

Minutes

ASSET

ISU Research Park Core Facility

1805 Collaboration Pl.

May 9, 2024 at 5 p.m.

In Attendance: Sandra King, Ashley Thompson, Pa Vang Goldbeck, Ron Smith, Aidan Shervheim, Linda Hagedorn, Juliana Nnoko, Stephanie Spence, Moriah Morgan, Jenny Schill (Admin Assistant), Becky Harker (Chair), Katie Shively, Emma Cassabaum, Misty Zimmerman, Quinn Margrett, Ed Gillott, Deb Schildroth

Public: Lauris Olson, Home Allies

The meeting was called to order at 5:00 pm by Harker.

WELCOME/ INTRODUCTIONS

Board members introduced themselves and what experience they bring to the ASSET Board.

PUBLIC FORUM

Olson indicated she didn't have anything to say, she was only here for item number seven and eight.

Spence moved to approve the February 8th minutes; seconded by Smith. Motion carried unanimously.

TREASURER'S REPORT Smith reported that the current balance is \$1,092. Smith explained that the checkbook he is accountable for is not the funding that is distributed to the agencies. The money that is associated with the ASSET account is \$1,000 from each Funder that goes towards administrative costs and food for the hearings.

REPORTS

Administrative Team

King welcomed all of the new Volunteers and noted that Heartland and YSS have each requested to carry over funding from the County. Heartland requested to move over \$36,000 from Outreach to Meals on Wheels. YSS requested to move \$10,000 from Substance Use Disorder to Youth Development (+\$7,000) and Service Coordination (+\$3,000). Contracts have been sent out for this fiscal year with The Salvation Army (TSA) and YSS contracts held back for now. We are working on how to handle Rosedale shelter this next fiscal year.

Thompson reported that United Way will host its annual partner agency meeting tomorrow. They will be going over partner agreements. Agreements are out and requested to have them signed and turned back in by the end of the month. Mundel has hired Sarah Mansell as the new Associate Community Impact Director. The Food Drive collected 17,500 pounds of food that gets distributed to food pantries throughout the County. Mundel spoke about food security, and reported that she was appointed to Statewide Hunger Coalition. The Allocations Committee

received a request from YSS to transition dollars from The Nest and that request was denied. This money will be moved to the United Way grant process that supports Early Childhood Development.

Goldbeck reported that contracts have been issued and are due with signatures at the end of this month and will go to the Council in June. Heartland requested the City reallocate \$3,983 from Outreach to Meals On Wheels. This is going to Council next Tuesday. YSS requested to transfer funds to different service areas as well, but City staff is requesting more information before bringing the request to council.

Margrett reported that the process to get Volunteers onboard is just starting. Mindi Heeren has been confirmed as the Non-profit Coordinator and will be on ASSET again.

Volunteers

None

OLD BUSINESS

Update on Emergency Shelter Services, Thompson gave some background on how The Bridge Home and ACCESS provide this service in our community. YSS also provides this service for youth in our community. TBH has worked with ASSET over the last few years over concerns and questions from the Volunteers and Funders. For FY25 the Volunteers recommended not to fund TBH for FY25. Those funds will be made available for this service from another provider once that is decided upon. The Salvation Army has been in conversations with ASSET on stepping into this service. TSA would need to expand what they currently provide to take this on. The United Way approved a \$11,000 request from TSA for these services and approved an additional request for \$11,228 from TSA. King reported that TSA has been providing this service in the form of hotel vouchers and has agreed to ramp up this service, including hiring 1.5 FTEs for case management. Kathy Pinkerton has also agreed to take additional training in this area to provide this service, including training on the Vulnerability Index - Service Prioritization Decision Tool (VI-SPDAT).

A total of \$282,228 for FY24 and FY25 was requested from ASSET by TSA to deliver the service. TSA also requested \$40,000 for FY24 and \$80,000 for FY25 from the County for FY24 and FY25 and is currently housing 29 adults and eight kids in area hotels. Additionally, TSA has requested \$40,000 for FY24 and \$100,000 for FY25 from the City. The \$40,000 has been approved and the \$100,000 will go to Council next month.

NEW BUSINESS

King pointed out that on page 4, item E was changed to be consistent with a change made in item D above to allow Volunteers to serve up to three, three-year terms. Following the change to update E, Volunteers can serve up to 10 years, a change from seven years. Small clean-up changes are also on pages 4 ,5 ,6, 7, 8, 9, 10 and 15.

Approval of Policies & Procedures

Hagedorn moved to approve the changes to the Policies and Procedures, seconded by

Nnoko. Motion carried unanimously.

Status Update of Reference Manual

King reported that staff are in the process of updating this document, and it will come before the ASSET Board for approval in August. King explained that the Policies and Procedures need to be approved by the Funders, but the Reference Manual does not. However, it does need to be approved by the ASSET Board.

Letters of Intent Update

King reported that we received letters from three agencies to become ASSET agencies. Two of them are included in the agenda packet today, and one will be discussed at the next Admin Team meeting. The Admin Team invited both Iowa Migrant Movement for Justice (Iowa MMJ) and Prairie Flower Children's Center to submit full applications that will be reviewed at the July Admin Team meeting.

Conflict of Interest Form

Thompson explained that this form is provided to the Volunteers and ASSET asks them to report any conflicts of interest with agencies. Any conflicts reported are taken into consideration when making Volunteer assignments for agency liaisons.

Confidentiality Form

Thompson explained that this form lets Volunteers know that there is information from agencies that is made known to them that isn't public information and volunteers are asked to keep this information confidential. Thompson also let Volunteers know that they are free to take these two documents and read them over. If they are not comfortable signing the forms tonight, they can submit them to Schill.

ADDITIONAL ITEMS

Harker explained that some dates listed in the Information and Announcements are not all meetings that Volunteers are required to attend or dates that are applicable to them. Some dates are for agencies. Nnoko asked how volunteers get access to the Scorecard data. Thompson explained that Mundel will send instructions out to Volunteers how to access this data, and this will be covered in the Scorecard Bootcamp that Mundel holds on June 21st.

Meeting adjourned at 6:01pm by Harker