



# Minutes

## **GKCCEH Monthly Board Meeting**

📅 Fri January 8th, 2021

🕒 8:30am - 10:00am CST

📍 <https://us02web.zoom.us/j/83948913646>

### **👤 In Attendance**

#### **1. Call to Order**

January 8 2021, 8:33am

Board members:

Matt Watkins, Simon Mesmer, Precious Stargell Cushman, Marqueia Watson, Amber Bauer, Cara Hoover, Christy McMurphy, Heather Bradley-Geary, Jameson Auten, Susila Jones, Tiffany Buckley,

Guests:

Alina Heart, Amy Copeland, Houston DeFoe, Nellie McCool, Rebecka Noel, Stacy Shaw

#### **2. Approval of Minutes**

December minutes, approved.

Motion from Susila Jones, Heather Bradley Geary 2nd.

#### **3. Public Comment**

Heather Bradley Geary- suggestion to keep public comments to 2 minutes. Volunteered to keep track of time limit.

No comments.

#### **4. Guest Presenters: Support KC Noelle Peck- Speaker**

- Nonprofit that supports other nonprofits in KC metro with finance support, fund development, data.
- Assessment of accounting structure, system and policies and procedures.
- Grant tracking/reporting
- GKCCEH Responsibility:
- Receiving training, maintaining original records and filing, provide important information to SKC

### **Dan Conge- Speaker**

- What has been accomplished:
- Set up electronic bill payment system that is linked to quikbooks, establish month accounting process & procedures, clean up prior accounting data, bank activity sync
- In progress:
- 1099 Submission, fixed asset review, expense reclassification, KCMO grant submittals, financial policies and internal controls, assessing best practices.
- Walked through balance sheet to clarify expenses/revenues and the way they are documented and reported.
- Want to recognize revenues and match when the activities are occurring.
- Matt W.- will this raise any flags?

Dan Conge- This is pretty general practice, the right way to do it in my opinion.

Noelle- will be a red flag because it's such a large amount, but it is something that can be explained.

Dan Conge- not uncommon to have negative balance in reimbursements. What information do you all want to see? We are able to represent information in other ways, and are wanting feedback.

Noelle- This can be a confusing spreadsheet for boards, because of account jargon. Using unrestricted dollars for restricted purposes, will be monitored by SKC.

Precious- do we sign off on this? If we're tapping into restricted assets for unrestricted activities, is there something we as a board need to do?

Noelle- Let's monitor over the next couple of months. Look at money in bank account and see what's restricted to see what we have left. A tax projection may be helpful. Not sure what a board sign-off would look like.

Precious- A cash projection would be ideal and incredibly helpful.

Matt W.- As long as financials are submitted and talked about, is there a necessary approval or not?

Marqueia- Because of tight timeline on HUD grants, there is a lag on our expenditures, specifically planning grant.

Noelle- we will work on projection and grant spend-down.

## **5. Finances**

Simon and Marqueia-

- Waiting on reimbursements from KCMO grants. Not yet submitted reimbursement requests.
- For Jackson County COVID relief- we spent that down fully. Have been approved for reimbursement.
- Moving forward with budget process for FY22.
- Do we still need 75,000 line of credit? Suggested decreasing limit to 50,000.
- KCMO funding request- reaching out to John Wood to bump us back up to 120-140k. Did preliminary pass on budget, and it looks like our request would be 155k, comfortable with increasing our ask.
- Discussed with city officials the need for additional staff and technology capacity, the need for staff to attend national conferences. John Wood believed there was ample support.
- HMIS 2020- in process of cleaning up spreadsheet that was received to track HMIS user fees. Cutting invoices in Quikbooks to submit to providers. Identified 70 organization that are participating in our HMIS, 27 who are regular dues paying members. Under funded to operate HMIS, we will need to find more money as staff is added.

Matt W.- We would like to see HMIS be free

Marqueia W.- Greg and I mapped out 5 potential funding schemes. Looking at adding HMIS dues in membership fees. Potentially sliding scale. Would like the community to vote on funding scheme.

Precious- Right now, until we have a different types of funding sources, we need to make sure we have our liquidity in play. Internally and independently to increase the line.

Marqueia- I agree with that, especially with pandemic that is a really good point. One of the focuses is internal controls, set a limit internally.

Simon- never needed 50k, felt a temptation that we don't need. Had not considered impact.

#### a. **FY22 Budget Planning Process & Priorities**

Marqueia Looked at KCMO budget, how I arrived at 155k.

##### i. **Proposed Activities**

Boards disposition on approaching unified government for support?

HBG- Definitely worth a reach out.

##### ii. **Timeline**

Simon and Marqueia will be working on draft budget for next board meeting, finalized in April.

##### iii. **Finance Committee**

Marqueia W.- Is this something the board would like to discuss on its own? How will we move on that?

Precious- I think there is opportunity to have more support for this effort

Susila- finance committee beneficial for a second set of eyes. Volunteer to be on it.

Marqueia- Certain board member's time will be up, specifically Heather Bradley Geary.

Heather Bradley Geary- support a finance committee, onboard who is going to be the next person to chair the administration committee. It is a big undertaking. I have two more years.

#### iv. **Financial P&P Recommendations**

## 6. **Org and Staff Update**

Marqueia Watson-

- Homeless Lives Matter. Several members of our community have lost their lives over the last several weeks. We need to acknowledge and affirm this line of work. Our team is doing everything we can do advocate for people who could lose their lives on the streets.

