

Minutes

ASSET Meeting

April 15, 2021

5:00 pm

Due to the COVID-19 Pandemic, this was an electronic meeting.

CALL TO ORDER

WELCOME/ INTRODUCTIONS

PUBLIC FORUM (1-2 minutes for items not included on the Agenda)

None

ASSET BOARD APPROVAL OF:

The 2021-2022 ASSET Nominations of Officers: Ashley Thompson as Chair, Nikki Fischer as Vice Chair and Jennifer Schill as treasurer was moved by Hobson and seconded by Acker.

February 11, 2021 ASSET minutes was moved by Golemo and seconded by Holschstein. Motion carried.

TREASURER'S REPORT

ASSET Account: \$1,571.26

We also now have a debit card, which will remain in the possession of our new Administrative Assistant when they come on board.

REPORTS

Administrative Team

Forms and Processes Task Force was created to take a look at what is really used and what is actually helpful to the volunteers when making funding decisions. There was a survey that went out a couple months ago that asked each volunteer what they thought was and wasn't helpful. The task force included Mr. Holschstein, Ms. Golemo, Ms. Acker, Mr. Wood, Ms. Mundel, and Ms. Schildroth. The most helpful items included: the budget book, liaison reports, and hearing notes. The items that were considered less helpful included: ABF 50, mid-year reports, Scorecard data, ASSET meeting minutes, Funder priorities (which surprised us, so we want to understand more). The task force recommendations are: eliminate the ABF 50 from the budget forms, instead capturing that information in Scorecard; eliminate the mid-year report instead collecting that information in Scorecard, and consider the options to share the draw-down reports from each funder for each agency; provide more training over the clear impact scorecard, and schedule panel meetings in the fall to review scorecard data with Ms. Mundel; review Funder Priorities and give consistent structure to priority rank across all funders and provide volunteers more guidance on how to use those priorities; liaison reports should be transitioned from public record documents on the website to by-request-only documents to encourage more accurate reporting, and create a more consistent structure for the reports; the Admin Team should clarify the purpose of a liaison and what that looks like; lastly provide training on results-based accountability through a workshop with Ms. Mundel in July.

VCSC Notification

ASSET has been informed that VCSC services will be changing July 1, 2021, therefore they will not be offering the services for which funding was requested for FY22, so they will not be completing FY 22 contracts. They thanked ASSET for past support.

Community Needs Assessment Update

This is driven by the County Health Department, and ASSET refers to this throughout the year. Although we call it 2020, these results are actually from before the pandemic. The report answered the question “What are the most important health and human service needs in Story County, and why?” The data available is a result of surveys and two focus groups, and those were looked at by an ‘human service expert panel’ of 13 individuals in Story County who then created a ranked order list of preliminary priorities: 1. Mental Health Services, 2. Food Security, 3. Housing, 4. Childcare, 5. Suicide Prevention, 6. Income. There will be a formal presentation at the next meeting. There is also a report coming that compares Story County pre-during-and ‘post’ COVID.

ISU Priorities FY 22-23

The revised priorities for Iowa State were updated to be expanded to cover all of the services currently funded as well as including the top priorities for services the students of Iowa State need from the community; including Childcare, Basic Needs, Assault Care, Substance Abuse & Prevention, Diversity & Inclusion, and Legal Aid. These priorities were developed using some data from research faculty at ISU on student needs.

Status Update for Policies and Procedures and Reference Manual

The revisions are still under way, but should be available for approval at the board meeting in May.

NEW BUSINESS

ASSET Administrative Assistant

The current Administrative Assistant will be leaving ASSET May 31st, but we have hired a new Administrative Assistant to start mid-May and be trained by Tori before she leaves.

Special Joint Funders Meeting May 5th, 2021

This will be a Zoom meeting, and it is unrelated to the ASSET process, but the ASSET volunteers are all invited to attend. The focus of this meeting will be on the Community Needs Assessment. We will provide the Funder’s with your feedback on the priorities as well and see if those can be addressed by the Funders.

OLD BUSINESS

None.

ADDITIONAL ITEMS

INFORMATION/ ANNOUNCEMENTS:

- a. New/Expanded Services Deadline: May 26, 2021
- b. Letter of Interest Deadline: June 1, 2021
- c. ASSET Admin Team: June 2, 2021 @ 12:15pm
- d. New Agency Applications Due: June 23, 2021

ADJOURNMENT

Meeting adjourned by Chair Thompson at 6:19pm.

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