

Fourth & Hope
Board of Trustees Meeting
Remote – by Zoom
March 22, 2022, 6:00 pm
Board President Nick Roncoroni, presiding
Minutes

Present by Remote Connection:

Board Members: . Nick Roncoroni, Larry Peterson, Pat Stoffregen, Scott Mansell, Brad Miller, Catherine Portman, Theresa Lee, Marla Garske

Staff, Consultants, Community: Doug Zeck, Jr. Executive Director, Brad Parsons, Amara Pickens, Dawn

Potential New Board Member: Nancy Laughton

Called to order: 6:00 Meeting by Nick Roncoroni who also offered opening prayer.

Agenda Approval: A motion to approve the agenda was made by Scott Mansell and seconded by Brad Miller. The vote was unanimous in favor of approval.

Approval of Minutes for the February 22, 2022. A motion to approve the minutes was made by Larry Peterson and seconded Pat Stoffregen. The vote was unanimous in favor of approval.

Financial Report: Brad Parsons reviewed the financial statements through February 28, 2022. He reported we finished February with a net loss of (11,825) vs budgeted net income of \$15,487.00 Again the lack of PSH for CH funding and higher than budgeted expenses had a negative impact on operating results for the month. We are also waiting for our executed contracts. For the 8 months ending February 28, 2022, we show \$2,285,48 revenue minus \$2,266,259 expenses resulting in positive net income of \$19,229. We trail our YTD budget by (163,359). PSH for CH funding should have provided approximately \$133,333 of revenue at this time, which is most of the difference. We do have a increase in our personal staffing budget of probably around \$80,000 for the year. A motion was made by Theresa Lee and Larry Peterson to approve the February 28, 2022, Financial report.

Executive Director/ Staff Reports: Doug Zeck reviewed the Director’s report, which was emailed to Board members. Currently interviewing to fill a full-time Human resources/administration Assistant position. Financial we are saving money but in long term it could cost us. Amara said we are paying \$20-25 dollars an hour.

Technical Assistance- We are looking at bringing in a consulting service to support our growth and development. Also, to not only writing policies but to also implement them. Possible find grant opportunities. The cost would be about the same as a full-time employee.

Employee Survey- Recently an employee survey was done. 22 responded from the all-staff email. The Survey was shared. Catherine asked about exit interviews.

Shelter Program-Financial planning for next fiscal year has involved several discussions around HHAP round 3 to replace the ESG-CV funding that sunsets after September of this year. We are also in the process with Partnership Health Plan to becoming a provider of services under the states CalAIM plan. It is my belief that HHAP funding will help us bridge the gap between ESG and full implementation of CalAIM funding.

Transitional Sober-Living Housing (TH//SLE)

Staff will begin the move of clients next week into 207 4th Street location (aka. The Mission). Initially there will be approximately 20 men until the location at 814 Court Street is remodeled. The estimated timeline for the move to the Court Street location is May. Once all locations are up and running, we will have capacity for up to 50 clients (30 men and 20 women) in Sober Living Environment Transitional Housing. This program will include case management services and overnight coordinators on site. The case managers will coordinate with the partnering agencies and clients to assist in the goal of stable permanent housing. While the coordinators assist in creating a safe and healthy living environment.

Residential Treatment (Walter's House) Staff is actively preparing for the next round of CARF accreditation. We have successfully been accredited for six years now. This has been an important process in developing a sustainable, compliant program during our expansion planning. The interactive process will occur around April 9th.

East Beamer Way Development The concrete piers that the housing will be placed on are currently in the process of being poured. The next month we will see the first housing units placed at the East Beamer location with move-ins coming within a couple of months. The funding for the housing project has been awarded all the funds needed to complete the project. A more formal announcement of the much-needed funding will be forthcoming. Possible 16 homes will be installed by end of May.

Discussed policy changes and manuals for employees.

New Business

Old Business: Discussed the stove and decided to wait. Julio said he can get another year out of it. Will look for a small grant. \$8,000-10,000.

Committee Reports:

- **Finance Committee:** Pat Stoffregen reported that the Finance Committee met via Zoom before the Board meeting. It was brought up the new contract with Sacramento. The put up a \$300,000 place holder till the end of June with hopefully a new contract.
- **Development Committee:** Catherine said most of the ideas we had kinda fell apart with everything going on with downtown businesses. Right now we are focusing on big day of giving. May 5 with a special dinner with a limited amount of high dollar donors.
- **Executive Committee:** No meeting

Adjournment and Closing Prayer: A motion was made by Catherin Portman and seconded by Nancy Laughton to adjourn. At 7:00 pm with a prayer by Doug Zeck.

Taken by
Theresa Lee, Secretary.