

#### EXECUTIVE COMMITTEE

**Thursday, May 10, 2018**

**Meeting Minutes**

1. Mike McInroy called the meeting to order at 10:05 am. Also present were Betty Devine, Chad Jensen, Jim Ward, Nikolle Ross and Teresa Burke.
2. The April 12, 2018, minutes were reviewed. Betty moved to approve the minutes and Jim seconded. The motion was carried.
3. Discussion and vote: Accept Transfer of Funds letters from JCS.
   1. $176,236.00 in FY17 State Carry-over funds, Second Designation, is being transferred to Polk (Des Moines Cluster) Decategorization.
   2. $1,100,977.00 in FY18 State Carry-over funds is also being transferred to Polk Decategorization.
   3. Total amount of transfer is $1,277,213.00.
   4. Jim moved to accept the Transfer of Funds and Nikolle seconded. The motion was carried. Mike signed all the letters to authorize the transfers.
4. Discussion and vote: Renew for FY19 or terminate DCAT5-15-002, PRC Nurse Services.
   1. The board reviewed the budget and available DHS funds for FY19. The board agreed that the DCAT5-15-002 contract should be terminated.
   2. Betty moved to terminate DCAT5-15-002, PRC Nurse Services. Chad seconded and the motion was carried.
5. Discussion and vote: Renew for FY19 or terminate DCAT5-15-007, Refugee Immigrant Guide.
   1. Chad recommended to continue this service as it is well-used by JCOs. The Contractor is willing to add a separate JCS Staffing once per month in addition to the two monthly DHS Staffings. The Bureau of Refugee Services will be able to provide assistance to JCS clients and families.
   2. Betty moved to renew DCAT5-15-007, Refugee Immigrant Guide contract at $50,000.00, for FY19. Jim seconded and the motion was carried.
6. Discussion and vote: Renew for FY19 or terminate DCAT5-17-120, Student Support Services, DMPS.
   1. Mike and Chad recommended supporting this contract with MYFI and JCS State Carry-over funds for FY19 in order to build collaboration with DMPS and to support at-risk students and specific activities for students of color.
   2. Betty moved to renew DCAT5-17-120, Student Support Services at $67,000.00 ($65,000.00 – MYFI, $2,000.00 – JCS State Carry-over), for FY19.
7. Discussion and vote: Renew for FY19 or terminate DCAT5-18-044, Behavioral Health Intervention & Prevention Coordination.
   1. Mike and Chad also agreed that they support the renewal of this contract in an effort to assist DMPS with coordinating services for the highly at-risk students and their families. DCAT TANF funds ($65,000.00) will be used in tandem with JCS State Carry-over funds ($48,000.00) to support the contract in FY19. The services are an excellent fit for the TANF funds.
   2. Jim moved that the DCAT5-18-044, Behavioral Health Intervention & Prevention Coordination contract be renewed at $113,000.00 with the stated funds for FY19. Nikolle seconded and the motion was carried.
8. Discussion and vote: Amend funding level for DCAT5-17-052, RJCE Coordination Services based on new budget.
   1. In the April 12, 2018, board meeting, this contract was approved for renewal for FY19 at $132,274.00. Based on changes in the use of Health Coverage and supports for meetings, the revised budget for this contract for FY19 will be $132,516.00.
   2. Betty moved to change the FY19 contract value to $132,516.00 for DCAT5-17-052, RJCE Coordination Services. Nikolle seconded and the motion was carried.
9. Discussion and vote: Amend FY19 funding level for DCAT5-19-001, new Fiscal Agent Services contract.
   1. In the April 12, 2018, board meeting, this contract was approved for FY19 for $302,000.00. Based on available funding and current experience in expenditures, it was recommended to lower the total contract value for FY19 to $262,000.00, with $32,000.00 in JCS State Carry-over funds and $230,000.00 in DHS State Carry-over funds.
   2. Betty moved to amend the FY19 funding level for DCAT5-19-001, Fiscal Agent Services, to $262,000.00 at the state funding amounts. Chad seconded and the motion was carried.
10. Discussion and vote: Enter into new contract with DMACC/Evelyn K. Davis Center for Working Families for the Youth Employment & Education Engagement Services.
    1. Chad recommended that the board consider supporting this new contract so JCS referrals can be supported. The recommended first term would be at $35,000.00 for 6/1/18-6/30/19, with $25,000.00 for FY18 and $10,000.00 for FY19.
    2. Betty moved to enage in a new contract with DMACC/Evelyn K. Davis Center for Working Families for the stated purpose and amounts. Jim seconded and the motion was carried.
11. Discussion and vote: Review and approve CPPC FY19 Annual Plan and Budget.
    1. The FY19 CPPC Plan was emailed to the board earlier this week for review. Betty recommended a few changes.
    2. The Board was not inclined to approve an AmeriCorps member for FY19 at this time. It can be discussed further this summer. If not approved, the budget can be amended.
    3. Betty moved to approve the FY19 CPPC Plan and Budget with the minor suggested changes. Nikolle seconded and the motion was carried.
12. Updates:
    1. The Iowa Legal Aid responses to the RFP Evaluation Committee’s request was presented to the Board. There was no voting requirement as the Board already voted to approve Iowa Legal Aid as the new contractor for DCAT5-19-003, Preventive Law & Guidance.
    2. RJCE activities were reviewed. Diamond Denney is quickly learning her role.
    3. CPPC activities were reviewed. April was a busy month with several Child Abuse prevention trainings and presentations. A summary of Survey responses from the activities was presented to the board.
13. For the next meeting:
    1. No June meeting unless a voting item comes up. We can conduct a phone board meeting.
14. Adjourn: Nikolle motioned that the meeting be adjourned at 10:44 am. Chad seconded and the motion was carried.

The next regularly scheduled meeting will be Thursday, July 12, 2018, 10:00 am in Conference Room 3.