

West Des Moines Human Services Advisory Board
139 6th Street, West Des Moines, IA 50265
November 15, 2016 Minutes

Members Present:

Lori Teel, Mary Bernabe, Sue Wright, Rick Riley, Sue Bosworth, Council Liaison Russ Trimble, Dan Werner, Janet Clary-Jones, Tammy Cline, Matthew McNeece, Bob Shoemaker, Jessinda Madonia

Members Absent:

Jim Miller, Wendy Ogden, Lonnie Williams, Richard Turner

Staff Present:

Althea Holcomb

Citizen Participation:

None

Call To Order:

Bob Shoemaker called the meeting to order at 5:33pm.

Approval of Minutes:

The minutes from the October 18, 2016 meeting were approved by Dan Werner and seconded by Sue Wright, approved by board.

Director's Report:

- While some numbers are reporting down from prior year, the waiting room is very full.
 - Clothing closet is down from last year, up from last month. The variation of needs makes it difficult to identify a specific trend.
- Last year, an intern was on staff, which was very helpful with holiday registrations during LIHEAP season. This year, relying heavily on volunteers. Both Valley and Dowling students help when able.
 - The opportunity for help this year is posted. We will rely on department heads to forward onto potential candidates.
 - Recommendations made to include within next year's budget, for a 90 day timeframe.
- Bob referenced the client's needs reporting, up 16%-17% on average.
- Discussed increasing personal care items
 - Purchasing from Dollar Tree- currently no storage availability to purchase in bulk.
- Budget meeting today, to be approved in January.
- 2000 toothbrush request was denied by Delta Dental as we do not have an oral hygiene program. However, 144 tooth brushes were provided to us.

(continued – other side)

Chair Report: None to report

Old Business:

- Reviewed Handyman quotes. Mary Bernabe made motion for approval; Matthew McNeece made second motion for approval. Request was approved by the board.
- Sponsor Family- Mary Bernabe has been in contact with our family, which consists of mom, dad, 6 kids and one current pregnancy. Mother will pick up items from WDM Human Services for delivery to her family.

New Business:

- Dan Werner announced that Athene will be provided 170 coats and 170 boots. Delivery scheduled for Thursday at 10:00am.
- Mary Bernabe made a recommendation for our board to implement “Giving Tuesday” going forward. Using Facebook as our communication source.

With all agenda items covers, the meeting was adjourned at 6:35pm.

Respectfully submitted,

Jessinda Madonia

CC: Mayor, Council member, City Manager