

FIVE COUNTY HUMAN SERVICES COUNCIL
Meeting Minutes
Wednesday, July 12, 2017 - 1:00 p.m.
Southwest Behavioral Health Center
245 East 680 South, Cedar City, Utah

Members in Attendance:

Beaver County

Commissioner Mike Dalton
Mr. Diego Acosta

Beaver County Commissioner
Beaver County Low Income Representative

Garfield County

Commissioner Jerry Taylor
Mayor Melanie Torgersen
Mr. Arthur Cooper

Garfield County Commissioner
Garfield County Low Income Representative
Garfield County Community Representative

Iron County

Commissioner Dale Brinkerhoff
Mikelle Sweeten

Iron County Commissioner Representative
Iron County Low Income Representative

Kane County

Mr. Craig Hansen

Kane County Low Income Representative

Others in Attendance:

Mr. Clint Cottam
Cindy Rose
Ms. Karen Quackenbush

Five County AOG Community Action
Five County Association of Governments
State of Utah Community Services Office

Members Not In Attendance:

Ms. Debbie Holcomb
Ms. Donna McNabb
Commissioner Jim Matson, Excused
Madeline Wanlass
Commissioner Victor Iverson, Excused
Ms. Lil Baron
Ms. Kaysha Price, Excused

Beaver County Community Representative
Iron County Community Representative
Kane County Commissioner Representative
Kane County Community Representative
Washington Co. Commissioner Representative
Washington County Community Representative
Washington County Low Income Representative

I. WELCOME & INTRODUCTIONS

Mr. Craig Hansen, Chair, welcomed those in attendance and those in attendance provided introductions. Ms. Karen Quackenbush reported that she is the representative from the State Community Services office over the Community Services Block Grant program.

II. APPROVAL OF MINUTES - MAY 10, 2017

Mr. Craig Hansen, Chair, presented minutes of the May 10, 2017 Human Services Council meeting for discussion and consideration of approval. Mr. Art Cooper provided one correction on agenda Item #X to state: "Mr. Craig Hansen asked if members had a [change](#) chance to review screening information prior to today's meeting."

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER JERRY TAYLOR, TO APPROVE MINUTES OF THE MAY 10, 2017 MEETING WITH THE ONE NOTED CORRECTION. MOTION CARRIED BY UNANIMOUS VOTE.

III. NEW BOARD MEMBERS / BOARD MEMBER ATTENDANCE REVIEW

Mr. Craig Hansen welcomed new board member Mikelle Sweeten, Iron County Low Income Representative. A handout was provided outlining Board member attendance over the past several months. Mr. Clint Cottam pointed out that the Bylaws call for termination of any board member with two consecutive absences. The Kane County low income representative, Ms. Madeline Wanlass has yet to attend a meeting, but may have tried to join today's meeting on Go To Meetings. The internet is not working well today and this may have prevented her joining in on the discussion. Mr. Craig Hansen reported that Ms. Wanlass is out-of-town for the summer. Mr. Cottam indicated that Elizabeth _____ has expressed interest in serving as the low income representative and asked that the Kane County Commission discuss the nomination and submit a new person's name to fill this slot.

MOTION WAS MADE BY MR. ART COOPER, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO RELEASE MS. MADELINE WANLASS AS THE KANE COUNTY LOW INCOME REPRESENTATIVE ON THE HUMAN SERVICES COUNCIL. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Clint Cottam reported that Ms. Kaysha Price has participated on Go To Meeting in the past, but has not attended meetings over the past year. It was noted that Ms. Price has had some personal issues and it is suggested that the nomination process be opened by Washington County.

MOTION WAS MADE BY MR. ART COOPER, SECONDED BY COMMISSIONER DALE BRINKERHOFF, THAT CONDITIONAL UPON CONTACT BEING MADE BY MR. CRAIG HANSEN OR MR. CLINT COTTAM, TO RELEASE MS. KAYSHA PRICE AS THE WASHINGTON COUNTY LOW INCOME REPRESENTATIVE. MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Clint Cottam mentioned that Debbie Holcomb has been serving as the community representative for Beaver County, but she has not been able to attend meetings because of the conflict with pantry hours and the council meetings. This position was previously discussed and is now listed as a vacant position. No action of the Board is needed on this particular appointment.

