

Clinton/Jackson Decat Board Meeting
 Friday September 22nd, 2017
 Maquoketa Library
 226 11th, St.
 DeWitt, IA

Attendees: Mary Drees, Judge Tabor, Lonnie Lupker, Connie Murphy, Brian Bopes, Tom Meyer, Dan Srp, Mike Steines, Lori Frick

Staff: Nicole Mann, Jesse Mumm

Guests: Gwen Deming: CPPC Coordinator, Jeanette Harting Schroeder; Bellevue CSD, Penny West; AmeriHealth, Rachel Williams; Jackson County Campaign for Grade-Level Reading, Jane Schmidt; Maquoketa CSD

A. Introductions

Srp called the meeting to order at 1:01 p.m.

B. Review of Minutes-February 10th, 2017, May 19th, 2017

Frick moved to approve the February 10 and May 19 minutes, seconded by Lupker. All aye votes, motion carried.

C. Old Business

a. Evotes-School Proposals

Attached is the summary of the Clinton/Jackson FY17 Summer School proposals. School proposals are from Bellevue, Camanche, Easton Valley, Calamus Wheatland, Northeast, Andrew, Clinton, and Central DeWitt. Please respond YES or NO for each school to either accept or deny their request for funding from Decat. There are eight proposals so I will need eight votes from each of you. Please note that Northeast, Andrew, and DeWitt all requested more than the board approved \$10,000. If you are voting YES to these three applications, please make sure to specify up to the \$10,000 approved amount. The votes are as follows;

<u>Board member</u>	<u>Yes or No</u>
Brian Bopes	Yes with clarification on the admin fee
Connie Murphy	Yes to Bellevue, Camanche, Easton Valley, Calamus Wheatland, Clinton Yes, Andrew and Central DeWitt up to \$10,000. Yes to NE up to \$10,000
Dan Srp	Yes to Bellevue, Camanche, Easton Valley, Cal Wheat and Clinton. Yes to Andrew and CD up to \$10,000. Yes to NE up to \$10,000-with clarification of the admin fee.
Darwin Schupper	Yes, up to \$10,000, questions the admin fee from Northeast
Mary Drees	Yes to Bellevue, Camanche, Easton Valley, Cal Wheat and Clinton Yes to Andrew and CD up to \$10,000 Yes to NE up to \$10,000 with clarification regarding the admin fee
Judge Tabor	Yes maximum of \$10,000 on each proposal
Larry McDevitt	
Lonnie Luepker	Abstained
Lori Frick	Yes to Bellevue, Camanche, Easton Valley, Cal Wheat and Clinton. Yes to Andrew and CD up to \$10,000. Yes to NE up to \$10,000-with clarification of the admin fee.
Scott Hobart	Yes, with clarification on the Admin fee
Tom Meyer	Abstained from Bellevue. Yes to all others with a maximum of \$10,000 per contract
Mike Steines	Yes Bellevue Camanche, Eastern Valley, Calamus Wheatland, Clinton up to \$10,000 Yes up to \$10,000 NE, Andrew, Central Dewitt Clarification needed on Northeast Administration Fee

b. Evotes-Clinton/Jackson FY18 Budget

The board is proposing to approve the Clinton/Jackson FY18 Proposed Budget along with minutes from the May 19th meeting. At that meeting, DHS recommended increasing the Clinton/Jackson CPPC contract by \$5,000 like it did last year to help support training within the two counties. Bopes, Murphy, Srp, Schipper, Drees, Tabor, Steines, Frick and Hobart all aye votes, motion carried.

c. Evotes-DHS Transfer Letter

DHS is proposing to transfer an additional amount of \$42,600 in FY16 Child Welfare funds to the Clinton/Jackson Decategorization Project Governance Board to be used by June 30, 2018. DHS is designating these funds for programs planned for FY18 at the discretion of the Governance Board. Bopes, Murphey, Srp, Schipper, Drees, Tabor, Steines, Luepker, Frick and Meyer all aye votes, motion carried.

d. Evotes-JCS Transfer Letter

JCS is proposing to transfer in \$135,000 (state dollars) in FY17 Graduated Sanctions and Court Ordered Services funds to the Clinton/Jackson County Decategorization Governance Board. Special terms and Conditions designated in the transfer letter are as follows: \$125,000 of designated funds to be used for the Functional Family Therapy program for Federal Fiscal Year 2018 and 2019 and \$10,000 of designated funds to be used for delinquency prevention and intervention programming. Bopes, Murphey, Drees, Tabor, Schipper, Luepker, Frick, Hobart and Meyer all aye votes, motion carried.

