

Date of Meeting:	July 12, 2011
Location:	Youth Services Center
Type of Meeting:	Fiscal/Sustainability Work Group
Present:	Brian Baxendale, Julie Bourne, Thomas Brooks, Nichole Christoph, George Ford, Randy Joiner, Barbara Sewell
Minutes completed by:	Tammy Foster (for Nichole Christoph)

Welcome and Introductions

Mr. Joiner welcomed everyone and called the meeting to order.

Approval of minutes

Minutes of the April meeting were presented for review and comment. Ms. Bourne made a motion to accept the minutes as presented and Mr. Baxendale seconded. Minutes of the May meeting were presented for review and comment. Mr. Brooks made a motion to accept the minutes as presented and Ms. Bourne seconded.

Budget update

Mr. Baxendale presented budget reports for the period ending June 30, 2011 for SAMHSA funding. As expected the budget for SAMHSA has begun to level out now that staff reductions and changes to funding sources has taken place. Mr. Baxendale stated the overall budget for SAMHSA is under budget by \$97,356.00. Mr. Baxendale stated that the accounting department has continued to monitor the budget closely and determined a request for the no cost extension will be needed.

Mr. Baxendale went over the current budgets for the City of Houston, CJD, HOGG and Collaborative for Children funding streams. As reported during the April meeting the contract for a care team funded by the City of Houston has been cancelled and ended in June 2011. The CJD grant funding for this year will end 8/31/2011. The HOGG grant will end 7/20/2011 and the letter for year three has been submitted. The Children's Collaborative will continue to be funded through 7/2012. SOH has proposed to add two positions to the collaborative.

The Meadows Foundation has requested more information from SOH and we are waiting to hear more from them in the coming months.

The Harris County Hospital District has awarded SOH with a \$70,000 grant to continue SOC work in Harris County.

Ms. Sewell suggested we think of ways to continue to fund the youth activities. Sustainability of youth activities is an important part of continuing SOC. Ms. Sewell stated the Houston Federation of Families would like to sponsor the youth but do not have the man power at this time to do so. Mr. Joiner stated he would like to have a meeting with Ms. Sewell and Mr. Guillen of the City of Houston to discuss this further.

Mr. Joiner would like to find more funding sources where we can partner with other agencies to hire staff to provide wraparound and include flex funds in the funding request. Mr. Ford stated that flex funds could be distributed through the CPS fund board.

Request for no cost extension from SAMHSA

Mr. Baxendale provided an update on projected expenditures for remainder of the year. It appears we are looking at approximately \$198,596 in lapse funds which can be requested in a no cost extension from SAMHSA. Mr. Baxendale explained the lapse in funds is due to staff changes and new funding.