

#### EXECUTIVE COMMITTEE

**Thursday, April 11, 2019**

**Meeting Minutes**

1. Betty Devine called the meeting to order at 10:03 am. Also present were Chad Jensen, Matt Haynes, Eric Kool, Jim Ward, Stephanie Swartz, Angela Crees and Teresa Burke.
2. The March 14, 2019, minutes were reviewed. Jim moved to approve the minutes and Stephanie seconded. All were in favor and the motion was carried.
3. The FY19 Budget was reviewed, as well as the revised projections for FY20. Contract spending was reviewed and focus was on contracts that were underspending and overspending.
   1. DCAT5-14-017, Diversion & Mediations, is overspending and will require a small additional amount to be added prior to the end of the fiscal year, somewhere between $1,500.00 and $2,000.00. The board agreed that this should be added to the May Board agenda.
   2. Word was received that the TANF funds in contracts DCAT5-18-044 and DCAT5-19-003 actually expired on June 30, 2018. Although conventional wisdom dictated that those funds did not expire, the AG’s office determined otherwise. Letters are being sent to each affected contractor notifying them of the switch to state funds retroactive to July 1, 2018. This will use up much of the unencumbered DHS FY17 funds in Polk Decat. The good news is that DHS will be transferring FY18 State funds to the affected Decats to cover the loss of the TANF funds. This will allow Polk Decat to optimize the carry-over of DHS funds from FY19 to FY20.
4. The remaining contract renewals and new contract voting was completed and is recorded on separate “Minutes Addendum” document.
5. Updates:
   1. RJCE Activities:
      1. No time left
   2. Decat/CPPC Activities:
      1. The CPPC Annual Plan will be available for the Board to review and informally vote on in the next meeting.
6. For the next meeting:
   1. Adding funds to DCAT5-14-017
   2. Transfers to other Decats of FY17 JCS funds
   3. Possible RFP for Youth Diversion programs to use up more of the unencumbered JCS funds
   4. Other
7. Adjourn: Eric moved to adjourn the meeting at 11:16 am. Stephanie seconded, all were in favor, and the motion was passed unanimously.

The next regularly scheduled meeting will be Thursday, May 9, 2019, 10:00 am in Conference Room 3.