D. Financial Report

a. FY17 Expenditure Review

FY17 is 100% through the fiscal year with a total 89% spent with a balance of \$30,606. Decat Coordination is at 81%, Summer Adventure-Bellevue Schools is at 100%, Summer Math and Literacy-Camanche Schools is at 100%, Summer School-Easton Valley Schools is at 100%, Summer Reading Initiative-Calamus Wheatland is at 64%, Summer Literacy and Numeracy program with Andrew Schools is at 98%, Adventures Summer Program with Clinton Schools is at 86%, Ekstrand Summer Program with Central DeWitt is at 57%, My Community My Future is at 32%, Community Base Trainings(FTDM) is at 28%, Victim Restitution is at 28%, Big Brothers Big Sisters is at 100%, CPPC is at 96%, Step In BIS is at 95%. Frick inquired why spending for My Community My Future was so low. Mann is unsure. Srp encouraged Mann to reach out and bring back underspending information to the board. Mann reported that FTDM is low because the people that were approved for the training didn't show up.

*Agenda item moved c.ii.

Srp called for approval of the transfer of \$125,000 to CJP to be used for the Functional Family Therapy service in the 7th Judicial District.

Drees moved to approve the transfer of \$125,000 to CJP for FFT, Steines seconded. All aye votes, motion carried.

b. FY17 Final Budget

Mann reviewed the FY17 budget. \$221,505 will need to be spent by June 30, 2017. Next fiscal year there will be \$486,671 to spend by June 30, 2018. There is \$45,853 to be spent by June 30, 2020. This updated budget shows the FFT transfer approved today, Verified carryforward and the JCS Transfer to be used by June 30, 2019.

Drees moved to accept the FY18 budget as presented, Steines seconded. All aye votes, motion carried.

c. FY18 Budget

There is \$466,380 to be spent by June 30, 2018, \$45,853 to be spent by June 30, 2019 and \$35,659 to be spent June 30, 2020. There is \$189,068 programmed this year. That leaves \$277,312 to allocated and spent by the end of FY18. Mann has funding suggestions, which will be discussed later in the budget. The final carryforward numbers are included in the budget for FY16 and FY17, along with the Transfer to Muscatine approved today. The increase to CPPC has been added as well.

Drees moved to approve the FY18 budget as presented, Bopes seconded. All aye votes, motion carried.

i. Individualized Diversion Program

*Agenda item moved-discussed prior to c.

Muscatine holds the IDP contract. In previous years the Muscatine Decat board has had extra funds available and have covered all costs for the Eastern Iowa Service Area. This year funds are low in Muscatine County. Mann is recommending transferring \$20,000 to cover Clinton/Jackson cost to run the IDP program.

Steines moved to approve the transfer of \$20,000 to Muscatine Decat for the IDP contract, Frick seconded. All aye votes, motion carried.

ii. CJP Transfer

*discussed after 4.a.

d. FY18 Expenditure Review

FY18 is 8% through the fiscal year with a total 8% spent with a balance of \$192,247. Decat Coordination is at 15%, Community Base Trainings is at 0%, Victim Restitution is at 0%, CPPC is at 7%, Step In BIS is at 8%. There were no questions at this time.

E. FY17

a. 3rd Quarter Report

Mann reviewed the 3rd quarter reports; there were no questions at this time.

b. 4th Quarter Report

Mann reviewed the 4th quarter reports. BBBS mentoring is missing one performance measure. Mann will send out when updated.

