

ECONOMIC SECURITY CORPORATION OF SOUTHWEST AREA

BOARD MEETING MINUTES

April 5, 2018 Meeting

The Economic Security Corporation of Southwest Area's Board of Directors met on Thursday, April 5, 2018, at 7:30 p.m., at 302 S. Joplin Avenue, Joplin, Missouri. Henry Lopez, President, called the general session to order. The invocation was given by John Joines.

The roll call was read and those present were: Henry Lopez, Darieus Adams, Janice Franklin, Jim Jackson, Jeanna McGarrah, Chester Neel, David Holloway, Doris Fast, Randy Evans, Nikki Tappana, Cleo Crosby, Karen Buckman, Thomas Wilson, Melissa Kennon, Becky Crane, Leo Taylor-Bey, Yanet Pacheco, Phillip Knott, and Bethany Knoll. A quorum was present. Spring Knott, Head Start Policy Council Liaison, was also present.

Board members Mike Davis, Christopher Lee, Paula Carsel and Kevin Johnson were absent. David Bunch has resigned. Phillip Knott made a motion to excuse the absent members. This motion was seconded by Janice Franklin and approved unanimously.

Thomas Wilson then made a motion to accept the amended agenda, which was seconded by Bethanie Knoll. It was approved by all.

Guest attendee Vanessa Garcia was introduced. She is an employee in our Head Start division, but was attending as one of the requirements for her to attain her degree.

Old Business

There was no old business to be discussed.

Executive Director's Report

John updated the Board on where we stand with our Women's Health and Family Planning Clinic. Donna White, Clinic Manager and Nurse Practitioner accepted a position with Planned Parenthood. Maria Carrola Mena has also accepted a part-time position with Planned Parenthood, but will continue to work for ESC part-time until our clinic closes its doors on April 30. Wendy Johnson, the final staff member for that department, continues to work full-time for us, dispensing patient files and packing up equipment, etc. There is a good possibility she will go to work for Access Family Care. We are negotiating with them to lease our clinic facilities and equipment in Neosho, and just had a second meeting with them regarding the site.

John is working on the dispensation of the equipment in our Joplin clinic, as well as the prescription drugs on hand. We have found out that once the doors are closed, we can not donate the drugs or sell them to another clinic, but instead must transfer them to Steri-Cycle to be destroyed. John has also talked with Stephanie of the Community Clinic, Shelly Long of Access Family Care, John Smith, and Dr. Karen Port who has her own private practice, regarding

making an application to Missouri Family Health Council for the grant funds we will no longer be applying for. There is also a possibility that McDonald County Health Department is interested in applying for those funds.

John was interviewed last week for a Legal Aid monitoring, where he gave a very positive report. Also last week, John attended the meeting of the Executive Directors for our Community Action Agencies in Missouri and got all caught up with what is going on with the various agencies.

The Missouri Community Action Network annual conference will be held in May at Lake of the Ozarks. John wants to send about six representatives to the conference, and asked that anyone interested in attending get with him. The sessions will be May 15th through 17th, and they offer trainings specifically geared toward Board members. The agency pays for the expenses of the trip and the conference. Anyone interested should call John.

As previously reported, John and Curtis have been speaking with city officials of Sarcoxie regarding some properties there. The project is to build two new single family homes there. The City has been very excited and cooperative regarding the project.

Debbie and John attended the Joplin city council meeting Monday evening, where the Joplin Bungalows project was on the agenda. The council voted seven to one to approve the project. Debbie and John will be talking to the council about the choice of land for the project next week. This concluded John's report.

Head Start Policy Council Report

Spring Knott reported that at their most recent meeting, the Council had approved fifteen new hires including a Classroom Monitor, five Teacher Aides, one Substitute, two Teaching Assistants, one Cook and Cook's Helper, one Family Resource Specialist, one Teacher, one Program Assistant, and one Area Supervisor.

An update on the new Child Care Partnership Centers revealed that we currently have eight centers in operation, one in the process of hiring staff, and one that is currently serving our children from The Heritage. We expect to have these two open by May 14th.

Despite the weather and all of the illnesses going around, all of our centers maintained attendance of 85% or above after allowing for weather closures. Only Anderson at 76% and Webb City at 83% fell below that level in actual numbers.

Fiscal Director Tony Wright reported on the Agency Audit.

This concluded Spring's report.

Head Start Update Report

Jeff reported that we are almost done with the interior work on the Midtown center on Illinois, and the guys have started working on the playground. Matt and his crew expect to complete their work in about ten days. Then the Sanitation Department, Fire Marshall, Licensing, etc.

will need to sign off on the location before we can actually open the center.

We are partnering with the Work Force Board out of Kansas City, LUME, and the Carthage Technical Center to make some trainings available for those interested in working with young children. Hopefully, this will broaden the pool of eligible applicants for our open positions, as well as giving those applicants a head start on the trainings required by our Head Start and Early Head Start programs. There will be apprenticeships offered at some of our centers in conjunction with this.