IV. YVC / YOUTH COURT / IRON COUNTY LHCC UPDATES

Ms. Cindy Rose, Five County Association of Governments Community Action Partnership, working out of the AOG office in Cedar City oversees several different programs. The Court Ordered Community Service program is for adults that are referred through the court system. The program requires a \$50.00 fee, but in hardship cases clients may qualify for assistance through the Community Services Block Grant program at no cost. Clients initially complete an application for the program and choose a volunteer assignment from a list of volunteer opportunities. Clients must complete a time sheet as part of the

program to document their hours of service on a monthly basis. Clients can also volunteer for any non-profit organization or a specific event as long as someone is willing to sign their time sheet. Staff confirms that volunteer services have been provided and then reports back to the court. A letter of completion is provided to the court as well. Volunteer opportunities are added to the list as they come to Cindy's attention, but no formal outreach has been undertaken other than with the District Court. Mr. Clint Cottam explained that volunteer services must be provided to a 501-C-3 organization or public entity as per the Five County Community Action policies and procedures. Under community services, it is a goal to get people involved in the community. This is identified in the strategic plan as a way to engage the low-income individuals. Some outcomes of the program include placing individuals on the homeless list, having an individual get a better job as a result of their volunteer service, etc. The Earn it, Save it, coordinator is also integrating budgeting into this program to encourage low income individuals and this has helped to strengthen the program in Washington County.

Ms. Cindy Rose reported on the Local Homeless Coordinating Committee (LHCC) efforts in Iron County. State staff has been told that Iron County has the best functioning LHCC in the state of Utah. A number of different organizations including the Paul Bittermen, Cedar City Manager, Ron Adams, Cedar City Council, and Representative John Westwood attend meetings on a regular basis. There are also homeless individuals that attend the meetings. Other organizations represented on the LHCC include the Department of Workforce Services, Southwest Behavioral Health Center, etc. who attend and work toward the common goal of ending homelessness in Iron County. People in the community do not see homelessness because these people are not out on the streets with signs. It is sometimes hard to get people to recognize that there are homeless individuals in need of services. The LHCC provides some transitional housing opportunities in conjunction with an investor who purchased a six bedroom home that is used for both male and female individuals who are homeless. The same investor has purchased a second home and they will now be able to split males and females into separate locations for transitional housing. Most of the homeless clients served in Iron County are adults. In most cases if they have children, their children are staying with a family, friend, etc. Mr. Clint Cottam explained that the LHCC helps to provide coordination between agency partners. He noted that the Iron County School District does an excellent job in helping to prevent homelessness. Ms. Rose reported that they are always looking for landlords who will work with their clients. Most of the clients are felons or they have bad credit histories. Case management services are provided for these clients for at least six months. Mr. Cottam mentioned that transitional housing still has its place, even though it is not a HUD funded activity. USDA has stepped up to provide some funding in rural areas of the state. Staff is in the process of developing a planning committee for the LHCC to bring better options to the table for consideration. Focused topics will be discussed at each of the committee meetings.

Ms. Rose reported on her efforts as case manager for homelessness and homelessness prevention. This involves working very closely with the Iron County Care and Share and the Canyon Creek Women's Crisis Center. The goal is to assist clients with housing placement and becoming contributing members to their communities in Iron County. Funding is available for deposit assistance only, bus passes, obtaining identification and birth certificates, etc. However, there is no continued funding available for rental assistance. Food boxes are available once clients are qualified for the program. Mr. Clint Cottam explained that these boxes are made available by the Family Dollar

Distribution Center located in St. George. Staff has distributed approximately 25-30 of these boxes this year. He also noted that some of the product from the distribution center also makes its way to the food pantries throughout the Five County region.

