

**Hennepin South Services Collaborative
BOARD of DIRECTORS MEETING
Wednesday, November 12, 2008**

Bloomington Civic Plaza – McLeod Meeting Room

MINUTES

Board Members Present: Mark Bernhardson, City of Bloomington; Les Fujitake, Bloomington Schools

Mandated Partners Board Members Present: Karen Zeleznak, Bloomington Public Health; Gloria Lundberg-Jorgenson, Hennepin County

Liaisons Present: Carol Huttner, Bloomington/Richfield Schools; Denise Royer, City of Bloomington; Molly Koivumaki, City of Eden Prairie; Gretchen Durkot, Eden Prairie Schools

Staff Present: Daryl Coppoletti, Laurie Pennebaker

Call to Order

Durkot called the meeting to order, in the absence of a Chair, at 3:10 p.m.

I. Approval of Agenda

**Fujitake moved & Zeleznak seconded the motion to approve the agenda.
*Motion Carried.***

II. Approval of Minutes – August 13, 2008

**Zeleznak moved & Huttner seconded the motion to approve August 13, 2008 minutes.
*Motion Carried with three abstentions by those not in attendance at the August meeting.***

III. Interim HSSC Board Chair – The HSSC Board has been without a Chair since the retirement of Dr. Devlin. Bernhardson offered to serve as Interim Chair until a permanent chair is identified.

**Huttner moved & Lundberg-Jorgenson seconded the motion to appoint Bernhardson as Interim Chair of the HSSC Board, until a permanent Chair is identified.
*Motion Carried.***

IV Research, Planning, and Coordination (RPC) – Daryl Coppoletti, Regional Planning Coordinator

• **Hennepin County contracts for 2008 – RPC**

Coppoletti included his draft letter to the Hennepin County Commissioners regarding the 2009 RPC funding. He admitted that HSSC is at more risk of not being funded and asked for comments and suggestions. It was suggested he send a copy to the newly elected commissioners. Also suggested, Coppoletti should include a statement ensuring the county that HSSC priorities align with the county priorities. Finally, Coppoletti could offer to set up a meeting if a commissioner would prefer. Coppoletti said he will add these changes and have Bernhardson sign the letters in order to mail them on Friday, November 14th. He said the Northwest Hennepin Human Services Council is sending the same type of letter to the commissioners.

**Durkot moved and Huttner seconded the motion to approve the letter as discussed, have Bernhardson sign them, and have Coppoletti mail them on Friday, November 14th.
*Motion Carried.***

- **2007-2008 Work Plan update**

Coppoletti gave an update on the 2007-2008 Work Plan. He continues to obtain and analyze mortgage foreclosure auction data from the Hennepin County Sheriff's website and will very soon be distributing an analysis of 30 months of foreclosure data (from January 2006 to June 2008) that finds the number of Minneapolis foreclosures appears to be leveling off while the number of Suburban foreclosures is continuing to increase. Last month the numbers spiked up again so he will see where the numbers go next month. Richfield continues to increase, Eden Prairie has gone down, and Bloomington is starting to drop too. He reiterated that this is only sheriff sale data, not when a homeowner gives back his home directly to the bank (often called a "short sale") – this type of information is not included in the numbers he can obtain. Coppoletti stated that he has decided to delay the distribution of his analysis of affordable housing in the South Hennepin area so that it can be "packaged" with information he has gathered on "best practices" in creating integrated affordable housing in communities. He will ask the Self-Sufficiency Coordination Team to review and comment on the "best practice" information before he distributes it to the HSSC community. This will likely happen in the next couple of months. It was suggested he contact the HRAs for additional information. Coppoletti will also finally be able to pull data from the American Community Survey from the Census Bureau for our cities when it is released in early December. He will then update the demographic databooks for each community with the new information from the last three years.

- **Approval of 2009-2010 Work Plan**

Coppoletti included the final draft of the 2009-2010 Work Plan. All three Coordination Teams developed priority issues, identified barriers, and developed specific activities. Clare MacDonald-Sexton compiled Team members' feedback on the "Top 6" priority activities and estimated the number of meetings for each activity to assist the Coordination Teams in the final determination of which activities would be included in the 2009-2010 Work Plan. Coppoletti and MacDonald-Sexton then developed outcomes for each activity. All the teams are very energized to work on the activities over the next two years. Coppoletti said that he presented the completed 2009-2010 Work Plan to the CAT at their October meeting and they recommended it for approval by the Board of Directors. Discussion followed regarding the Self-Sufficiency Community Engagement Activity – "*coordinating a forum with legislators*". Coppoletti clarified that HSSC would maintain strict boundaries to prevent lobbying and that the activity could include participating with other agencies/events to advance this issue as well as other emerging issues.

