

ASSET Administrative Team Meeting Minutes

November 2, 2022 @ 12:15 p.m.

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

The Analysis of Social Services Team (ASSET) Administrative Team met at 12:18 p.m. with the following members present: Nikki Fischer, Joel Hochstein, Sandra King, Jean Kresse, Anneke Mundel, Jenny Schill, Sarah Schroeder, and Lois Vidimos, Administrative Assistant

Approval of August 31, 2022, Minutes

Moved by Hochstein, seconded by Schill to approve the August 31, 2022, minutes. Motion passed unanimously.

Treasurer's Report

Schill reported a balance of \$1,956.71 before the budget book billing of approximately \$1,100.00.

Old Business

Nothing to report currently.

New Business

Budget Books

The FY24 Budget Books are currently at Alpha Copies for printing. An email will be sent when they are ready and where they can be picked up or Vidimos can bring them to your offices.

Agency Liaison Visits

To date, Vidimos has received eight completed reports and several emails from others that they are working on their reports.

Scorecard

Mundel shared a new form titled 'Checklist – Match of FY21-22 Data in ASSET Budget Requests (FY23-24) and Scorecard. She went through some discrepancies, and they were discussed. Schildroth provided written comments under the Explanation column.

Kresse stated the reporting of summer programs, falls into two fiscal years and there has not been consistency in reporting. For example, YSS hosts the program in June and July. If they divide the program into their respective fiscal years, the number served would be double counted. It was suggested that this be discussed more at our February 2023 meeting.

Adding Scorecard references to Budget Checklist and ASSET Reference Manual

These two items were tabled to be discussed at the November 30, 2022, meeting.

Update on Changes at NAMI

Kresse explained that she has not heard back from the board chair, Marty Chitty; however, she does know that NAMI has talked to CICS. Marty's term on the board ends June 30, 2023, but he is stepping down on December 31, 2022. King explained that we are trying to work with them until new leadership is in place and stated it is better to receive late but accurate information versus inaccurate information. We need proactive communication from them in the future.

Update on YSS Kids Club – Colo Nesco

Fischer has been working with the Superintendent of Colo NESCO on childcare issues. They are coming up with a business plan and Fischer has reached out to Andrew Allen at YSS for involvement. They are looking to offer internships and/or pay 16–17-year-olds, in addition to 2-3 employees. Kresse mentioned she met with the Childcare Coalition to focus on the shortage of staff for several centers.

Prepare ASSET Board Agenda for November 10, 2022

Kresse motioned to cancel the ASSET Board Meeting for November 10, 2022. King seconded. Motion passed unanimously. Vidimos will send an email out.

Additional Items/Concerns

Mundel asked Vidimos to send out an email to agencies after Thanksgiving that ASSET Scorecard updates are due December 15, 2022. Mundel will draft the announcement

Meeting adjourned at 1:57 p.m.

Announcements/Reminders

- a. November 18, 2022 – Deadline Restated Budgets Due
- b. November 30, 2022 @ 12:15 pm – ASSET Administrative Team Meeting – United Way of Story County, 315 Clark Ave, Ames
- c. December 7, 2022 @ Noon – Scorecard Review Education Team (Zoom)
- d. December 8, 2022 @ 5:00 pm – ASSET Board Meeting – CityChurch, 2400 Oakwood Rd, Ames
- e. December 9, 2022 @ Noon – Scorecard Review Financial Stability Team (Zoom)
- f. December 12, 2022 @ 11:00 a.m. - Scorecard Review Health (Zoom)
- g. December 15, 2022 – Mid-Year Updates Due
- h. January 4, 2023 @ 4:30 p.m. – Agency Hearings – CityChurch
- i. January 5, 2023 @ 4:30 p.m. - Agency Hearings – CityChurch
- j. January 9, 2023 @ 4:30 p.m. – Education Work Session – CityChurch
- k. January 11, 2023 @ 4:30 p.m. - Financial Stability Work Session – CityChurch
- l. January 12, 2023 @ 4:30 p.m. - Health Work Session – CityChurch
- m. January 19, 2023 @ 5:00 p.m. – ASSET Board and Joint Funders - CityChurch