

ECONOMIC SECURITY CORPORATION OF SOUTHWEST AREA

BOARD MEETING MINUTES

September 7, 2017 Meeting

The Economic Security Corporation of Southwest Area's Board of Directors met on Thursday, September 7, 2017, 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, Jim Jackson, David Holloway, Doris Fast, Janice Franklin, Paula Carsel, Kevin Johnson, Lynn Tatum, Chelsea Talbott, Becky Crane, Chester Neel, Jeanna McGarrah, and Randy Evans. Members Karen Buckman, Mary Ward, Yanet Pacheco, and Phillip Knott were absent. Members Bonda Rawlings, Christina Ives, and Alfredo Gaytan had resigned. A quorum was present. Spring Knott, Head Start Policy Council Liaison, was also present.

Janice Franklin made a motion to excuse members Karen Buckman, Mary Ward, Yanet Pacheco, and Phillip Knott. The motion was seconded by Paula Carsel and passed unanimously.

New member to the Board Randy Evans was introduced.

Old Business

There was no old business to be discussed.

Executive Director's Report

During the previous week, John Joines and Debbie Markman traveled to Philadelphia, PA for a Community Action Partnership An Hal Conference. There were some excellent sessions, and they both felt the trip was very educational. While there, they came face to face with Jeannie Chaffin, and took the opportunity to speak with her regarding developing our strategic plan. She has lots of knowledge and experience with this, and could do an excellent job for us.

When the agency purchased the church building in Carthage last year, it needed quite a bit of renovation to suit our needs. Matt Daniel was placed in charge of getting those done, and he did so on time and under budget.

We are one of only fifty programs to receive a CCP expansion grant. The grants were applied for by programs in all fifty states plus District of Columbia and U.S. territories. Utilizing this grant, we are adding ten locations, seven of which needed work prior to opening. Because of the great job he did in Carthage, Jeff and John asked Matt to serve as the contractor for these renovations. John then turned the floor over to Matt to provide everyone with an update on the progress of these renovations.

Matt started off by thanking Ryan Peterson and Curtis Scott for their assistance in figuring out

how to prevent going over budget once he learned that new hires for this work would have to be paid prevailing wage. He informed everyone that for the first project, he used Stansberry Construction. Thanks to their excellent work, the new South Joplin EHS classrooms are open and in session already. For the second project, Carthage, we utilized the men we already had on staff. Three of our members from Weatherization completed this project, with one of them working only part time on it. That classroom is also up and running. The third project was the Noel EHS classroom. We were lucky in that the Housing Complex where this center is located aided in the work, so allowing us to complete it sooner and less expensively than expected.

We are currently working on the Lamar location. This center will house not only the EHS classroom, but also the Community Development and Home Visitor offices. There is a lot of work entailed in this renovation. Next will be the City of Joplin location, Carver. We anticipate having it finished by October 1st. After that will be the Southwest City location, and finally the Webb City intergenerational unit. These will both require plenty of work.

The grant stipulated that all of the locations should be up and operational within one year. It appears we will be operational well before that deadline. This expansion grant allowed us to offer fifty new jobs, open up 74 slots for new children, and provide an entrepreneurial opportunity in the communities involved.

An open house will be held at the Carthage location at 706 Orchard Street on Tuesday, October 3rd. There will also be an open house at the South Joplin Early Head Start from 10 A.M. to Noon on Friday, October 6th, and in Lamar at 405 Walnut on Tuesday, October 10th from 10 A.M. until 2 P.M. More information will be given as dates and times are determined for these new facilities.

Head Start Policy Council Report

Spring Knott reported that fifteen new hires were presented for approval at the August Policy Council meeting. Leisa Harnar gave a report on the progress of the new Early Head Start (child Care Partnership) grant implementation and let the Council know that the Carthage and South Joplin classrooms were open and they were currently enrolling children.

Cindy Ladbasri reported on the changes to the Outdoor Play Policy. The amended Policy was approved. Jeff announced that we have received notice that we will have a federal CLASS review the week of October 30th of this year. Leisa gave the Budget and Performance, Food Program, Federal Correspondence, and Credit Card Reports. Travis Crusa gave the Enrollment and Waiting List reports. Jeff informed the Council that this would be the last time he reported to this year's Policy Council, and thanked the members for their service this past year.

Head Start Update Report

Jeff Goldammer explained that we are required to obtain a set number of dollars of non-federal in-kind for the Head Start grant. Time and mileage of Board members can be counted towards this in-kind. Therefore, he asked that everyone present complete their information on the form being passed around. He would collect it at the end of the meeting.

A handout was included in everyone's Board packet, with the intent of recruiting members to

serve on Policy Council and the 3D Committee. Jeff reviewed the purpose of the Policy Council and its monthly meetings. He also explained that at their monthly meeting, the 3D Committee reviewed data and prepared reports. These reports help guide the program with what is working, what areas need to be addressed, etc. He stated they need the Board members' expertise for this committee.

