

BASIC NEEDS COALITION OF CENTRAL TEXAS

www.basicneeds-ctx.org

Monthly Meeting Minutes

January 26, 2006

Time: 9:00 – 11:00 a.m.
Location: United Way Capital Area
Convener: Susan Eason
Secretary of the Meeting: Chris Brown

ATTENDEES:

Susan Rowe	UT Intern	Charity Gladish	Foundation Communities
Dan Pruett	Meals on Wheels and More	George Brown	Basic Needs Coalition
Susan Eason	Arc of the Capital Area	Ellen Balthazar	Any Baby Can
Chris Brown	Arc of the Capital Area	Maria Allen	COA – HHSD-St.John
Mike Manor	Travis County HHS&VS	Rebecca Drake	SafePlace
Stephanie Hayden	City of Austin HHSD	Katie Navine	Goodwill
Rhoda Montgomery	Church of the Good Shepherd	Meg Poag	Travis County HHS & VS
Courtney Fitzgerald	TCHHS & VS	Joy Stollings	Meals on Wheels and More
Jenny Fritz	Goodwill	Julia Spann	SafePlace
Andrea Colunga-Bussey	Travis County HHS&VS	Sherri E. Fleming	Travis County HHS & VS
Donald Degollado	Frameworks Comm. Dev. Corp.	Beth Atherton	Caritas of Austin
Michelle Winsier	Frameworks Comm. Dev. Corp.	Barbara Budde	Catholic Charities
Sam Woollard	CAN	Todd Moore	United Way Capital Area
Courtney Baker	Any Baby Can	Karen Langley	Family Eldercare
Lee Manford	AIDS Services of Austin	Jana Thomas	Marywood
A.J. Sweat	Texas Council on Family Violence	Rebecca Saltsman	United Way Capital Area
Katherine Hightower	ATC HHSD		

I. CALL TO ORDER AND INTRODUCTIONS:

Susan Eason called the meeting to order at 9:10 a.m. Susan asked new and current members of the BNC to introduce themselves

- Susan informed the BNC that Adelita Winchester's husband passed away last Friday and asked that we all keep her in our thoughts.
- Susan thanked Todd Moore for setting up the conference room for the meeting.
- Elizabeth Gaigle presented a check on behalf of the Austin Entrepreneur Foundation to the BNC for \$100,000 dollars.

II. PRESENTATIONS:

➤ **Julia Spann with Safeplace:** United Way has three (3) impact councils, Health and Wellness, Basic Needs and Security and Lifetime Learning Development. The United Way partner agencies have two (2) representatives on each council. Currently, United Way is in the process of conducting a massive community wide assessment, which is compiled from existing data provided by several organizations throughout the community. These Impact Councils were formed to try and identify the root causes of community issues and to identify the best way to address these issues. **[Open for group discussion]**

- Barbara Budde suggested that the BNC form a short-term task force to identify root causes.
- Ellen Balthazar suggested that the BNC ask groups/organizations to present at the BNC meetings what they're group/organizations are doing about root causes and what their expectations are from the BNC.
- Susan Eason suggested that she would email Richard Troxell and asked if he would like to attend and present at the next BNC meeting and she will contact some of the members of the Homeless Task Force.
- The BNC formed an Ad-Hoc Root Causes committee that will be chaired by Mike Manor. Other members of the task force include: Barbara Budde, Todd Moore, Courtney Fitzgerald, Julia Spann, Stephanie Hayden and Andrea Colunga-Bussey.

III. The minutes of December 1, 2005, were reviewed. Moved that the minutes be approved. Lee Manford seconded the motion. Motion Approved.

Con't of Presentations:

- **Meg Poag with Travis County HHS & VS:** Meg discussed the one time assistance project and how to redefine what is being researched and why. The redefining is to figure out what service can be provided to the needs of a population that may not need the intensive case management service and funding but should not be referred to several agencies for one time assistance. 1) A survey will be designed and conducted through the 2-1-1 call center for all calls that are seeking basic needs assistance. The information received will give the group a more defined basis for the project. Courtney will use this as her final research project at University of Texas in Social Work. Courtney will also conduct background research in other communities, which have done homelessness prevention and with the information provided, could give a more accurate image that's needed in the community. The estimated time for completion of this project will be in the spring of 2006. 2) Focus Groups – The focus group will ask case managers who have individuals/family who are in need of basic needs, what are the reasons for the continuing usage of basic needs? Meg asked members to encourage their case managers to participate with the focus group. 3). Meg emailed members a questionnaire about services that their agency provided. If you have not respond to the email, do so as soon as possible. 4) To conduct the survey research with 2-1-1, Meg asked members to ask their volunteers and/or interns to assist with the survey in the month of March for one week.

- **Susan Eason (Funding update):** BNC received \$100,000 from Austin Entrepreneur Foundation; \$450,000 from United Way of America for Hurricane relief; \$100,000 from AMD, and \$40,000 from Applied Materials. Through the Austin Community Foundation combined coordinating relief, BNC received a total of \$92,450. BNC received a total amount of \$782,450 for Hurricane relief and Best Single Source.