**Durkot moved and Fujitake seconded the motion to approve the 2009-2010 Work Plan.
*Motion Carried.***

V. Family Services Collaborative (FSC) – Laurie Pennebaker, FSC Coordinator

LCTS Updates

- **2009 Spending Plan**

Pennebaker said that the Collaborative Advisory Team (CAT) recommended the HSSC Board approve the 2009 LCTS Spending Plan, included in the packet. The total amount equals the LCTS payments for second, third, and fourth quarter 2007 and the first quarter 2008, a total of \$446,554. Also, 2007 carry over funds were added to equal \$576,800 for the total 2009 LCTS spending plan. The Alliance grant was paid in August for the school year 2008-2009 in the amount \$114,000.

**Fujitake moved and Koivumaki seconded the motion to approve the 2009 LCTS Spending Plan in the amount \$576,800.
*Motion Carried.***

- **2008 quarterly LCTS payments**

Pennebaker explained that the Medicaid portion of the LCTS payment in the first and second quarters of 2008 was not issued until after the CAT made recommendations for 2009 spending. The CAT would like to the Board to approve the additional spending of the first quarter 2008 Medicaid portion of the payment equaling \$84,874, for locally approved programs.

Durkot moved and Fujitake seconded the motion to approve spending the additional \$84,874 (the first quarter 2008 Medicaid portion) for 2009 LCTS locally approved programs.

Motion Carried.

The 2009 LCTS Spending Plan is approved for \$661,674. This is a reduction from the 2008 LCTS Spending Plan of \$732,006. The schools and Bloomington Public Health continue to do a great job participating in the time study to generate LCTS dollars. As the federal government continues to tighten the requirements and shrink the ability to generate dollars, HSSC will continue to allocate the LCTS dollars wisely and efficiently.

- **Federal Disallowance/Payback**

Pennebaker reported that the HSSC agreement to pay back the collaborative disallowance of \$414,958 in three annual payments of \$138,319.33 with no added interest was accepted by Hennepin County. HSSC will mail the first check, as invoiced by Hennepin County, at the end of November. The current balance of unspent LCTS earned interest will cover the first annual payment of \$138,319 in 2008.

- **Alliance update**

Durkot & Huttner reported that the Alliance meeting was held on September 25th and they reviewed the highlights of that meeting. Most importantly, the Alliance will not request LCTS funds from family service collaboratives at the financing framework meeting on November 19th. The Alliance will continue to meet at least three times per year existing on their surplus funds to support cross-coordination in Hennepin County. The new administration may extend the March 31st moratorium on LCTS Medicaid funding reduction until July; updates will be forthcoming. Pennebaker reported that she was elected to serve on the Executive Committee of the Alliance as a representative of the Collaborative Coordinators.

- **Homeless Prevention and Emergency Services Update**

Pennebaker included an update on the Homeless Prevention and Emergency Services contracts with Hennepin County. The success story describes how a Bloomington single mother, experiencing a financial crisis, was able to receive assistance from VEAP to move into a more affordable apartment after losing her job. VEAP was able to use the emergency funding administered by HSSC and food shelf support to help stabilize the individual in affordable housing; without this emergency assistance, this family would likely have ended up in county shelter. Bernhardson suggested these success stories be sent to our legislators to show the good work of our community agencies & how this is saving government dollars.

VI. Financial

- **Review Disbursements**

Coppoletti showed a list of disbursements from 8/14/2008 to 11/12/2008 for Board review and financial oversight as directed by the auditors.

- **Balance Sheet and Profit & Loss**

Coppoletti presented both reports for review and financial oversight as directed by the auditors.

Fujitake moved and Durkot seconded the motion to accept the financial reports.

Motion Carried

- **Coppoletti's Expense Report – August through October 2008**

Durkot moved and Fujitake seconded the motion to approve Coppoletti's Expense Report.

Motion Carried

VII. Next Meeting

- **2008 Budget vs. end of the year actuals**
- **Revised 2009 Budget**
- **Financial review & oversight as recommended by auditor**
- **Daryl's Annual Performance Review**

**VIII. Meeting adjourned at 4:20 p.m. moved by Fujitake and seconded by Zeleznak.
*Motion Carried.***

**~ Next Meeting ~
Wednesday, February 11, 2009
3:00 – 4:30 p.m.
Eden Prairie Housing & Community Services
(Lower level of Eden Prairie Center)**