There will be a series of specials on MSSU's channel 22 at 5:30 P.M. Monday, April 9th through Thursday, April 12th. Various Head Start and Early Head Start staff will be featured in the special series. Also, there is a flyer included in everyone's packet for the open house at our newest location.

Board Training

The training this evening was presented by Staci Bingham, Director of Jasper County Public Housing Authority (JCPHA). Despite the name, this department offers assistance in all four of our counties, as long as the applicant does not reside inside the Joplin city limits. The housing department has a total of five staff, including Staci, a staff supervisor/coordinator, two additional housing coordinators, and a housing inspector. Although the Housing Choice Voucher (HCV) program is the largest one this department offers, they actually offer eight different grant programs. The HCV program originally prioritized by offering housing vouchers first to the elderly, disabled, homeless with children, etc. but now distributes vouchers based on the date and time the applicant applied, and which county they live in. Under this program, the participant chooses the type and location of their housing, as long as it meets defined criteria.

Some of the other programs are the New Beginnings Shelter + Care, Rental Assistance, and Chronically Homeless programs. We administer three different housing programs for the Department of Mental Health as well.

To be eligible for this assistance, the household must meet income guidelines which are based on family size, sex, and age. Their income may not exceed 50% of the median income for the county or metropolitan area in which the family chooses to live. There are long waiting lists for all of our housing programs.

The three parties to these programs are the tenant, the landlord, and our agency. Each party has a checklist of things they must do. Once a tenant's application has been approved and they have risen to the top of the waiting list, they attend a meeting with the housing coordinator and are given a voucher. They are then responsible for locating housing, and will be required to pay 30% of their gross income towards the rent and utilities. They will sign a one year lease, pay the security deposit, must comply with the rules of the program, and keep us notified of any changes in their household, income, etc. The agency and the landlord have requirements as well.

As of April 1, 2018 the JCPHA had 343 families on the programs, and 628 on the waiting lists. HCV applications must now be completed online. No documents are required at the time of application, but when their application comes to the top of the waiting list, they will receive

notice to provide certain documents that are applicable at that time.

Executive/Finance/Audit Committee Report

Henry reported for this committee and made a motion to approve the minutes of the March 1st Board meeting, including the closed session. The motion was seconded by Chester Neel, and was approved unanimously.

Henry then made a motion to approve the financial statements for February 2018, including the credit card statements. This motion was seconded by Thomas Wilson, and approved by all.

The committee and John had discussed the disposition of the Women's Health and Family Planning Clinic's assets. They prioritized the order in which different organizations would receive the items. This consisted of: Other ESC departments, the Community Clinic, Access Family Health Care, McDonald County Health Department. Henry made a motion that John be approved to dispose of these assets as he sees fit. Chester Neel seconded the motion, which was then approved unanimously.

Debbie Markman presented a Resolution to Endorse the FY2019 Statement of Support for Community Services Block Grant. Each Board member was asked to sign the resolution in support of continued funding for this grant. Bethanie Knoll made a motion, seconded by Yanet Pacheco, to show our approval by signing the resolution. The motion was approved unanimously, and everyone signed, with the complete document then being returned to Debbie for use.

It was reported that we have received the county's approval for the tax exemption we were seeking for the Joplin Bungalows LLC project. This project will offer seventeen homes for seniors, fifteen homes for homeless veterans, and the remainder for other homeless clients. Each will cost approximately \$134,000.00, which will include a fully furnished 500-550 square foot home and all utilities. They will be pet friendly but are intended only for singles or couples as they are one bedroom homes. We will be the sole owner, and expect they will be ready for occupancy by June of 2019.

There was no action required for this item.

Community Relations Committee Report

There was no meeting or report for this committee.

Agency Personnel and Planning Committee Report

Daricus Adams deferred to Tammy Walker for the sole item on this committee's agenda. She explained that this is a small grant which we apply for each year. The application cannot be submitted before April 1st, and must be submitted by the end of April. The \$2500.00 from this US Bank grant would be used to purchase trolley passes, work clothes, etc. for our Case Management clients. The motion to approve applying for the US Bank grant in the amount of \$2500.00 was made by Daricus Adams, seconded by Bethanie Knoll, and approved unanimously, with Randy Evans abstaining.

Program Monitoring and Evaluation Committee Report

Yanet Pacheco reported that Jeff had reviewed the Head Start data for the month with the committee. He also explained the succession plans for the families served by our Webb City location. There was no action taken for this item.

Announcements

Debbie reminded everyone of the invitation in their packets for the Strategic Planning Sessions to be held on May 8 and 9th. Any and all members who can attend are asked to please do so. Even attending for a half day would be a big help for the agency. The sessions will be held at the Leonard Park Estates and the Public Library. Since the session on the 9th will be an all-day session, we will furnish lunch for everyone. The session on the first day will be from 1:00-4:30 P.M. Anyone interested should contact Debbie or John for details.

The next meeting is scheduled for May 3, 2018.

Henry Lopez, President

Attest: Nikki Tappana, Secretary