

**Community Health Endowment  
Board of Trustees Meeting  
May 25, 2016  
250 N 21<sup>st</sup> Street**

**Minutes**

**Trustees Present:** (10) Tom Beckius, Carole Burt, Don Herz, Judy Halstead, Michael Molvar, Kim Moore, Tom Sullivan, Tina Udell, Rusty Vanneman, Charles Wilson.

**Trustees Absent:** (5) Georgia Blobaum, Loren Mestre-Roberts, Kim Russel, Jose Soto, DiAnna Schimek.

**Staff Present:** (4) Lori Seibel, Marcia White, Jodi Loos, and Christine Scalora.

**Welcome.** Dr. Wilson called the meeting to order at 1:06 p.m. and welcomed those in attendance.

**Approval of the Agenda. Motion:** Beckius moved for approval of the agenda. Seconded by Herz.

**Vote:** Yes (10) Beckius, Burt, Herz, Halstead, Molvar, Moore, Sullivan, Udell, Vanneman, Wilson. No (0). Abstain (0).

**1. Approval of the Minutes for April 27, 2016**

**Motion:** Moved by Moore to approve the minutes. Second by Beckius. **Vote:** Yes (10) Wilson, Beckius, Burt, Herz, Halstead, Molvar, Moore, Sullivan, Udell, Vanneman. No (0). Abstain (0).

**2. Chairman's Report.**

- A. Reflections on Diversity: Trustees listened to a presentation by Dan Payzant, Director of the Calvert Recreation Center, titled "*Understanding the Effects of a Summer Recreation Program on Health and Wellness Outcomes for Youth.*" Mr. Payzant provided background on Parks and Recreation services. He stated that the 2016 Summer Day Camp program will operate for 12 weeks at eight sites in Lincoln. The program uses fun recreation activities to teach children about staying active while making smart food choices. The program is fee-based; however, efforts have been made to remove financial barriers to participation, including need-based scholarships and Title XX block grant funds. He stated that the majority of the camp locations are adjacent to Title I schools.

Mr. Payzant outlined health/fitness programming at the camps in addition to camp standards such as arts and crafts, music, and reading. Pre- and post-testing was used to determine outcomes for health/fitness programming. Some difficulties in data collection were noted since not all children are able to participate for the full summer.

Mr. Payzant stated that pre- and post-fitness testing is based on the “fitness-gram” which uses a progressive aerobic cardiovascular endurance run (PACER), curl-ups, push-ups, and a sit-and-reach test. He noted that participating youth demonstrated generally higher scores on each measure of fitness after participation in the recreation program than they did at the start of the program. Participants also reported increases in physical ability, feeling healthier and stronger, and eating healthier foods than they did at the start of the program. He added that future research plans include determining if participants maintain fitness during the summer months. This will help identify “best practices” to promote consistency in health and wellness outcomes across program locations.

Dr. Wilson inquired if technology use among teens has had a negative effect on physical fitness. Mr. Payzant stated that they are always trying to find positive ways to use technology to help youth interact recreationally, but it remains challenging.

Dr. Wilson stated that a 30-page data summary can be emailed upon request. Mr. Payzant provided his email address.

Ms. Seibel inquired about vending machines in schools. Mr. Payzant stated that vending machine snacks now include more healthy choices. The prices of healthier choices have been decreased while the prices of less healthy choices have increased. Mr. Payzant noted that recreation centers do not have influence regarding vending machine options because they are under City Contract; however they have worked hard to remove sugar-sweetened beverages from vending machines. Unfortunately, soft drinks have been replaced with beverages that contain as many calories. He stated healthier vending machine choices have been labeled with a “Fit Pick” icon. As part of summer camp, older campers will analyze vending machine offerings and create a public service announcement for younger campers about making healthier choices.

Dr. Wilson thanked Mr. Payzant for his time. Mr. Payzant thanked Trustees for the opportunity to make this presentation and left the meeting.

### **3. President’s Report.**

- A. Monthly Summary. Ms. Seibel stated that a Summary of Activities for April-May, 2016 was included in the Board packet and offered to answer any questions. Ms. Seibel noted that she made two “Place Matters” presentations this month.
- B. Move More Lincoln Wellness Series. Ms. Seibel announced that the Move More Lincoln Wellness series will run from May 31 through September 3, 2016. The class schedule has expanded from three days in 2015 to five days this year. She noted that classes are free and drop-ins are welcome. Ms. White distributed post cards and stated that Move More Lincoln posters are also available.

- C. CHE Applicant Workshop Evaluation. Ms. White stated that an evaluation was offered to all attendees at the most recent applicant workshops. This is the first time that an evaluation has been conducted. She reviewed the aggregate responses which were positive. Ms. White noted that Kim Hachiya, a local grant-writing expert, participated as a guest speaker. Attendees indicated that they found her presentation very helpful.
- D. Other. Ms. Seibel stated that the Grand Opening for the Health360 Clinic will be held on July 26, 2016. She noted that she recently toured the Head Start space and that Head Start is currently fundraising for room furnishings. The cost per room is estimated to be approximately \$10,000. Naming opportunities are available. Head Start is also planning to open another site at the intersection of Antelope Valley and K Street.