Ms. Rose provided a report on the Youth Volunteer Corps (YVC), noting that this is her favorite program. The program works with youth for 11-18 year old volunteers. In 2016, these volunteers provided over \$82,000 worth of service. YVC is an international organization started by a man named David Battey over 30 years ago. As a senior in college, this was his thesis project. Mr. Battey provides hands on coordination on a daily basis from his office. Mr. Cottam noted that this is the first year there has been more volunteer hours from CSBG eligible youth. This is a very good program that has provided many benefits to the Community Services Block Grant program. There were 39 CSBG eligible and 20 non-eligible youth who participated. Volunteer services are provided year round rather than the traditional approach to provide a large service project during summer months. Last year four seniors participated in the program and each graduated high school with a full ride scholarship that they accredited to YVC. One is attending MIT and two others broke intergenerational poverty in their families. First time participants in the program are shy and do not know how to participate in their communities. These youth leave the program as leaders, they know how to take leadership roles and how to solicit donations. The program provides better social and communication skills. Last year the YVC volunteers donated over 3,000 pounds of goods to the local food pantry. Volunteers has helped at assisted living centers, animal shelters, The Learning Center for Families, The Utah Summer Games, Southwest Wildlife Foundation, Frontier Homestead Park, etc. The group also adopted the Memorial Grove and has saved the city money by pulling weeds in this location. Fund raising efforts are an important part of this program. Each year the youth have sponsored a fund raising gala but this year they decided to sponsor a yard sale instead. Donations were solicited from the community in support of this effort. Over 12 truck and trailer loads of items were donated, and a total of \$6,800 was generated from the yard sale. Remaining items at the end of the sale were donated to Deseret Industries. Disneyland tickets for four individuals were donated to the YVC for an opportunity drawing. Staff is in the process of securing a donated storage unit for collection of items throughout the year for another yard sale. There is also a leadership committee through YVC consisting of eight members who are considered to be the top leaders in the YVC group. These members assist with planning, recruitment ideas, leadership, etc. YVC is doing a fund raiser tonight at Chili's where 15% of proceeds are donated to the program when individuals mention YVC. Copies of monthly calendars depicting activities were made available for Council members.

Ms. Rose reported that there was a functioning youth court a couple of years ago, but cases were not being referred. A new Utah state law requires all first time offenders go before a youth court. The Iron County School District Superintendent is very supportive of this program and works closely with staff. The school district will now refer all cases to the Youth Court. Southern Utah University (SUU) has a mock courtroom in their Criminal Justice Building that has been reserved for youth court. The program will function beginning in September through the end of the school year. Staff is looking for an adult who is willing to volunteer to coordinate the youth court. The program is for first time offenders mostly to deal with truancy. Other things addressed include shoplifting, smoking, etc. Offending youth appear before a panel with their parents to discuss the offense, the panel deliberates and then meets with the youth to deliver their sentence. Some offenders have to provide community service, write a paper, or other punishments.

Each case is treated separately. Offenders have to report back after a period of time to discuss their progress and if they have completed all elements and stayed out of trouble for six months, charges are dropped. This is a one time opportunity for students to participate in the program. Mr. Clint Cottam reported that the Youth Court program is being utilized as a juvenile diversion from youth being in juvenile detention facilities. The program provides cost savings and also assists with intergenerational poverty.

V. OTHER PROGRAM UPDATE

A. Food Pantries Updates: Mr. Clint Cottam reported that this is a quality emergency food agency fund. The Department of Workforce Services recently went through a rule making process. Funding is now based on a three year housing and community development study and evaluation period to figure what will happen with the program going forward. A handout was provided depicting the QEFAP program. For the next three years, the four year average of public donations will be used to determine allocations. The program will generate an extra \$8,300 in funding for pantry operations. He noted that the Kane County pantry receives the highest per capita donations above any other pantry in the Five County area. Funding will be allocated between Kane County, Beaver County, Garfield County and the Hurricane Food pantries. He presented three options for allocation of funds as follows: 1) Utilize previous public donations as basis for allocation; or 2) Split funds evenly between the four pantry agencies. Funding can be used to cover salaries, operational costs for the pantries, or storing and/or distributing the food. Ms. Karen Quackenbush explained that the dollars were being underspent and the new allocation method is proposed to prevent the redirection of funding elsewhere. It is important to get the funding out where it is needed. Mr. Craig Hansen proposed an even distribution of funds to each of the four pantry agencies. He explained that even though some pantries have larger public donations, the cost of pantry operations is equally important for each agency.

MOTION WAS MADE BY COMMISSIONER MIKE DALTON TO DIVIDE THE \$8,300 IN FUNDING EQUALLY BETWEEN THE FOUR RECIPIENTS. MOTION WAS SECONDED BY COMMISSIONER JERRY TAYLOR. MOTION CARRIED BY UNANIMOUS VOTE.

