

**COMMUNITY AND SUPPORT SOCIAL SERVICES ADVISORY COUNCIL**  
**MEETING MINUTES**

<b>Date/Time</b>	<b>Location</b>	<b>Attendees</b>
March 15, 2018 11:30- 1:30 PM	County Government Center 2001 South State Street South Building, Room S-2950	<b>CSSAC:</b> Lloyd Alexander, Stephanie Tobey, Matt Klein, Tyler Hall, Stephanie White, Jennifer Seltzer Stitt, Glenda Riesen, Stephen Cotterell, Rocio de Maria Torres Mora, Michele Weaver, Stephanie Harpst <b>Staff:</b> Sharon Pierce, Amanda Cordova, Susie Sullivan, Stephnie Gyllenskog, Karen Wiley, Karen Kuipers Excused: Syd Peacock, A.J. Metz, Troy Runnells

**Agenda**

1. Welcome & approval of March 8th meeting ..... *Lloyd Alexander*
2. Presentation of final ranking of applications.....*Karen Kuipers*
3. Review and discussion of funding scenarios ..... *Committee*  
(Committee members that are unable to attend meeting in person should email comments to Karen K prior to 10am 3/15/2018)
4. Determine tentative recommendations to Mayors (pending announcement of approved federal budgets)
5. Plan for next meeting:
  - a. Update to tentative recommendations for Mayor based on available federal budget information.
  - b. Committee clarification to staff - criteria to use for any adjustments necessitated by variances between estimated available funding and final federal budgets.
  - c. Debrief of FY18 review process.
    - i. What worked, what needs to be improved? Suggestions for FY19.
    - ii. Review of general suggestions to agencies for future applications.
    - iii. Review of agency-specific input to be shared at agency de-briefing.
    - iv. Review of status of committee appointments and terms.
6. Adjourn

**Next Meeting March 22, Room S2-950**

<b>Topics</b>	<b>Discussion</b>	<b>Motions &amp; Action Items</b>
<b>Welcome</b>	<i>The Chair welcomed members.</i>	
<b>Approval of the March 8<sup>th</sup> Minutes</b>	<i>The Chair asked if the minutes were ready to be approved.</i>	Minutes were approved as presented.
<b>Presentation of final ranking of applications</b>	<i>Staff presented a summary of the key points of interviews that were conducted with 4 formerly homeless individuals who are currently residing at Grace Mary Manor. The focus group was facilitated by Salt Lake County staff on March 13<sup>th</sup>. The purpose was to ensure that those with lived experiences of homelessness have the opportunity to have their input considered in the allocation process. Both the value and the limitations of the insight was discussed. Staff explained that the focus groups would be expanded in the future, and staff will be able to apply lessons learned from this initial activity.</i>  <i>Staff presented the final ranking of projects based on the scores that had been locked. A spreadsheet detailing line item requests for each project was provided, for committee reference as funding options were discussed.</i>	

<p><b>Review &amp; Discussion of funding scenarios (Committee members that are unable to attend meeting in person should email comments to Karen K prior to 10am 3/15/2018)</b></p>	<p>Staff presented four different funding scenario options for members, based on prior committee discussion and prior year approaches, and additional approaches were also discussed and developed with committee input. Approaches included: 1) Funding by straight ranking, fully funding projects with the exception of capping at available ESG for top ranking provider; 2) Straight Rank, full amount, ESG eligible funded first except adjust \$'s of lower ranking ESG contracts to factor RRH requirement; 3) Cap Projects @ \$80K, Agencies @ \$120K, and adjustments made from lowest ranking projects; 4) Proportionate Funding in Review Groups by rank; 5) Initial 75% of ask, none reduced below threshold, top quartile of awards (top 3) get funded as fully as possible (95%), drop off lowest.</p> <p>Priorities of the committee that were voiced included funding as many projects as possible, and rewarding higher ranking projects by funding higher percentages of those requests, and lower percentages to the lower ranking projects. Concerns were voiced about the potential for agencies to request higher amounts than needed if the committee establishes a precedent for recommending allocations based on percentages. The concerns were countered by committee members that felt if grant writers were inflating the request, that the appropriateness of the amount would have been addressed in the scoring of the "Need" criterion.</p> <p>Members eliminated their least favorite funding scenarios. A suggestion was made to further develop the tiered approach. It was determined that one of the committee members would help staff develop the tiered approach, and that the tiered approach would be added to two most popular scenarios for committee consideration. The scenarios will be forwarded to members via email, and the committee will be asked to express their individual preference before Monday, March 19<sup>th</sup>.</p>	
<p><b>Determine tentative recommendations to Mayors (pending announcement of approved federal budgets)</b></p>	<p>If the individual preferences that are expressed to staff by Monday March 19<sup>th</sup> indicate that there is consensus on any particular scenario, that scenario will be fully worked out with funding sources applied for next week's meeting discussions.</p> <p>Staff advised the committee that it is currently scheduled to present the final recommendations to the Mayor on April 2<sup>nd</sup>. The public hearing is scheduled for April 16<sup>th</sup> from 4-6 pm, and committee members are encouraged to attend.</p>	
<p><b>Plan for next meeting:</b></p>	<p>a. Update to tentative recommendations for Mayor based on available federal budget information. Staff is meeting with the Mayor on April 3<sup>rd</sup>.</p> <p>b. Committee clarification to staff - criteria to use for any adjustments necessitated by variances between estimated available funding and final federal budgets.</p> <p>c. Debrief of FY18 review process.</p> <p>i. What worked, what needs to be improved? Suggestions for FY19.</p> <p>ii. Review of general suggestions to agencies for future applications.</p> <p>iii. Review of agency-specific input to be shared at agency de-briefing.</p> <p>iv. Review of status of committee appointments and terms.</p>	
<p><b>Adjourn</b></p>	<p><b>1:27</b></p>	

NEXT MEETING		
<p><b>Date/Time</b> March 22nd, 2018 11:30 AM</p>	<p><b>Location</b> County Government Center 2001 South State Street Ste. S2950</p>	<p><b>*Action Items</b></p> <ul style="list-style-type: none"> <li>• <b>Tyler will assist staff to generate the option of the "tiered" scenario</b></li> <li><input type="checkbox"/> <b>Staff will provide members the top two preferred scenarios plus the new tiered scenario via email.</b></li> <li><input type="checkbox"/> <b>Committee members will advise of their preferences by Monday, March 19<sup>th</sup>.</b></li> </ul>