Dr. Wilson thanked staff for their work and commitment to CHE.

#### **4. Finance Committee.**

- A. Treasurer's Report, March 2016 and April 2016. Ms. Udell noted two items of note in the budget statements. The property insurance line item is slightly over budget due to an increased billing. In addition, the miscellaneous line item is slightly over budget due to one-time costs associated with legal fees related to the Health 360 Clinic and Head Start addition. Dr. Wilson acknowledged acceptance of the Treasurer's Report.
- B. SSgA Monthly Report, March 2016 and April 2016. Ms. Udell stated that the March performance report shows positive one-month and three-month net returns. Although the three-month return slightly outperformed expectations, the one-month return lagged by -0.90%. The April performance showed positive one-month and three-month net returns; however, year-to-date expectations lag -0.67%. Ms. Seibel stated that Ms. Udell requested and received commentary from SSgA regarding the under-performance relative to expectations. Ms. Seibel asked Trustees to contact her for a copy of the commentary.
- C. March 2016 CPI Calculation. Ms. Udell stated that the CPI calculation is used to determine how the CHE fund is growing in relation to the commitment to protect the inflation-adjusted principal of the fund over time. The CPI is provided in the board packet quarterly based on SSgA reports, cash on hand, and CHE commitments. Ms. Udell reviewed the CPI calculation for Quarter 1 2016 and concluded that there has been an increase of approximately \$722,000 in value of the fund beyond inflation. She also stated that there has been an overall loss to the value beyond inflation of approximately \$3.9 million since March 2015.
- D. Manager Monitoring Policy Quarterly Review. Ms. Udell stated that, in terms of quantitative terms, SSgA is outperforming the benchmark for the trailing three and five years. SSgA is not meeting the goal of inflation plus 4.5% for the trailing three and five years. She noted that this is expected due to current market conditions.

## 5. Funding Committee.

- A. Funding Recommendations \*(sent under separate cover). Dr. Molvar noted that the Funding Committee began with 19 Stage I applications. Following Stage I and Stage II review, the Funding Committee recommends 11 applications for Board action.

Extension Request. Dr. Molvar noted an extension request from CenterPointe for “Primary Care Nursing: Improving Quality of Care and Access to Medical Homes for Safety Net Consumers.” The total grant balance is \$42,014. He noted that the Funding Committee has approved a six month extension with a Funding Committee review at that time. **Motion:** Dr. Molvar moved to approve the contract extension. Second by Beckius. **Vote:** Yes (10) Beckius, Burt, Herz, Halstead, Molvar, Moore, Sullivan, Udell, Vanneman, Wilson. No (0). Abstain (0).

Dr. Molvar requested that Trustees declare their conflicts of interest for the applications under consideration. Ms. Halstead noted a conflict with projects 16.S.01 (City of Lincoln) and 15.F.116 (Tabitha). Mr. Herz noted a conflict with 16.S.01 (City of Lincoln). Mr. Sullivan noted a conflict on 15.S.116 (Tabitha). Dr. Molvar stated that grants 16.S.01 and 15.S.116 would be voted on separately. He presented the projects and funding contingencies.

#	Agency	Project Name	Funding Committee Recommendation
16.S.02	Mourning Hope	Community Grief Response Team	Up to \$8,000 in Year 1. <b>Contingency:</b> \$5,000 in grant funding will be retained by CHE until training needs are determined, actual costs are known, and documentation of expenses is provided. Only actual costs up to \$5,000 will be funded by CHE.
16.S.102	City Impact	City Impact Health & Wellness Center & Program	\$40,000 in Year 1. <b>Contingencies:</b> <ul style="list-style-type: none"><li>• Funds will be released at the time that 100% of construction funds are secured and expenses are documented;</li><li>• City Impact will show evidence of compliance with all local and state regulations regarding food handling and service;</li><li>• City Impact will develop a Building Operation and Maintenance Plan and an Energy Management Plan on or before December 31, 2016;</li><li>• CHE funding will be limited to</li></ul>

			<p>construction costs only (\$40,000). If this award contingency is acceptable to City Impact, a revised budget and workplan will be submitted to CHE before funds are released;</p> <ul style="list-style-type: none"> <li>• CHE will consider a future grant from City Impact related to health/wellness programming if CHE's <u>Best Practices for Healthy, Active Living</u> (attached) are addressed; and</li> <li>• If not already addressed, City Impact is asked to consider including individuals who reside in the neighborhoods surrounding the new Health &amp; Wellness Center on its Board of Directors.</li> </ul>
16.S.103	Community CROPS	Community Crops Veggie Van	<p>\$25,055 in Year 1.</p> <p><b>Contingencies:</b></p> <ul style="list-style-type: none"> <li>• The Committee recommends increasing the project's grant budget by \$900 to accommodate one extra month of produce distribution and releasing grant funds earlier to accommodate the growing season. In addition, if agreeable to Community CROPS, the Funding Committee proposes funding up to \$2,500 in actual costs for health and nutrition message signage at the Veggie Van site. If these funding revisions are acceptable to the Community CROPS, a revised budget and workplan will be submitted to CHE;</li> <li>• CHE funding will not be used for on-site cooking demonstrations; and</li> <li>• CHE funding will not be used for project evaluation as outlined in the applicant's Stage II application.</li> </ul>