B. Homeless Programs: Mr. Clint Cottam reported that the Coordinated Assessment continues to strengthen and improve. Housing list numbers in both Washington and Iron County are decreasing. It was noted that the Iron County Local Homeless Coordination Committee also includes Beaver and Garfield counties. He reported that there is some extra funding through the Continuum of Care is available that will be covered in the financial section. There have been some success stories with this grant, but also some heartbreakers with clients that have substance abuse issues. Additional data will be available in September for presentation. Unified funding from Pamela Atkinson has been split out between Pamela Atkinson and state funding. Another HUD emergency solutions grant was also awarded. Funding is still in the same amount but it comes from two funding sources.

- C. **Kane County Inter Generational Poverty (IGP)**: Mr. Cottam reported that the plan has been submitted and the committee is now working on implementation.
- D. **Volunteer Income Tax Assistance (VITA)**: Mr. Cottam reported that this program will be ramping up with recruitment during the September/October time frame. Billing reimbursements were submitted in a timely fashion and the program did very well.
- E. **AmeriCorps Planning Grant**: Mr. Cottam explained that the new grant application was not approved, partially because he feels that the narrative was stretched too thin. It is anticipated that by focusing on youth programs this year, a new application will be more successful in the approval process. Over the next few months, staff will write policies and procedures, job descriptions, and setup as if the grant was previously approved. This will enhance the chance of approval in the next round of funding. Funds still remain in the current AmeriCorps Planning Grant and a lot of staff time will be allocated to this program over the next quarter. This will help with salaries, fringe, and cost for space that will be incurred in the quarter.

VI. **FIVE COUNTY COMMUNITY ACTION FINANCIAL REVIEW**

- A. **Community Services Block Grant (CSBG) FY 2017**: The CSBG grant requires that the tri-parti board have access to financial information. CSBG contracts cover an 18-month period of time, ending on the federal fiscal year. Grants overlap fiscal years and it is very difficult to align expenditures with the contract. Numbers are presented for the grant rather than the state fiscal year. The new fiscal year 2018 contract will begin in October 2017. At this time categories reflect the following: **1) Salaries and Fringe**-- The dollars are running somewhat low; **2) Consultants**-- There is approximately \$20,000 remaining in this line item; **3) Subcontracts**-- There is about \$20,000 in funds that is pending; **4) Travel**-- Funding is on track; **5) Space Costs and Rental**-- This funding is getting by with a slight increase that will require staff to be careful and cautious; **6) Consumable Supplies**-- This line item is on track with most of the expenses for data base issues and it took a big chunk of funding from consumable supplies to switch over to a new data base; **7) Rental Space and Equipment**-- This line item is running fine; and **8) Unclassified Other**-- Includes indirect costs and direct services. Most of the direct client services funds have been expended. Staff will work diligently to prevent a gap in services in the future by generating a quarterly allocation for direct client services. Ms. Karen Quackenbush mentioned that Congress approved funding through the remainder of the fiscal year, but it is still uncertain as to the actual funding that will be received by the state of Utah. This program is still on the chopping block and continued funding for FY 2018 will be a battle as well. The state will continue to provide unduplicated numbers, tell their story of how the program is making impacts on peoples lives, but decisions are very much driven by data.
- B. **Food Programs - Emergency Food Network**: This funding is mostly utilized for food pantry rent and Hurricane Food Pantry spend down.
- C. **Pamela Atkinson Homeless Trust Fund**: This grant ended during the last fiscal

year. Funds were expended out well, but staff likely tried to serve more individuals for funding that was available. Staff will be very careful with this in the future. With two Continuum of Care grants in place, there will be more flexibility and less dependency on this program.

