

City of Lawrence

Social Service Funding Advisory Board Meeting

June 24, 2019 Minutes

MEMBERS PRESENT: Alice Lieberman, Steven Davis, Galenea Miller, Joda Totten, Peter Carttar, Lea Roselyn

MEMBERS ABSENT: None

STAFF PRESENT: Casey Toomay, Assistant City Manager; Danielle Buschkoetter, Budget & Strategic Initiatives Administrator

PUBLIC PRESENT: Robyn Coventon, CEO of Heartland Community Health Center; Mathew Faulk, Housing Program Manager with Bert Nash Community Health Center; Patrick Schmitt, CEO of Bert Nash Community Health Center; Mayor Larsen; and Commissioner Boley

Call to Order

Lieberman called the meeting to order.

Approve Minutes

A motion to approve minutes from May 21, 2019 was made by Davis, seconded by Carttar. The motion passed 6-0.

Reconsideration of Recommendation to Remove Board Member

A motion to reconsider the Boards recommendation to remove Roselyn was made by Davis, seconded by Carttar. The motion passed 6-0.

Davis looked at the meeting that was cancelled, and asked if it could have been held anyway so that attendance could have been taken? He added that absences should be counted and are meaningful.

Carttar added that it is important for Board members to be present during discussions and staff should work harder to make sure everyone can attend. Davis noted that meetings are scheduled at the end of one meeting so it is difficult when someone is absent to ensure their availability for the next meeting. But added that communication could be better.

Lieberman added that Roselyn was missed during the deliberation process because she forces the Board to think differently. She noted that part of the

Board's initial decision was because she wasn't able to participate in the deliberations, but it was in no way personal or meant to harm her reputation.

Davis added that something similar happened a few years back and it was based on that experience, that he made his initial recommendation to the Board.

Roselyn noted that it was alarming that the meeting was scheduled knowing that she could not attend while another meeting was canceled when another member was absent. She added that consideration was made for one Board member but was not made for her.

Roselyn added that there was no attempt to get her availability. She tried to attend but was not able to. Adding that from her perspective, she was prevented from attending and then punished when staff was aware months in advance.

Davis responded that no one on the Board knew she would not be able to attend and they did not intentionally schedule the meeting during a time she was not going to be available.

Miller noted that the Board didn't know she would not be available for the May meeting. Adding that there was a meeting that she was unable to attend that still got scheduled, so there was not any special treatment for one board member or another.

Miller added that she abstained from the vote because she saw the value that Roselyn brought to the Board and appreciate the different perspective. She also noted that there is less importance given to the rationale for being absent, the Board wants to hear her perspective but that can't happen if she isn't present.

Roselyn mentioned that part of the difficulty is the varied timing of meetings. Noting that if there were regularly scheduled meetings that were planned for in advance, you can clear out your schedule to attend, but when they are planned a few weeks out that is a lot harder to do.

Roselyn also made note of the lack of by-laws and that she was hurt by the Board's decision. Adding that there is not a clear attendance policy that should be noted in the by-laws.

Davis suggested the Board schedule a fall meeting to discuss by-laws and included attendance as part of that discussion.

Toomay noted that the minutes taken are not verbatim and are meant to summarize key discussions. She added that it is difficult for staff to participate in the meeting, take minutes, and get everything recorded. She also noted that it is

difficult for staff to schedule these meetings because prior boards did not want to have regularly scheduled meetings and preferred the flexibility.

Toomay also noted that the Board has not adopted by-laws because they have been in a state of flux in regards to what the ongoing scope would be, however, it is time for this board to review and adopt by-laws so staff will bring that back at a future meeting.

Buschkoetter arrived and noted that she was late due to a budget meeting at the County. She added that the Board should consider having their meetings recorded so that verbatim minutes are available if someone would like to go back and review the discussion.

Buschkoetter added that staff do the best they can to help accommodate Board members and their schedules and try to ensure that the Board is aware of an absence when they do occur.

A motion to forward the Boards initial recommendation of removing Roselyn from the Board was made by Davis, seconded by Carttar. The motion failed 0-6.

Funding Recommendations for 2020 Requests

Buschkoetter noted Lawrence Community Shelter and Lawrence Arts Center have been removed from the Board's consideration and have been moved to the City Manager's Recommendation as part of the Recommended Budget.

Davis asked about the fund balance in the Special Alcohol Fund. Buschkoetter indicated that much of the fund balance in the special alcohol fund was allocated in 2019 for a one-time project.

The Board reviewed the responses they received from agencies and were appreciative of the responses. They did not note any additional concern.

The Board decided to review the Special Alcohol Fund first.

Totten highlighted the criteria used for the Special Alcohol Fund requests and asked why some agencies apply from both funding sources. Roselyn noted that it can be difficult to determine what the priorities should be with the General Fund allocation.

Roselyn added that she struggled when agencies applied for funding from both funding sources when it is the same program. She asked the board if they wanted to reward successful grant writing or if the Board wanted to try and align applications with the funding source that is most appropriate?

Lieberman noted that some agencies apply for different programs and some only fall under one category or the other. Davis added that some applications from the General Fund could be moved to the Special Alcohol Fund if the Board found it to be more appropriate.

Buschkoetter noted that several agencies have applied for funds from both funding sources and occasionally go between the two funding sources from one year to another.

Davis noted that DCCCA First Steps was closely aligned with the purpose of the Special Alcohol Fund.

Carttar noted that upcoming balloon payment that Ballard will have to deal with and that the Board should look at their finances closely in the coming years. Totten added that they are an important agency in North Lawrence and could really benefit from City support.

Roselyn added that she had concerns with using prior year awards as a benchmark for future awards and should look more at how each program aligns with the purpose.

