

# COMMUNITY AND SUPPORT SOCIAL SERVICES ADVISORY COUNCIL

## MEETING MINUTES

Date/Time	Location	Attendees
February 2nd, 2017 11:30- 1:00 PM	County Government Center 2001 South State Street South Building, Room S-2950	<b>CSSAC:</b> Glenda Riesen, Stephanie Harpst, Jared Gleue, Kathy Hale, Stephanie Tobey, Lloyd Alexander, Juliana Preston, Stephen Cotterell, <b>Staff:</b> Stephnie Gyllenskog, Karen Kuipers, Rory Christensen <b>Absent:</b> Michele Weaver, Ann Cline, Sharon Pierce

### Agenda

1. Welcome.....*Jared Gleue*
2. Approval of January 26<sup>th</sup> meeting minutes.....*Jared Gleue*
3. Follow up on issues, questions, concerns from January 26<sup>th</sup> meeting.....*Karen Kuipers*
4. Intent to abstain/recuse from any of Group #3a & 3b Applications (6-10)*Committee Members*
5. Discussion of Review Group #3a Applications, Mental Health Disorders & Disabilities (Tab 6) & Discussion of Review Group #3b Applications, Substance Abuse including Alcohol (Tabs 7-10)
  - 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 #3 Applications
7. Plan for next meeting: Review Group #4 (Homeless Services)
8. Adjourn

Topics	Discussion	Motions & Action Items
<b>Welcome</b>	Committee members were welcomed.	
<b>Approval of January 26<sup>th</sup> meeting minutes.</b>	The minutes were requested to be approved.	Stephanie T. motioned to approve the minutes. Lloyd seconded. <b>Motion approved.</b>
<b>Follow up on issues, questions, concerns from January 26<sup>th</sup> meeting</b>	<p>The answers to some of the questions from last week were provided to members. The YWCA response is still pending.</p> <p>There was an email sent out to provide guidance regarding the practice of referencing past applications, as well as other information that committee members are privy to due to personal experiences, employment, associations, personal research or participation on previous committees. It was stated that this individual insight is very valuable to the committee discussion. It was clarified that if there is any information that a committee member is aware of that is meaningful enough that it impacts their evaluation, that the member should bring that info to the discussion and share it with the rest of the committee.</p> <hr/> <p>There was a new program dashboard introduced and displayed on the ZoomGrants™ website.</p>	
<b>Intent to abstain/recuse from</b>	No conflicts were declared.	

any of Group #3a & 3b Applications 6-10		
Discussion of review group #3a Mental Health Disorders & Disabilities (tab 6) & Discussion of review group #3b Substance Abuse including Alcohol (tabs 7-10)	Applications in review group #3 were discussed: 6- <b>Alliance House</b> – Video was shown 7- <b>First Step House</b> – Video was shown 8- <b>The Haven</b> –Video was shown 9- <b>Odyssey House</b> (parents with children) – Provided a map 10- <b>Odyssey House</b> (transitional housing) – Provided a map	
Identify staff follow-up / Scoring of Review Group #3 Applications	Requests for clarification on applications to be sent to agencies: <b>Alliance House</b> – <b>1)</b> Define the clubhouse model, and provide standards; <b>2)</b> Clarify the key variables that are considered when determining whether the goal for each member will be part-time or full-time employment; <b>3)</b> For those Alliance House members that are identified in Q#13 as requesting services, yet who are not able to be served due to staffing/funding constraints, describe what referrals or alternate program options are provided; <b>4)</b> Anticipate the impact, if any, on the access to Alliance House services for homeless individuals after homeless shelters move to new locations. <b>First Step House</b> – <b>1)</b> Clarify if/how the additional case management resources requested in this application impact the ability of the program to meet its Pay-For-Success goals; <b>2)</b> Provide any additional information on industry averages for the costs of residential treatment for substance abuse. (Nationwide and/or local.) Include key variables that are considered when differentiating programs; <b>3)</b> Clarify if sex offenders or other offender types are "screened out" or accepted, and if therapy is tailored to meet individual needs e.g. sex offender programs. <b>The Haven</b> – 1) Clarify if the response regarding collaboration is an accurate reflection of the agency partnerships, or if there is a misunderstanding on question #35 due to guidance given in the application training materials; <b>2)</b> Provide any additional information on industry averages for the costs of residential treatment for substance abuse. (Nationwide and/or local.) Include key variables that are considered when differentiating programs. <b>Odyssey House</b> – No questions specific to Parents With Children application. Will ask if agency can provide any additional information on industry averages for the costs of residential treatment for substance abuse. (Nationwide and/or local.) Include key variables that are considered when differentiating programs. <b>Odyssey House</b> - No questions specific to Transitional Housing. Will ask if agency can provide any additional information on industry averages for the costs of residential treatment for substance abuse. (Nationwide and/or local.) Include key variables that are considered when differentiating programs.	
Plan for next meeting: Review Group #4 (Homeless Services)	Five applications are scheduled for discussion during the next meeting (Review Group #4 - Homeless Services).	
Adjourn	Julianna moved to adjourn; Stephanie H. seconded. <b>Motion approved.</b>	<b>Adjourn 1:04</b>

## NEXT MEETING

Date/Time	Location	Action Items
February 9th, 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"> <li>□ <b>Staff will send requests for clarification to the Alliance House, First Step House, and the Haven.</b></li> </ul>