- D. **Social Services Block Grant FY 2017:** This grant was fully spent out in a timely fashion. Receivables in the amount of \$2,000 are still outstanding. This account will be \$163.00 over budget because a last minute billing and payment to the Dove Center. Bryan Thiriot has indicated that this amount of funding will be paid through the Administration cost center.
- E. **Homeless Programs- - Continuum of Care FY 15 and FY 16 Expansion:** These grants come directly from HUD with no pass through from the state. Fiscal year 15 funding will end in September 2017. It appears that funding will provide assistance to another family and staff will be opening up some more slots. Administration funds are on track to finish on time for the year. There is a little bit of funding left in the supportive services budget line item for Canyon Creek Women's Crisis Center and the Dove Center sub-grantees to draw down. Billings have been submitted in a timely basis and staff will be conducting another monitoring visit in the near future. The new expansion grant began in May of this year and things are on track. HUD pushed through the expansion grant prior to completion of the original grant. Because this was not combined with the original grant, everything must be separated out on time sheets and other billings.
- F. **Youth Volunteer Corps / Court Ordered Community Service Project Income:** There are still some outstanding receipts of income or some may have been mistakenly coded to FY 2018. Any surplus funds will be carried over to next year. Staff has been monitoring the Court Ordered Community Service project income closely and there is still approximately \$260.00 of accounts receivable for FY 2017. This account will be approximately \$40.00 in the red. This is a huge improvement from where this account was when it was taken over from the administration of the Volunteer Center.

VII. **ROMA TRAINING (FOR BOARD MEMBERS)**

Due to time constraints, Mr. Craig Hansen asked that this agenda item be moved to the September 2017 meeting.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER JERRY TAYLOR, TO MOVE THE ROMA TRAINING AGENDA ITEM TO THE SEPTEMBER 2017 MEETING. MOTION CARRIED BY UNANIMOUS VOTE.

VIII. **CSBG FY18 ALLOCATION**

- A. **CSBG Priorities:** Mr. Cottam reported that staff felt it important to determine priorities to address the most pressing needs and priorities. Staff feels it is important to have these discussions because the call for applications may be released prior to the next Human Services Council meeting scheduled in September. If funding notification is not available in September, the next meeting of the Council would be in February 2018.

- B. Application Reviews:** Mr. Cottam reported that three different agencies chose not to apply for these funds. He pointed out that grantees still have a difficult time with the realization that this is not free money, and that there are a lot of requirements and regulations that each grantee must comply with. Mr. Craig Hansen noted that action of the Council today would be that if funding is received for this program which applications would be eligible to receive funding. At this point, it appears that the Council will need to rely on Mr. Clint Cottam for a determination of what applications will be accepted. It would be impossible to review applications today to make that determination. A lot of this would be tied back into previous sub-grantee performance, how clients have been treated, timely billings, etc. Mr. Cottam reported that he and an independent staff person, Michael Day, actually reviewed the applications. However, he noted that this is not a staff decision but one that the Council will need to make. Commissioner Mike Dalton mentioned that there has been very little change in the past deviating from recommendations brought forth by Mr. Cottam. He expressed full confidence in Mr. Cottam's review of applications and determination of what is necessary and what is not. Ms. Karen Quackenbush suggested that Mr. Cottam provide a summary and recommendation via electronic communications for the Council to consider. An electronic meeting could be scheduled to allow the Council to vote on the recommendations.

MOTION WAS MADE BY COMMISSIONER MIKE DALTON, SECONDED BY COMMISSIONER DALE BRINKERHOFF, ACCEPTING MR. CLINT COTTAMS REVIEW OF CSBG APPLICATIONS AND DETERMINATION OF WHICH APPLICATIONS WILL BE ACCEPTED FOR CONSIDERATION OF FUNDING FROM THE COMMUNITY SERVICES BLOCK GRANT PROGRAM. MOTION CARRIED BY UNANIMOUS VOTE.

Mike Dalton asked that a final funding recommendation be provided via email.

Mr. Clint Cottam reviewed his recommendation for the funding formula as follows: **1) Base Funding--** A small base amount would be awarded to each sub-grantee; **2) Project Narrative--** Is it clear what services the applicant is proposing to provide, where is applicant located, full time equivalent positions, where is the money going, what is it for, etc.; **3) Partnerships--** Will applicant partner with other agencies; **4) Past Performance--** Scoring matrix will award 15% for past performance; and **5) Logic Model--** This is the first year that this has been part of the application. Some applicants did that very well and others just skipped over this section. This makes it easier to incorporate into the Community Action Plan because it contains outcomes, processes, and it makes it easier for monitoring. There is still come confusion about outcomes and outputs. He asked Council members if they were comfortable with him using this as a scoring matrix for rating applications. It was the consensus of Council members to accept the scoring matrix as presented. Ms. Karen Quackenbush indicated that a pre-award risk assessment is a requirement of the new circular and this imbeds that process into the scoring matrix.

