

City of Lawrence
Social Service Funding Advisory Board Meeting
February 16, 2017 Minutes

MEMBERS PRESENT: Burdett Loomis, Ranelle Fischer, Alice Lieberman,
Galenea Miller, Steven Davis, Felecia Cunningham

MEMBERS ABSENT: Scott Criqui

STAFF PRESENT: Casey Toomay, Assistant City Manager; Danielle
Buschkoetter, Management Intern

PUBLIC PRESENT: None.

Call to Order

Loomis called the meeting to order.

Introductions

The Board went around and made introductions. There was a new member,
Felecia Cunningham.

Approve Minutes

A motion to approve minutes from February 16, 2017 was made by Lieberman
and seconded by Fischer. The motion passed 6-0

Update Roster

The Board reviewed their contact information and provided updates as need.
That information was updated on the City website.

Review 2016 Bi-Annual Report

Loomis noted that in general the reports indicated how funds were spent.
However the reports varied greatly in the level of detail. Some were very specific
while others were vague.

Toomay noted that the Charter Ordinance states that the Board shall provide the
City Commission with a report stating whether agencies complied with all
requirements. The extent of the report has varied in the past. Toomay indicated
that some past reports have been a check list; some have had general
discussion; while others have gone agency by agency.

Steven asked about some of the other agencies and why they were not reviewed by the Board. Toomay outlined the history as well as the new process which will alleviate some of those concerns.

Cunningham asked if there is a core list of requirements that each agency has to provide. Toomay outlined the requirements that must be met for alcohol funds and non-alcohol funds.

Loomis indicated that he would like the report to have some general comments and highlight the concerns of the Board as appropriate.

Davis had concerns about the Ballard Community Center's turnover rate and the requested extension of the IRS form 990. Davis also noted DCCCA's high executive pay and that Bert Nash also requested an extension of the IRS form 990.

Loomis asked if the Board should care about turnover rates. Cunningham indicated that those rates may vary greatly depending on the agency.

Loomis indicated that the report outlining agency compliance should be fairly high level, however next year it should be reevaluated given the change from bi-annual reports to one annual report. Loomis noted that in general the reports adequately answered the questions posed.

Fischer noted that Big Brothers Big Sisters and Boys and Girls Club had the same report for alcohol funds and non-alcohol funds.

Davis indicated that he had some concerns with Ballard Community Center's audit. Miller noted that the discussion at the previous meeting helped outline what to look for in audits and IRS form 990s and that the Board can continue to review those and note any concerns that they may have.

Loomis noted that many agencies listed the same barriers on their bi-annual report. Steven added that many of these barriers were centered on affordable housing and good paying entry-level jobs. Fischer also noted that many agencies discussed mental health as a barrier.

Toomay indicated that staff would bring back a report for the Board to review in April that includes general overall comments about the bi-annual reports, concerns that were made by Board members about specific agencies, and barriers that many agencies are experiencing.

Discuss 2018 Allocation Process

Buschkoetter presented a general scoring matrix that could be used during the allocation process. Lieberman asked that the points be removed. Loomis noted that the matrix might not be the right scoring tool for this Board.

Buschkoetter asked if a matrix centered on each section of the application would be helpful. Lieberman indicated that it would be useful but that each person should be able to assess the applications using their own methods. Fischer also noted that a general matrix would be helpful.

Fischer indicated that she liked the process the Board used last year to make recommendations. Loomis also liked the process and wanted to use that again this year.

Discuss Minimum Funding Levels

Buschkoetter asked the Board if they would like to see minimum funding levels. Davis indicated that it should be discussed at some point but that it would not be fair to agencies to have that standard this year. Cunningham agreed but wanted to have that conversation at a later date.

Kansas Open Meetings Act Training

The Board reviewed the Kansas Open Meetings Act.

Next Meeting—April

The Board will review their annual report to the City Commission and review outside agency application for 2018 funds.

Adjourn

A motion to adjourn was made by Lieberman and seconded by Miller. The motion passed 6-0.