Board Training

Board training this month was presented by Donna White, Nurse Practitioner and Director, and was over the Women's Health and Family Planning Clinic. We have a clinic in Joplin Monday and Friday, in Neosho Tuesday and Thursday, and some Wednesdays in Anderson. Our clinics focus on exams, women's reproductive life plans, sexually transmitted disease and HIV testing, and so on. As of last year, we do men's exams as well as women's. Funding is provided by federal Title X funding, which is administered to us by the Missouri Family Health Council.

Members were given handouts that showed such items as the percentage of women, by county, who need help paying for their exams. As well as offering services on a sliding fee scale, based on the patient's individual circumstances, we also accept and bill private insurance.

This department also tracks data and reports goals and progress. For instance, we would like to have 8% of our patients be male, but currently are at less than 1%; Twenty-two percent of our patients should be age 18 and under and we have met this goal. The Family Health Council would like us to test 27% of our patients for HIV and 70% for Chlamydia. In this first quarter, we tested 33% of our patients for HIV. We are only at 36% for Chlamydia testing. Donna explained to FHC as well as to the Board members that this is a result of this group practicing abstinence in greater numbers. For the HIV testing, we use the Opt Out method. Every client served is tested for HIV, unless they choose to opt out.

Executive/Finance/Audit Committee Report

Henry Lopez stated that after review the committee recommended approving the minutes of the August 3, 2017 Board meeting. He made the motion to do so. The motion was seconded by Nikki Tappana and approved by all.

Next, Henry made a motion to approve the Financial Statements for the month of July 2017 as recommended by the committee. This motion was seconded by Darieus Adams. Following discussion, the motion passed unanimously.

Community Relations Committee Report

Kevin Johnson reported there was not a quorum present for this committee. Therefore, he went over the 2017-2018 Board Training Calendar with the full Board. Janice Franklin made a motion to approve the proposed calendar. The motion was seconded by Nikki Tappana and passed unanimously.

Tammy Walker received two exit surveys from resigning Board members. However, we just had at least two more resignations, so Kevin suggested we table this item and return to it at our next meeting. Janice Franklin made the motion to table this item. The motion was seconded by Paula Carsel and motion passed.

Agency Personnel and Planning Committee Report

Daricus Adams briefly went over the various components of the six Housing and Urban Development Continuum of Care grants we are applying for. These grants are used to aid the Chronically Homeless and Homeless with Disabilities. Daricus made a motion to approve applying for the Housing and Urban Development Continuum of Care grants in the total amount of \$297,980.00. The motion was seconded by Becky Crane and approved unanimously.

Program Monitoring and Evaluation Committee Report

Chelsea Talbott reported that Community Services Block Grant funds are used for programs such as the CHANCE program, Step Up to Leadership, flu shots for employees, case management, etc. Daricus Adams made a motion to approve applying for CSBG funds in the amount of \$738,216.00. This motion was seconded by Janice Franklin and approved.

LIHEAP funds are utilized to aide clients through the Energy Crisis Intervention Program which helps 8,000 to 9,000 clients with their utility bills over six months, and the Energy Assistance program. The motion to apply for LIHEAP funds in the amount of \$1,115,670.00 was made by Paula Carsel, seconded by Kevin Johnson, and approved by all.

The Homeless Management Information System (HMIS) is used to enter data by not just ourself but also by our Community Alliance Partners. The annual review of the system was performed to ensure that all users are in compliance with the policies and procedures set forward by HUD. We were found to be in compliance with HUD and our Continuum of Care's HMIS policies. No action is needed from the Board.

The Committee reviewed the Third Quarter Agency Grade Card. At this time we should have met approximately 75% of our goals. We are under that measure for those who were unemployed but whom we helped to obtain a job this year. However, we still have one more CHANCE class in progress, so that should help us to attain our goal for the year.

Our employee who worked with students to help them attain their GED was on an extended educational sabbatical, so we are running behind in this area. She returned to work the end of July.

The number of people who obtained annual health exams is at 61%. It is believed this is because of changes made to the Medicaid program. We are still in the process of getting credentialed as a "Managed Care Provider" for this program.

Also, we had not yet had a client successfully complete the IDA program for the year. However, a client is expected to close on her house Friday. This particular client is also an employee, so we are very excited for her. The second family in the program continues to save towards purchasing their home. This report was a review only, and the Board was not required to take any action.

A review of the June and July Head Start and Early Head Start Programs was provided to members. Again, it was highlighted that we were not due to have the CCP classrooms

operational until January, but we already have two and will very soon have a third one active. Attendance, Home Visits, Budgets, Waiting Lists, and the End of the Year Nutrition Report were some of the items reported on. Again, this was a review item and the Board was not required to take any action.

This concluded the committee reports for this evening.

Announcements

Members were reminded to turn in their evaluation for CEO John Joines to Human Resources. The next meeting is scheduled for October 5, 2017.

With no other business to be discussed, Kevin Johnson made a motion to adjourn the meeting. The motion was seconded by Janice Franklin, passed, and the meeting adjourned at 8:10 P.M.

Henry Lopez, President

Attest: Nikki Tappana, Secretary