Mr. Cottam reviewed the narrative which was provided by Mr. Michael Day in terms of applications as follows: **1) Allies of Families--** They are asking for family

support wrap around services and case management very focused on Kane County with reference to the Inter Generational Poverty Plan. This was the only application that referred to the IGP plan. This agency is a really good team player who coordinates through the system of care with the Department of Human Services. Performance wise this application was okay, but they have struggled with their case noted. This should get better with CAP 16. Their logic model is probably one of the best and they clearly addressed outcome measures; **2) Beaver County Food Network--** They are requesting food and nutrition senior support and linkages. Their outcomes are listed for senior support as well as a little to employment outcomes. The Milford pantry is included as linkage. Their financial performance has been great and they are tracking with the data base. The logic model was a good start with a little more followup needed; **3) Dove Center--** The applicant is requesting one case manager for 10 percent time for rapid re-housing. This is the only applicant asking for direct service funding. They have excellent fiscal and program reporting being the best overall. The logic model was not the best, but it was still pretty good. Their outcomes were ambitious, but they were articulated very well. Most of the funds will go to clients as deliverables; **4) Garfield County Care and Share--** The application includes linkages to HEAT, unemployment, the Escalante center. This applicant is a team player and their past performance has improved. The application was not received by the deadline, but it was postmarked prior to the deadline. Employment outcomes are okay but staff will need to work with them more to better define outcomes; **5) Iron County Care and Share--** The application did not follow the Request for Proposals at all, but the agency is great to work with. All that was provided was a grant summary and it did not outline the amount of funding being requested. The number of staff was not included, and it did not outline moving from the food pantry more toward the housing element. They do a good job, are a strong team player, have strong leadership, and provide good reporting. The application is more urban, it did not include a logic model or outcomes. They included information geared toward previous CSBG funding requests and did not seem to pay attention to the RFP; **6) Kane County Care and Share--** This application was done really well, they are a team player and provided excellent financial information. Performance is not the best, but it is not the worst. The logic model was good and the linkage with food sense was appreciated. This was the strongest pantry application and the outcomes seem reasonable. They are proposing to focus on a small number of pantry clients; **6) Sun Country Home Solutions--** This applicant would provide home buyer counseling, foreclosure prevention and expansion of services to be closer to our area. The applicant has committed to be part of the LHCC, and would be mostly serving the urban area. The logic model was done exceptionally well and the outcomes were good; **7) Switchpoint--** Mr. Cottam indicated that this application would require some clarification from state staff. There have been some issues in the past and state staff previously issued caution in terms of sub-contracting directly with Switchpoint. However, the application narrative was well done and included strong anti-poverty plans. It would have been better to fund the circles initiative and housing versus the food pantry because there are various funding sources available for operating the pantry, but this application could be contingent on not funding the pantry. Partnerships have improved but they still need to work on this into the future. Past performance and outcome measures were lacking because of denial of service at the pantry if clients were receiving food stamps. Ms. Karen Quackenbush pointed out that this would

be included in the risk assessment in terms of previous experiences with the sub-grantee. Monitoring would fall on Five County staff and not state staff. Outcomes are okay for the most part and their housing case management had much stronger outcomes. If funded, it should be more toward the housing piece. This application process was a much better experience than in previous years. Their audit findings have approved a lot with corrective actions and changes that have been made. TEFAP and emergency shelter experiences with the agency have been very positive as well as compliant. Staff are in place at the pantry site that could make this a success. The circles initiative from Bridges Out of Poverty would tie better into the Washington County Inter Generational Poverty Plan; **8) The Learning Center--** The application is to provide supportive case management for children and families. There are a lot of linkages to the Care About Child Care program administered through the Five County Association of Governments. Some issues in the past were addressed through a corrective action plan and the agency has been great to work with since that time. This was actually acknowledged in the application under past performance. It is good that this application ties into child care with an identified strategy and consistency. The TLC addresses Hildale quite extensively in terms of self-sufficiency in their application and this makes it rural; and **9) TURN Community Services--** This application requests funding for their employment and housing program for persons with disabilities. The application was okay, but there was concern that not as much prioritization would be given to DSPD. It appeared that only clients on the DSPD waiver would be served. They also expressed that it was not appropriate for them to participate in the Local Homeless Coordinating Committee. Their performance it okay but they did not address rural in their application. It appears that services would be provided to specifically clients in St. George and Cedar City. Their logic model was good and the outcomes were great. This application would likely be funded at a lower level than the amount requested.