Current Projects-

- New staff member- Amber Bauer
- New practicum student- from UCM, will be with us for 32 hrs a week.

Marqueia- Enrolled in Executive Director Institute.

- Working on learning management system to provide single serving training modules for case management staff, funding opportunities,
  - Business plans for each area of work in GKCCEH (CE, HMIS, CoC).
  - HMIS governance committee is reviewing HMIS contract, working on fee structure which will apply a year from now.
  - Working on staff goal setting as individuals.
  - COVID Relief Funds KCK- received a hefty allocation from Jackson county, and are sharing with Wyandotte.
  - Making Crosslines elevator ADA compliant.
  - Focusing on Harm Reduction- we are not talking about a needle exchange program. Very limited view on what harm reduction is. Folks engaged in high risk behaviors have resources.
  - PIT planning- will occur 3pm January 27th to 3pm January 28.
  - The LOTUS Group is establishing their own 501c3 for Hotel Navigation Center. Learned about model in Oakland and experienced what it would be like to live in one of these facilities. There is no perfect intervention, but traditional shelters is not appropriate housing for them. Having privacy are important for a persons dignity and mental health.
  - Legal Camping Enclaves-
- Matt W- wanting to destigmatize camping.

- Marqueia- strong support of enclaves. Viable and appropriate option for those living outside, as well as homeless hotel and warming centers. Pandemic has made this a necessity. More people die from exposure in summertime than winter time. Dire need 365 days of year, and are aware of need for emergency housing. CoC is not designed to support emergency services.

- o Currently auditing Coordinated Entry.
- o Youth are not being served well in system simply because of age and inexperience. Wanting to prioritize those individuals who fit the 18-24 age range.
- o Increasing income will move individuals toward self sufficiency.
- o Had our first office hours for project planning.
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a. **Boardable Platform**

Marqueia W.

- Brand new device, will really help keep us organized. Enables me to create live agenda, and as I upload attachments to the agenda you can see those in real time. Have the ability to export that into a PDF document for board packet.

b. **Cold Weather & Unsheltered Homelessness**

- Assisted Wyandotte County cold weather shelter pass building code so people could sleep there over night.
- For Jackson County- will open Tuesday of next week. There have been a lot of delays on the shelter. Was set to launch after Thanksgiving. Pushed to January 12.
- Wyandotte County- shelter is live. 36 individuals have accessed this. Opens if temperatures are 20 degrees or below.

c. **Advocacy**

Marqueia Watson-

- Been working on agenda for community. From our providers perspective- where are people not being well served?
- Adjusting FMR, state issued ID's, affordable housing, etc.
- What policies are impacting their ability to do what they do well?
- Independence Avenue housing summit- 2 days. 1 to discuss issues, 2 to create roadmap.
- KCMO implementing trash pickup for people on the street. Different color trash bags- will work as curbside pickups.
- Advocacy around state issued IDs- would like to operate a homeless DMV to avoid going through traditional channels.
- Street Liaison Role- engage people to bring as planning partners. Have funds set aside for stipends for those who participate.
- KCMO/WYCO ESG Planning
  - We have 15 municipalities in our community- all of them need to be on board and what is going on.

- Small communities outside of WYCO and Jackson that have no idea what is going on- and the fault is not necessarily on them.

d. **Marketing/Training/Communication**

- January CoC meeting- Move-On strategy and training. Working on doing an audit of our programs and who are ready to move on. Those doing well in recovery, are prepared to move on. 200 people to move on, will be training community on this.
- HUD 101 training monthly to make sure new CoC members do not get lost. Led by staff.
- Racial Equity Summit- All levels of power and influence convened together. If we aren't talking about who is excluded, we aren't doing our job.

e. **Committee Updates**

f. **Coordinated Entry "Committee"**

7. **New Member Nominations**

Heather Bradley-Geary, Cara Hoover

HBG- sent out qualifications for approval of John Trammel of Drumm Farm for Transitional Housing seat. Administrative committee has accepted to move forward.

Matt W- second nomination?

Susila Jones- 2nd.

8. **Governance Structure Planning Overview**

Matt W-

Overarching questions- are we aligned with other communities?

9. **Public Comment**

- Tiffany B.- Can we go back to Sweeps on Marqueia's list?

Marqueia W.-

- A lot of tension around homeless encampments being swept.
- Allegations that people are succumbing to exposure. Suspect that it's MO-DOT. We track this information in a shared google map and document when we're out in the field what the condition of camps are.
- No confirmation on how the individuals died over the last couple weeks, we only know that they were homeless.
- Got assurance from Mayer Q that no public spaces will be swept. He will do everything in his power to make sure that doesn't happen. Be held accountable if this happens again.
- Asked advocates their methods vs. ours. Reach out to outreach and advocacy groups to create partnerships and relationships.

Heather Bradley-Geary-

There was a question in the chat about housing first. Yes- we have adopted the housing first policy.

Marqueia W- housing first housing focused. Really getting people focused on housing and housing policies.

10. **Next Meeting Date & Action Items**

February 5th, 2021

Action item- conversation about finance committee.

Susila Jones- thanks to Matt and Marqueia for assisting with WYCO cold weather shelter.

11. **Executive Session (if applicable)**

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**Parking Lot**

Finance Committee- Board will discuss offline

Governance T.A. Scheduling