

COMMUNITY AND SUPPORT SOCIAL SERVICES ADVISORY COUNCIL

MEETING MINUTES

| Date/Time | Location | Attendees |
|------------------------------------|--|---|
| January 26, 2017 11:30- 1:00 PM | County Government Center 2001 South State Street South Building, Room S-2950 | CSSAC: Ann Cline, Glenda Riesen, Stephanie Harpst, Jared Gleue, Kathy Hale, (via phone) Stephanie Tobey, Lloyd Alexander, Michele Weaver, Juliana Preston Staff: Stephnie Gyllenskog, Karen Kuipers, Rory Christensen, Sharon Pierce Absent: Dick Gaddis, Fahina Tavake-Pasi, Stephen Cotterell, |

Agenda

1. Welcome.....*Jared Gleue*
2. Approval of January 19th meeting minutes.....*Jared Gleue*
3. Follow up on issues, questions, concerns from January 19th meeting.....*Karen Kuipers*
4. Intent to abstain/recuse from any of Group #2 Applications (3-5).....*Committee Members*
5. Discussion of Review Group #2 Applications (Domestic Violence & Sexual Assault, Tabs 3-5)
 - a. Need (*Glenda, Stephen*)
 - b. Program Design (*Juliana, Michele*)
 - c. Outcomes & Benefits (*Stephanie T., Ann*)
 - d. Coordination & Collaboration (*Juliana, Stephanie H.*)
 - e. Management Ability & Agency Capacity (& Internal research questions) (*Michele, Lloyd*)
 - f. Budget & Leverage (*Kathy, Jared*)
6. Identify staff follow-up / Review Group #2 Applications
7. Plan for next meeting: Review Group #3a (Mental Health Disorders & Disabilities) & #3b (Substance Abuse)
8. Adjourn

| Topics | Discussion | Motions & Action Items |
|--|---|---|
| Welcome | Committee members were welcomed. | |
| Approval of January 19th meeting minutes. | The minutes were requested to be approved. One misspelling was noted for correction. | Kathy motioned to approve the minutes. Glenda seconded. Motion approved. |
| Follow up on issues, questions, concerns from January 19th meeting | There was an update resulting from a follow up discussion with the District Attorney. There was concern that members might be influenced by seeing other members scores, therefore it was requested that members no longer discuss individual scores at the meetings. Instead, members will describe their evaluation in non-numeric terms, such as "above average" or "high". A committee member advised staff that she will no longer be able to participate; therefore there will be 10 voting members instead of 12 for the FY17 review cycle. The request for clarifications were sent out from the last meeting, but they have not been received as of yet. This will be forwarded to members as soon as they have been received. | |
| Intent to abstain/recuse from any Group #2 Applications 3-5 | No conflicts were declared. | |
| Discussion of Review Group #2 Applications | Applications in review group #2 were discussed: | |

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| (Domestic Violence & Sexual Assault, Tabs 3-5) | 3-The Rape Recovery Center (Stabilization Services for Survivors of Sexual Violence) 4-South Valley Sanctuary (South Valley Services Shelter Services) 5-YWCA of Utah (Women in Jeopardy Program) | |
| Identify staff follow-up / Scoring of Review Group #2 Applications | <p>Requests for clarification on applications.</p> <p>Rape Recovery Center – 1) Describe the factors that have contributed to the current board makeup, including turnover in the past year and if there are considerations that account for the strong representation from the U of U; 2) request additional information regarding the details of how State funds are used for services to address needs of sexual assault.</p> <p>South Valley Sanctuary – 1) Request budget clarification to find out if only the Victim Advocacy programming is represented in the application budget, specifically if the other 5 programs described in the narrative have separate budgets e.g. case management; 2) advise if there are opportunities for victims or survivors of domestic violence to be represented on the Board of Directors, or other meaningful participation in policy-setting or decision making of the organization.</p> <p>YWCA Utah – 1) Clarification of budget variance from FY16 regarding the ratio of benefits to salaries.</p> <p>Staff will give guidance regarding if it's appropriate to look at past applications.</p> | |
| Plan for next meeting: Review Group #3a (Mental Health Disorders & Disabilities) &3b (Substance Abuse) | <p>Five applications are scheduled for discussion during the next meeting (#3a -Mental Health Disorders & Disabilities and #3b - Substance Abuse).</p> <p>A summary of the responses to the Outlook meeting invitations through March was distributed for board member review and update.</p> | |
| Adjourn | Stephanie H. moved to adjourn; Michele seconded. Motion approved. | Adjourn 1:05 |

| NEXT MEETING | | |
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| Date/Time | Location | Action Items |
| February 2nd, 2017 11:30 to 1:00 PM | County Government Center 2001 South State Street South Building, Room S-2950 | <ul style="list-style-type: none"> □ Staff will send requests for clarification to the Rape Recovery Center, South Valley Services and the YWCA. □ Staff will give guidance if it's appropriate for committee members to reference prior applications that they have access to in ZoomGrants™. |