Mr. Clint Cottam asked for the Council opinion specifically on the Switchpoint application because of issues experienced in the past and also feelings about the TURN Community Services application. All of the other applications would be good to move forward with funding. Mr. Cottam reported that the Switchpoint pantry is serving about 1200 people per month, whereas the Hurricane pantry is serving approximately 350 people per month. There have been a few people moving over to the Hurricane food pantry who had issues at Switchpoint. They definitely do a better job with their housing case management and this is likely where funds should be directed. This would also fit in better with the Community Action Plan. It was noted that nine sub-contracts were funded last year. He asked if Council members would like to make the TURN funding conditional on participation on the LHCC or at least the Inter Generational Poverty Initiative. Council members were in agreement with conditional approvals for the Switchpoint and TURN Community Services applications. Mr. Cottam indicated that he would spend some time at the next Garfield County monitoring visit to explain the differences and likeness between the CSBG and SSBG programs and how they overlap in some instances.

MOTION WAS MADE BY MELONI TORGENSEN, SECONDED BY ART COOPER, TO APPROVE THE APPLICATIONS AS PER STAFF REVIEW WITH STIPULATIONS INDICATED FOR THE SWITCHPOINT AND TURN COMMUNITY SERVICES APPLICATIONS. MOTION CARRIED BY

UNANIMOUS VOTE.

Mr. Cottam indicated that an estimate of how funding will be provided. Once final funding allocation numbers are available, a final allocation will be provided for action at a scheduled meeting or for an electronic meeting to take action.

- C. Final Allocations / Conditions:** Ms. Karen Quackenbush mentioned that the state has no indication of FY 2018 allocations for the Community Services Block Grant from the federal government at this time. Mr. Cottam explained that all information that has been sent to sub-grantees has stated that funding is contingent upon the federal and state funding formulas and having funding allocations in place for the program. Staff acknowledges that changes in the federal and/or state funding formulas would impact this program. The amount of funding is a projection which could change with federal and/or state action. Ms. Quackenbush explained that historically this program has functioned on continuing federal resolutions. The state has created a grant opportunity for partners like Five County to make application based on funding received from the previous year. However, contracts would not be issued until funding for the program was in place. There is serious concern in regard to whether there will be funding and if so what this funding would look like. The work plan for Five County would come from the strategic plan and would include those agencies that would be considered for issuance of sub-contracts. The work plan should be consistent with the larger three year plan that is in place. It is anticipated that there could be a delay in funding for this program. The entire process could be quite different than previous years. It is very difficult to predict what will occur because the state of Utah has no funding indication for the fourth quarter for FY 2017, let alone new fiscal year funding. In addition, the latest correspondence received by the state of Utah from the federal government contains a \$1 million difference in previously indicated funding for the program versus funding stated in the letter. It is even difficult to figure out where funding stands for FY 2017. State staff is discussing the cycle for FY 2018 applications and whether those applications need to be slightly delayed. Contracts should be issued effective October 1, 2017, but it could be possible that this is actually when applications are accepted. State staff needs to obtain clear direction in terms of the amount of funding for the program prior to proceeding. This is clearly different from how the process worked in previous years.
- D. Proposed Grantee Workshop:** Staff is proposing to conduct a grantee workshop again this year because it seemed to help agencies better understand their responsibilities. Staff is suggesting that separate workshops be held for existing partners and new partners. Existing sub-grantees would attend a workshop in September and new sub-grantees in November.

IX. PUBLIC COMMENT

Mr. Craig Hansen indicated that at the next meeting the Council will need to consider nomination of a new Chair and Vice-Chair. He will be involved in a civic center project and will not have time to continue serving as Chair.

X. OTHER / ADJOURN

**MOTION TO ADJOURN WAS MADE BY COMMISSIONER DALE BRINKERHOFF AND
SECONDED BY COMMISSIONER MIKE DALTON. MOTION CARRIED BY
UNANIMOUS VOTE.**

The next scheduled meeting of the Human Services Council will be held on Wednesday, September 13, 2017 at the Southwest Behavioral Health Center in Beaver City at 1:00 p.m. The meeting adjourned at 2:55 p.m.