fund was approved last week by Iowa Finance Authority. She said at that time there was still \$1,000 of the additional \$60,000 that needed raised but has been assured that the last \$1,000 was met. \$240,000 will be disbursed. She said the task force will transition to a board of directors. These funds will provide new funding for subsidies toward home ownership.

Mr. Phillips said on Tuesday night the City Council reviewed allocating funds for capital improvements for agencies. Ms. Kresse attended to provide information regarding United Way of Story County and its process. He said the City Council has outlined some guidelines to put in place for funding. The City of Ames will be approaching UWSC to allocate \$250,000 to UWSC and then funds will be disbursed through UWSC with their existing criteria as well as a few more that will be given by the City Council.

Mr. Carter said ISU Student Government has appointed its volunteers.

Administrative Team – Ms. Kresse said HIRTA will be having some community conversations. She passed around the flyer.

NEW BUSINESS

Liaison Assignments – Mr. Lubinus said volunteers get to interact with agencies through interviewing, attending board meeting, and then putting information into a report for the rest of the team. He advised the volunteers to remain after the normal business and learn about the details. He said scheduling the meeting with the agencies can be done now, and reports are due November 9, 2017.

ADDITIONAL ITEMS

Update on Clear Impact Scorecard (Shannon Bardole-Foley) – Ms. Bardole-Foley said UWSC wanted to set concrete goals in order to measure outcomes to show funders. UWSC desires to share with funders the difference being made in Story County with donor funds. She said she worked with each agency through the process to determine best outcomes for the agency. UW of Central Iowa is utilizing Clear Impact Scorecard already, so UWSC has learned a lot from what they've done. A couple agencies in Story County already have a scorecard through them.

Ms. Bardole-Foley said UWSC led the charge on outcomes, but appreciates how the City of Ames and Story County has come alongside to support the process. She said all agencies have entered data and are ready to begin reporting outcomes. Ms. Bardole-Foley told the group there is 119 ASSET funded programs and all but ten have data entered in scorecard. A few of those services are not United Way-funded, so there is a delay. Ms. Bardole-Foley reviewed a sample scorecard. She said there will be easy ways to incorporate requested information into the ASSET process. She said each scorecard is tailored specifically for each agency. Ms. Bardole-Foley said the most recent year of complete data is requested, so new services won't have numbers yet, and some measures may be new. Ms. Bardole-Foley said it would be nice to incorporate the scorecards into the ASSET budget request. She said she has heard a lot of good feedback from agencies on the reporting. She said most measures are specific to UWSC structure. She noted that if more data is desired, the scorecards can be updated since scorecards are fluid and can be changed as time goes on.

Ms. Bardole-Foley showed the group a sample agency scorecard. She said she can give volunteers access to the agency scorecards for liaison visits. Information can be looked at by agency or by program. It was noted that annual measures are most common but some measures are monthly.

Mr. Hogan said he appreciated the information for his agencies, and said the cleanness of the reports is so much easier to look at than the ASSET budget books. He said a challenge is that ASSET funds services

not agencies, but reports out by agencies, so it's hard to know what agencies are providing the same services. Ms. Bardole-Foley said the scorecards will be looked at by program measures, and cannot be grouped by service yet.

Ms. Peterson asked about the graphs that show multiple agencies. Ms. Bardole-Foley said that publically-available data can create graphs. She said agency data won't be available on the website. She shared her contact information for volunteers that wish to see scorecards for their agencies:

sbardole@uwstory.org/

(515) 268-5142

Ms. Dinges asked if all United Ways are engaging in projects like this. Ms. Kresse said each United Way measures successes differently. She said there is a lower per license fee when more use scorecard, so she sees that as increasing in the future. Ms. Dinges said some agencies conduct services in different counties and it would be nice to use the same measures when reporting to each county. Ms. Kresse said YSS was already part of scorecard in Polk County, but not every county has a United Way, and then of the counties that do, not all measure the same. Discussion ensued.

INFORMATION/ ANNOUNCEMENTS:

- A. Next Administrative Team Meeting / Review of Budgets: October 2, 2017 – 10:00 a.m. (United Way)
- B. Next ASSET Meeting: November 9, 2017- 5:00 p.m. (City Church, 2400 Oakwood Road)
- C. Liaison Reports Due: November 9, 2017

ADJOURNMENT

Moved by Fitzgerald and seconded by Golemo to adjourn at 5:44 p.m. Motion carried unanimously.

VOLUNTEER REVIEW AND TRAINING

<u>Item to Review</u>	<u>More information</u>	<u>Date(s) to Remember:</u>
1. AGENCY VISITS*	REF. MANUAL, P. 8-9, 27	complete by 10/31/17
2. LIAISON REPORT	REF. MANUAL, P. 9-13, 26	due 11/9/17
3. ASSET BUDGET FORMS (ABFs)	REF. MANUAL, P. 14-25	due 9/29/17
4. BUDGET HEARINGS	REF. MANUAL, P. 6	1/3/18, 1/4/18 (4:30 p.m.)
5. FUNDER PRIORITIES	VOLUNTEER PACKET, WEBSITE	

* At the December ASSET meeting, liaisons will share highlights of the agency discussions with the whole ASSET group so that all volunteers can come prepared to ask questions at the hearings.