F. FY18 Programming

a. School Summer Programming

Mann met with Luepker and Meyer about the process of the summer contracts. For FY17 billing had to be submitted by August 7, which didn't leave much time for schools to complete the program and submit GAX forms. Obstacles resulted in billings and quarterly reports being submitted late. Funds were challenging to manage for schools. Mann is proposing an easier contract processing; there is \$277,312 that must be programmed and spent by the end of FY18. Mann would like to release the school proposals now instead of waiting until the end of the fiscal year. Mann is also suggesting a per day unit rate, which will be figured out individually/internally by the school districts and submitted with their budget. With this new budget system there is a risk of schools losing or keeping extra funds if the budget is not computed accurately. Mann also plans to create a quarterly report template which will be required in order to get reimbursed. Srp inquired in overage/carryforward funds can be considered when approving the applications for the following year. Meyer state that it would make sense to use any excess funds for the next year's program. This could also be utilized for a jump start program at the beginning of the school year. Mann can include a question about how carryforward money will be utilized in the next year's application. Harting-Schroeder stated that a carryforward funding option would be very beneficial. The current timeline for programming is very challenging and extra funds may help raise the quality of the program. Judge Tabor stated that if 9 schools are funded this would be a \$90,000 contract. Judge Tabor inquired if schools could need more funds than that, Srp suggested another round of applications can be sent out if extra funds are available. Frick noted that if a unit rate is utilized a final number needs to be decided on for budgeting purposes. A summer school or after school option would benefit schools. Drees would like a minimum number of kids to be served included in the contract. Judge Tabor suggested funding 10 schools for \$15,000 each for a total contract of \$150,000.

b. Jackson County Conservation

Jackson County Conservation is requesting their budget for next fiscal year. Mann has concerns because quarterly reports were not provided in FY17, leaving no way to see if performance measures are being met. She has followed up with Jennifer Meyer. Srp would like more information on how the contract is performing before a number is given.

c. Big Brothers Big Sisters-Mentoring

Outcomes need to be received before any requests can be considered.

d. Step-In

The contract was cut at the beginning of the fiscal year, currently the director takes cases to manage the work load. She is requesting an increase from \$166,818 to \$188,218 to operate at full staff. Mann inquired what would happen if funding went away next year. She reported that the staff would move to another LSI program. They have had 132 referrals with 101 served. There is not a wait list, the number decrease is from families denying services. Judge Tabor described the Step-In Program, and supports the increase. Drees is concerned since there is not waitlist the extra funds won't be expended. Mann suggested having LSI do a presentation on the program at the next meeting and then funding options can be decided on.

e. Frank Kros Consultation

Last year Frank Kros provided trainings across the Eastern Iowa Service Area regarding new ways to look at adolescent brains. This year Mann is looking into having an agency consultation training. This would be a \$7,000 fee per day he is in the area. Mann is putting together a menu items of his services. This is just for the boards information today.

f. Mini Grant Opportunities

Mann is suggesting a mini grant opportunity be released to the community. This would be funding up to \$4,500 with a application deadline of November 1. This is a good way to find out what the community needs. This requires no sustainability option. These can be approved as they come into Mann. A final number does not have to be decided on.

*Mann also mentioned there is an option for a Grant Writing 101 training. This would be a full day training for \$2,000 by Linda Wastyn; Wastyn and Associates. Other decat boards have expressed interest in this training. This could benefit the community greatly, with funding levels decreasing.

Judge Tabor moved to increase the Community Based Training contract by \$2,500 to provide the Grant Writing 101 training, Frick seconded. All aye votes, motion carried.

Summary-There is \$277,312 to spend, if \$150,000 is allocated to the summer school programs, \$22,000 to increase Step-In(if approved) and 10 mini grants up to \$4,500 that would leave \$60,312 left to program and spend by the end of FY18.

Frick moved to approve \$150,000 for 10 schools to provide summer and after school programming, a \$22,000 increase to Step-In BIS and up to 10 mini-grants at \$4,500 each, Judge Tabor seconded. Luepker and Meyer abstained, all aye votes, motion carried.

G. Legislative Updates

There will be no special session

H. Other Business

None

I. Public Input

Jackson County Summer Adventure Program provided a handout sharing student feedback. An email was read from the principal thank decat for the funds.

J. Future Meeting Date-December 1st at the Satellite office in Dewitt.

K. Adjourn

Murphy moved to adjourn the meeting at 2:29 p.m. seconded by Judge Tabor.