

MINUTES

ASSET Meeting

April 14, 2022 @ 5:00 pm via Zoom

The Analysis of Social Services Evaluation Team (ASSET) was called to order via Zoom at 5:03pm with the following members present: Sandra King, Jean Kresse, Jenny Schill, Lydia Youngquist, Ashley Thompson, Deb Schildroth, Linda Hagedorn, Joel Hochstein, Ed Gillott, Jane Acker, Mike Lazere, Tim Neubauer, Ron Smith, Scott Dryer, Becky Harker, Mike Zenor, Jehan Faisal, Neha Mehrota, Julie Haverly. Also present was Annke Mundel.

Guests: Shari Reilly, Linda Munden, Andrea Gronau, Jodi Stumbo, Tara Brown, John Dalhoff, Lori Allen

WELCOME/INTRODUCTIONS – Introductions of new and current volunteers took place.

PUBLIC FORUM – No one wished to speak during public forum.

APPROVAL OF FEBRUARY 10, 2022 MINUTES - Moved by Hochstein, seconded by Schill, to approve the February 10, 2022 minutes. Motion carried unanimously.

SLATE OF OFFICERS FOR 2022-23 – Moved by Acker, seconded by Hagedorn for the following slate of officers to serve the next term. Motion carried unanimously.

- Nikki Fischer – Chair
- Joel Hochstein – Vice Chair
- Jenny Schill – Treasurer
- Ashley Thompson – Past Chair

Vice Chair Hochstein chaired the meeting in the absence of Chair Fischer.

TREASURER'S REPORT - Treasurer Schill reported a balance of \$1,325.88.

REPORTS

Administrative Team – Kresse announced that Peggy Michelotti has replaced Carin Forbes as the Executive Director at Legal Aid; Erika Peterson is no longer with Boys and Girls Clubs and Ryan Santi has been appointed Interim Executive Director.

Volunteers – No reports

OLD BUSINESS

ASSET Administrative Assistant Update – King shared that a candidate had been interviewed and references contacted and hopefully we'll be able to announce that there is a new ASSET Administrative Assistant at the next meeting.

Plan for FY23 Sequestered Funds for The Bridge Home – Schildroth provided an overview of the steps that have been taken to arrive at the proposed plan:

- February 28th meeting between TBH staff and Executive Committee members and ASSET Funder representatives, Administrative Team, and volunteers to discuss service definitions and Funder priorities, funding, and the vision of emergency shelter service delivery.
- April 6th ASSET Administrative Team meeting – TBH staff and Executive Committee were invited to discuss the proposed plan with Adm Team. The feedback from TBH was positive and they expressed that the plan was doable for them.

The proposed plan is as follows - TBH agrees to:

1. Providing ASSET funded services according to the definitions outlined in the ASSET Reference Manual and as discussed with the ASSET Administrative Team;
2. Providing an explanation of the referral process followed when emergency shelter beds are full;
3. Meeting monthly with Funder staff to discuss and/or clarify service delivery topics. Topics may include but not be limited to the ASSET process for new/expanded services, data collection and reporting for ClearImpact Scorecard, and completion of the ASSET budget forms.

If the plan is approved, it will be forwarded to TBH with a request that they respond in writing with their agreement to adhering to these steps. Once that is received, the plan will be provided to the individual Funders for their decision to release funds for FY 2022-23 contracting purposes.

Hagedorn moved to approve the plan for unsequestering FY 2022-23 funds and Harker seconded. Motion passed with 13 votes in favor and 3 abstentions.

Revision to the 2022-23 ASSET Calendar – Schildroth reviewed the changes to the calendar which include the deletion of the Funding Letters in February and the addition of the July 31 annual deadline for reporting date on ClearImpact Scorecard, and three ClearImpact Scorecard training sessions in December. Schill moved approval of the calendar with the noted changes and Smith seconded. Motion carried unanimously.

Return to In-Person Meetings – The ASSET Board and Administrative Team meetings will return to in-person meetings beginning in May.

NEW BUSINESS

Status of ASSET Policies and Procedures Review – King reported that revisions will be brought to the ASSET Board in May. Upon ASSET's approval, the Funder's will need to individually approve the Policies and Procedures.

Status of ASSET Reference Manual Review – King reported that this Manual only needs ASSET's approval and will be brought to the August 11th ASSET Board meeting.

YSS – Colo Kids Club – Kresse explained that Kids Club is a service provided by YSS in the Ballard, Gilbert, and Roland-Story school districts. Colo schools were newly added and was initially in the ASSET process as a separate service. For the FY 2023-24 budget cycle, the Adm Team recommends folding it in with the Kids Club service that serves the other school districts.

ADDITIONAL ITEMS – None

INFORMATION/ANNOUNCEMENTS

Admin Team Meeting – May 4, 2022 at 12:15pm at United Way of Story County

ASSET Board Meeting – May 12, 2022 at 5pm at CityChurch (North Education Room)

Deadline to submit new/expanded service – May 25, 2022 at 5pm

Deadline to submit Letter of Intent as a new agency – June 1, 2022 at 5pm

Meeting adjourned at 5:40pm.