

#### EXECUTIVE COMMITTEE Meeting

**Thursday, November 14th, 2019**

**Meeting Minutes**

1. Betty Devine called the meeting to order at 10:06 am. Also present were Diamond Denney, Angie Crees, Matt Haynes, Eric Kool, Jim Ward, and Christy Burkhart (for Chad Jensen). Absent were Teresa Burke and Stephanie Swartz.
2. The October 10th, 2019 minutes were reviewed. Matt moved to approve the minutes and Eric seconded. All were in favor and the motion was carried by unanimous vote.
3. The group was sent the Decat Annual Report for Fiscal Year 2019 on November 12th, 2019 for review by Cassie Kilgore. Cassie informed the group that Teresa Burke, the Decat Coordinator, may have additions to make, and Angie Crees highlighted the December 1st, 2019 deadline. Betty suggested that the group vote via email after Teresa returns from extended sick leave on November 18th, 2019 is able to make any adjustments to the plan as she sees necessary. The group agreed to this suggestion.
4. Cassie presented the results of the manual count she executed over the Flex Fund spending on beds between the dates of July 1, 2019 and October 22, 2019, which she executed in a response to concerns about siginificantly increased spending trends in Flex Funds in Fiscal Year 2020. She explained that she was able to secure a discount from our most frequently used vendor, Home Furnishings East, and that they had already started charging Polk Decat the reduced rate. She also explained that Home Furnishings declined to increase the delivery fee they charge Decat, after they raised it for their other clients.

Cassie continued by introducing pricing of New Furniture Outlet in Ankeny, IA. New Furniture Outlet offered Decat the lowest cost on metal bunk bed packages. Eric Kool suggested we contact NFO to find out if they will include mattress covers in those packages, as Home Furnishings does. Cassie agreed to contact NFO and find out.

Cassie’s other suggestion to reduce costs of beds was to order crib packages from Amazon and/or Walmart. Christy raised a concern over the lack of installation services included in this option. The group agreed that continuing to order crib packages was worth the extra $10 to $30 extra expense, when installation and mattress covers were included.

Matt and Betty were concerned that Decat has been paying taxes on these purchases and the delivery fees. Matt suggested that Cassie get with Angie to get the proper documentation to prove Tax Exempt status.

The group was thankful that Decat has found a way to reduce bed costs, between discounted offered by Home Furnishings and the opportunity to order bunk beds through NFO.

1. Updates:
   1. RJCS - Diamond updated the board on the Department of Human Services (DHS) starting a worker of color support group. The first meeting went really well and many of the workers appreciate the group and want to continue meeting. Diamond is working on creating a consistent day of month, time and location for these meetings. Diamond also talked about the Community and Strategic Planning (CASP) initiative and how Juvenile Court Services (JCS) wants to collaborate with the Des Moines Police Department (DMPD) on creating alternative pre-arrest diversion options. Diamond discussed the Breakthrough Series Collaborative (BSC) Learning Session and discussed how they had a speaker named Kelis Houston and she talked about her efforts in reducing disparities in the child welfare system in Minnesota. Diamond mentioned that there will be a Race: The Power of an Illusion training on November 19th. Diamond also mentioned that the Des Moines Public Schools (DMPS) have a need for trauma informed care yoga/meditation in the K-5 schools. By doing yoga as an alternative to punitive approaches, it has decreased kid’s behaviors by 70-80 percent.
   2. Cassie shared that she is excited to start the Neighborhood and Community Networking meetings again, starting December 9th, 2019. She also informed the group that, as part of the Trauma Informed Supervison and Retention efforts, she was able to schedule massages paid for by social workers individually, so that this could be a sustainable expense. These massages will be scheduled for two weeks, on Thursdays at Riverplace. She also informed the group that she is working on bringing in Trauma Informed Yoga sessions to the workplace, but there are some details to be worked through, such as when the classes would be offered and how Polk County would be involved with set up and tear down. She highlighted the efforts she is taking to prepare for the upcoming ICAPP renewal and reminded the group that the meeting regarding the potential RIG RFP was cancelled will be rescheduled soon.
2. Next meeting topics:
   1. RFPs
   2. RJCE and CPPC Updates
   3. Transfer of funds, if received in time
   4. Decat FY19 Annual Report
   5. Other not yet anticipated
3. Adjourn: Jim moved to adjourn the meeting at 11:01 am. Matt seconded, all were in favor, and the motion was passed unanimously.

The next regularly scheduled meeting will be Thursday, December 12, 2019, 10:00 am, at Polk County River Place, Conference Room 3.