IV. COMMITTEE REPORTS:

PLANNING/ADVOCACY- ELLEN BALTHAZAR

- Ellen thanked everyone for participating in the National Poverty Awareness Month and Poverty Tour. Commissioner Gomez and Commissioner Davis attended the 3-hour bus poverty tour. Week 3 email will be sent to members this afternoon and week 4 is a culminating email of "What can they do" questions. Ellen passed out the questions for the week 4 survey and asked members to answer each question and return the survey no later than Friday afternoon. 2) Poverty Tour – The tour went well. There were 2 busloads, 28 participants and 3 media vans. Susan began the media coverage at 6:00 a.m. with a broadcast from Caritas, which continued throughout the day. Ellen acknowledged Barbara for the idea and assisting with communications; Beth for being a flexible and composed person; Joy and Sam for assisting with data and scripting direction, and Veronica Woods with the Housing Authority for providing the tour with two buses and drivers. 3) Today, the City Council will issue a proclamation acknowledging Poverty Awareness Month and the BNC. Susan Eason will accept the proclamation on behalf of the BNC.

MEMBERSHIP – BARBARA BUDDE AND SHERRI FLEMING

- Barbara Budde: Barbara brought a proposal to the BNC to revise the By-laws. The Membership committee has proposed to remove the maximum number of members allowed on the BNC committee **[Open for group discussion]**. BNC will vote on the proposal for removing the maximum number of members allowed at the February meeting.
- Barbara passed around a sign up sheet for members who are interested in joining any of the BNC committees. Barbara asked each committee chair to give a brief description about their committee.

BEST SINGLE SOURCE – LEE MANFORD

- Lee Manford: 2005 was the first full year of implementation of Best Single Source. The goal for 2005 was to serve 400 clients; BSS exceeded that amount by serving 521 clients. BSS will give a more detailed report to BNC in February. In the last couple of months, the BSS committee has spent more time on the long-term hurricane case management support of the BSS support collaborative. BSS has received \$782,450 of the goal \$866,000 needed to fully fund the long-term hurricane case management support project.
- George Brown: 370 clients completed the BSS program. Out of the clients that completed the program, 345 were successful. The program for long-term case management for hurricane victims will begin February 1st, 2006. The program will continue to use the Service Point System and will provide training to case managers on January 30th beginning at noon and February 2nd beginning at 8am. Case managers will be trained on the legal aspects through Legal Aid Services and cultural diversity training. Case Managers are required to attend these trainings before assisting Hurricane victims.
- Lee Manford: The BSS will continue to use centralized administration, database and system management. The BSS is also working with City of Austin Outreach group; with this collaboration it will give the BSS an opportunity to showcase case management and what the service provides.

RESOURCE DEVELOPMENT – JOY STOLLINGS

- Joy Stollings: The committee discussed ways to acknowledge monetary donations that were designated to the Hurricane relief project and with the help of Caritas and their management, all of the reporting to funders and acknowledgements have been done. During the next committee meeting, the committee will be looking at a more comprehensive process to acknowledge donations.
- The BNC has an opportunity to apply for the 2006 Food Nutrition Service (FNS) grant. Two years ago the BNC applied for a Food Stamp Outreach grant and was rejected. Last year the grant was withdrawn. Travis County has implemented a new procedure where agencies are able to educate their case managers about how to assist clients in filling out the food stamp application. Due to better partnership with the State, the committee will decide at the next meeting to apply for the FNS grant.
- Grants: Joy asked agencies who have not written grants before to assist in the grant writing.
- Next meeting for the Resource Committee is February 9th, 2006 at 3:00pm at United Way.

FOOD COMMITTEE – MEG POAG

- Meg Poag: 1) The Food Summit and the downtown providers had a discussion with Capital Area Food Bank (CAFB) and realize that CAFB is an important central role for providers. As a result of the discussion, CAFB will institute a produce hotline that providers can contact at anytime and know what produce CAFB has available. 2) The Pantries have decided to look at the gaps of days and hours of operation. The pantries have decided to survey their clients and ask their clients what hours they would like the pantries to be open. After they get the results, they may make changes for their hours of operation. 3) Due to the overlapping of hot meal providers, the mobile hot meal providers may be asked to service the homeless population outside of the downtown area. The providers have formed an email list serve and will try to schedule a meeting with churches and other organizations who provide hot meals.
 - Meg passed out the results of the summary.
 - Susan Eason thanked Meg and Adelita for their hard work.

UTILITY TASK FORCE – BETH ATHERTON

- Beth Atherton: The Utility Task Force has set up a meeting with Austin Energy.

AGENCY ANNOUNCEMENTS:

- Joy Stollings: Meals on Wheels is currently looking for cubicle partitions.
- Stephanie Hayden: The City of Austin neighborhood centers will be adding it's HOPE program to the South Austin, Blackland and St. John neighborhood centers. The program is a partnership with CAFB Healthy Options for the elderly.
- Charity Gladish: Community Tax centers are up and running. If you need information about the service, call 2-1-1 to make an appointment. Individuals who receive services through the tax center may qualify for an IDA account.
- Rhoda Montgomery: For Poverty Awareness Month, Rhonda's church displayed a banner on the corner of Windsor and Exposition.
- Todd Moore: UW is hosting a Long-term Recovery Roundtable on January 27th to discuss long-term recovery issues and will be hiring a long-term recovery coordinator within the next week.

NEXT MEETING:

February 23rd, 2006
9:00 – 11:00 a.m.
United Way Capital Area
2000 East MLK Blvd.

ADJOURN