The board noted that Heartland's application was much improved from the previous year.

Davis noted that if the Board had to reduce funding to Big Brothers Big Sisters slightly, they were unlikely to really feel that impact.

Davis noted the Hearthstone application is in direct alignment with the intent of the Special Alcohol Funds.

Davis highlighted that the Willow program is not evidence based and that he was concerned about the alignment.

A motion to recommend the following funding levels to the City Commission for use of 2020 Special Alcohol Funds was made by Davis, seconded by Carttar. The motion passed 6-0.

Name of Agency	2019 Budget	2020 Request	Social Service Funding Advisory Board Recommendation
Bert Nash Community Mental Health Center	\$305,000	\$340,000	\$307,000
Boys & Girls Club	95,000	120,000	95,000
DCCCA, Inc. (Outpatient)	105,000	108,317	105,000

DCCCA, Inc. (First Steps)	45,000	46,189	45,000
Elizabeth B. Ballard Community Center	-	52,700	38,000
Heartland Community Health Center	86,000	127,800	87,000
Kansas Big Brothers Big Sisters	9,000	10,000	9,000
Lawrence Alcoholic Recovery House, Inc.	8,000	11,000	9,000
Van Go, Inc.	31,000	31,000	30,000
Willow Domestic Violence Center	14,000	19,553	11,000
Total	\$698,000	\$866,559	\$736,000

The Board took a 5-minute recess and reconvened at 12:18pm.

The Board began to review the General Fund applications. Roselyn asked Bert Nash Representative Mathew Faulk how much a case worker makes. Faulk responded that they generally make between \$14 per hour and \$22 per hour. Roselyn indicated she asked because the leadership salaries are fairly high in comparison when looking at the 990 Form.

Davis noted that Bert Nash provides a number of services. Roselyn added that they also have pretty high overhead. Davis added that they are providing case management services which is a need in the community.

Toomay asked the Board if their goal was to fund case management services. Lieberman noted that case management services are important but that those services are ultimately competing against a number of other important services.

Roselyn asked if the Board can designate funds for direct client assistance and choose not to fund overhead. Davis asked if that could be done through the agreement that agencies sign with the City. Buschkoetter noted that the agreements are for a specific program and are tied to the goals outlined in the application.

Roselyn noted that in the Catholic Charities application, all the funding went to direct client assistance to help prevent homelessness. Carttar noted that the request was a small portion of the larger program.

Davis noted that Positive Bright Start was relatively expensive per client served compared to some of the other program requests. Carttar noted some hesitation with that type of funding model.

The Board noted Just Food's ability to fund raise and noted that they are likely not very reliant on these funds to maintain their operation. Totten noted that they are increasing services. Roselyn added that portions of their application seemed a bit duplicative with other pantries in town.

Roselyn noted that food insecurity is a large issue for the community. Miller indicated concern about the arrangement that Just Food has with other pantries. Totten highlighted that they do have a lot of community support.

Davis noted that Big Brothers Big Sisters do not include local Lawrence data in their application and have had a difficult time recruiting volunteers.

Carttar noted support for funding Lawrence Community Food Alliance but added that this would be an application that would need nearly full funding to be successful. Davis added that it should either be fully funded or not funded. Roselyn noted that they are providing a valuable service in the community.

Roselyn noted that transportation is a key issue facing service providers and their clients. Davis noted that the bus pass request should be funded through another process. Toomay indicated that the Transit Fund does provides over \$15,000 in bus passes annually to the Lawrence Community Shelter, but that they are limited in what they can provide.

Davis noted the low number of recipients of the Salvation Army Pathway of Hope program.

Roslyn noted that the Willow request was for education and outreach and she was more interested in providing direct client assistance. She also noted that they are receiving Special Alcohol Funding.

A motion to recommend the following funding levels to the City Commission for the use of 2020 General Funds was made by Davis, seconded by Carttar. The motion passed 6-0.

Name of Agency	2019 Budget	2020 Request	Social Service Funding Advisory Board Recommendation
Bert Nash Community Mental Health Center	\$160,000	\$193,221	\$145,000
Boys & Girls Club	121,000	130,000	100,000
Catholic Charities of Northeast Kansas	-	7,500	2,000
Communities in Schools of Mid-America	6,000	10,000	5,000

Douglas County CASA	24,000	28000	20,000
Douglas County Child Development Association dba Positive Bright Start	11,000	25,000	6,000
Douglas County Dental Clinic	15,000	20,000	16,000
Elizabeth B. Ballard Community Center	30,000	43,740	22,000
Housing & Credit Counseling, Inc.	18,000	19,520	15,000
Just Food of Douglas County	10,000	25,000	5,000
Kansas Big Brothers Big Sisters	18,000	20,000	10,00
Lawrence Community Food Alliance	-	6,622	4,000
TFI Family Services	-	12,000	4,000
The Salvation Army (bus passes)	6,000	6,000	5,000
The Salvation Army (Pathway of Hope)	5,000	5,000	-
The Sexual Trauma and Abuse Care Center	9,000	9,000	7,000
The Shelter dba The Children's Shelter	30,000	32,000	25,000
Van Go, Inc.	30,000	30,000	24,000
Willow Domestic Violence Center	6,000	10,500	-
Total	\$499,000	\$633,103	\$415,000

New Business

Lieberman asked if there was any new business for the Board to consider. She noted that her term was ending in August and she would not be requesting renewal and thanked the Board for their work over the years.

Davis also informed the Board his term was ending in August and he would not be able to serve another term and thanked the Board.

Next Meeting—October 30

The Board will meet on October 30 at 1:00pm.

Public Comment

Lieberman called for public comment; no public comment was given.

Adjourn

A motion to adjourn was made by Davis and seconded by Miller. The motion passed 6-0.