

West Des Moines Human Services Advisory Board
139 6th Street, West Des Moines, IA 50265
November 20, 2018 Minutes

Members Present:

Janet Clary-Jones, Sue Wright, Jo Helling, Rick Riley, Kasey Tickel, Dan Werner, Mari Bunney, Bill Solawetz, Carol Sipfle, Jami Schnoebelen, Russ Trimble

Members Absent:

Mary Bernabe, Jered Rogers, Matt McNeece, Jim Miller, Jessinda Madonia

Staff Present:

Althea Holcomb

Citizen Participation: None

Call to Order: 5:32pm.

Approval of Minutes:

Sue Wright made a motion to approve the minutes from the October 2018 meeting, Jo Helling seconded. Minutes were approved by board.

Director's Report:

- Budget discussions have started. Still waiting to hear from DART on cost to transport seniors to senior center. In Oct 2019, funding from HUD will not be renewed for Rapid Re-Housing. Althea is not recommending they fund it since only one person has been housed in WDM and all the others have been housed in other areas of the metro. Most likely that program will end. Capital improvements - new windows are needed. Where the buses are housed - the one-stall garage will be re-roofed and re-sided.
- Front desk will be moved in January for safety reasons. We should be receiving a 46- page document on safety and security of this building. There has been training regarding the protection of employees in various situations and Active Shooting Training. Security cameras have been recommended. We talked about putting the WDM police logo on a window of the door to one of the break out rooms. They also recommended making the intake area bullet proof.
- WDM Leadership Academy toured the facility and selected WDMHS as their fundraising project this year.
- The Fall Cleanup with Lutheran Church of Hope helped more than 30 households get their yards cleaned. Many people called to give thanks
- WinTrust Mortgage did a food drive and donated 5,000 lbs of food. Athene donated approximately 150 children's coats and boots. Both groups also received a tour.
- ESL and HiSet wrapped up for the year. HiSet had 9 people graduate (only 3 graduated last year)!
- More than 207 households have signed up for Adopt A Family – right now, there are more sponsors than families! We learned that we can restrict Toys 4 Tots toys to WDM residents, so we will partner with Toys 4 Tots after initially thinking we wouldn't.
- More people needed help with utilities in October so there was a spike in aid for that. As of Nov 1st, there is a moratorium on utility disconnects until April.
- Lauri McElvaney will be retiring after 15 years at the end of this year. A temp will be hired to fill her spot until a replacement is found.
- Sunday Supper - Expenses for the event were paid for through the discretionary account because we receive checks for this event made out to both the Foundation and our trust account.

(continued)

Discretionary Report:

- Polk County's donated \$60,000 for the buildout. A restricted fund of the donated dollars has been set up to pay for the expenses of the buildout.
- According to City policy, if construction costs exceed \$75,000, bids are required. Construction costs will not exceed that amount.

Chair Report:

- Dec 21st at noon there will be a volunteer holiday potluck - food, games and gifts.
- Dan Werner and Athene came today to bring boots and coats - they adopt four schools and collect coats/boots. Extra coats/boots were brought here.
- Friends Foundation of the Library collecting books for Toyland.
- Dan Werner will be retiring at the end of the year from his job. Congrats to Dan!

With all agenda items covered, the meeting was adjourned at 6:25 pm.

- The board moved to wrapping their Adopted Family's gifts and socialization

Respectfully submitted,

Kasey Tickel

CC: Mayor, Council member, City Manager