

Date of Meeting:	August 10, 2010
Location:	Youth Services Center
Type of Meeting:	Fiscal/Sustainability Work Group
Present:	Brian Baxendale, Alma Bell, Julie Bourne, Tom Brooks, Nichole Christoph, George Ford, Randy Joiner, Dr. Curtis Mooney, Beverly Pettway, Dr. Steve Schnee, Barbara Sewell
Minutes completed by:	Nichole Christoph

Welcome and Introductions

Mr. Joiner welcomed everyone to the meeting and called it to order at 4:05 pm.

Approval of minutes

Minutes of the April and July meeting were presented for review and comment. Dr. Mooney made a motion to approve the April minutes and Ms. Bourne seconded. Mr. Brooks made a motion to approve the July minutes and Ms. Bourne seconded.

Budget update

Mr. Joiner reported that a second care coordinator has resigned and the program and expects to see more as the grant nears its end and SOH has not secured additional funding. Dr. Mooney asked if there are a minimum number of care coordinators required by the grant. Mr. Joiner was not sure that the grant required a certain number of care coordinators but that it does stipulate that services must continue through the end of year six. Mr. Joiner shared a list of proposed contracts for year six. Many of the vendors have either provided services in the past or have had an unutilized contract. The program will continue to seek out other resources in the community to use when needed.

Mr. Baxendale presented a budget report for the period ending 07/2010 which is 10 months into year five. The program is currently under budget and accounting expects that it will end the year \$75,000 to \$80,000 under budget. A verbal request to move lapse funds to cover overages has been made. Dr. Mooney asked if the program could roll year six lapse funds into the no cost extension. Mr. Joiner answered that the program could apply for a no cost extension if there were lapse funds.

Mr. Baxendale also presented a report on spending in the other funding sources. Ms. Pettway stated that the program needs to develop a plan to utilize the funding. Her concern is that the funders could reduce the budget for the next fiscal year if current funds are not spent down. Mr. Joiner stated he expects that the CJD grant will lapse \$50,000 to \$55,000 or more and that CJD. The Hogg Foundation may allow programs to carry over funds and the program is working to provide the needed information to make this official request.

Mr. Joiner announced that Mr. Guillen has taken a part time position with the City of Houston while he plans to start work to get his PhD. Ms. Glasper will serve as the programs Youth Engagement Specialist and supervise one care team. Mr. Joiner feels that the City will have umbrella oversight of youth involvement in the county and will collaborate with other programs and agencies. We will update as we get more information from the Goal Champion (Mr. Williams).

The meeting was adjourned at 5:00 pm.