16.S.104	Family Violence Council	Community-based Sexual Assault Nurse Examiner (SANE) Program	\$20,000 in Year 1, \$15,000 in Year 2. <b>Contingency:</b> CHE will provide funding for an 18-month grant, including \$20,000 for six months of planning/administration and \$15,000 for 12 months of operations. If this award contingency is acceptable to the Family Violence Council, a revised budget and workplan will be submitted to CHE before funds are released.
16.S.105	Food Bank of Lincoln	Fresh Fruit for School Markets	\$10,000 in Year 1, \$10,000 in Year 2, \$10,000 in Year 3. <b>Contingency:</b> None noted
16.S.107	Legal Aid of Nebraska	Legal Problems are Health Problems: Legal Aid's Partnership with Lincoln Community Health Centers	\$50,000 in Year 2, \$50,000 in Year 2, \$50,000 in Year 3. <b>Contingency:</b> CHE funding for a 0.5FTE attorney will be contingent upon Legal Aid securing funds from other sources for 0.5FTE. Documentation of matching funds will be provided to CHE prior to release of CHE funds.
16.S.110	St. Monica's	Equine Assisted Psychotherapy for St. Monica's Continuation 20 weeks	\$40,000 in Year 1. <b>Contingency:</b> CHE will provide funding for a one-year grant, including \$30,000 for two, 10-week sessions of equine-assisted psychotherapy (EAP) and \$10,000 to train a member of the St. Monica's staff in the EAP model.
16.S.112	Willard Community Center	Willard Community Center Capital Campaign	\$100,000 in Year 1. <b>Contingencies:</b> <ul style="list-style-type: none"> <li>• CHE funds will be released upon notification that all funds necessary to complete the project have been secured and upon receipt of documentation of actual expenses;</li> <li>• Willard Community Center will develop a Building Operation and Maintenance Plan and an Energy Management Plan by December 31, 2016;</li> <li>• CHE funds (\$75,000) will be</li> </ul>

			directed to the expansion/revocation of Willard's preschool and recognized with a naming opportunity; • CHE funds (\$25,000) will be directed toward the outdoor play area; and • The Willard Community Center will be encouraged to diversify its Board of Directors.
16.S.114	Mental Health Association of Nebraska	HomeBase	\$23,954 in Year 1, \$23,954 in Year 2, \$23,954 in Year 3. <b>Contingency:</b> The Mental Health Association of Nebraska is encouraged to diversify its Board of Directors.

**Motion:** Dr. Molvar moved for Board approval of the Funding Committee recommendations as presented. Second by Burt. **Vote:** Yes (10) Burt, Herz, Halstead, Molvar, Moore, Sullivan, Udell, Vanneman, Wilson, Beckius. No (0). Abstain (0).

#	Agency	Project Name	Committee Action
16.S.01	City of Lincoln	Feet First	\$13,360 in Year 1. <b>Contingency:</b> None noted.

**Motion:** Dr. Molvar moved for approval of 16.S.01. Second by Beckius. **Vote:** Yes (8) Molvar, Moore, Sullivan, Udell, Vanneman, Wilson, Beckius, Burt. No (0). Abstain (2) Halstead, Herz.

#	Agency	Project Name	Committee Action
15.F.116	Tabitha	EngAGE	\$70,884 in Year 1, \$141,768 in Year 2. <b>Contingency:</b> Tabitha will provide a written commitment to continue providing EngAGE services to low-income elders who cannot pay for these services beyond the CHE grant period. The number of low-income elders served beyond the grant period should be consistent with the current proportion of non-paying clients funded by CHE.

**Motion:** Dr. Molvar moved for Board approval of 15.F.116. Second by Beckius. **Vote:** Yes (8) Moore, Herz, Udell, Vanneman, Wilson, Molvar, Beckius, Burt. No (0). Abstain (2) Sullivan, Halstead.

B. Site Visit Report.

1. "HVAC Improvement" (Good Neighbor Community Center). Dr. Wilson stated the HVAC equipment and facility renovations will result in cost savings for the agency. The van purchase is complete and CHE will need to monitor the progress of van usage. There have been issues with recruiting drivers. Mr. Beckius stated that installation of the HVAC equipment was part of the agency's energy audit. He added that this is an opportunity for CHE to secure data on energy savings, determine its impact on the agency's budget, long term savings, and how the savings can impact operational funding.

Ms. Halstead noted that the Executive Director has shared concerns about boxed donations. Under a new city ordinance the cost of recycling boxes is a new cost to non-profits.

Trustees discussed best practices and energy efficiency costs for non-profits.

C. 2017 Funding Calendar. Dr. Molvar presented the Funding Calendar for 2017.

D. Other.

**6. Administration Committee.**

- A. Annual Meeting Update. Ms. Seibel distributed postcards for the CHE Annual Meeting, "Fighters, Dreamers, Doers," that will be held on Wednesday, June 15, 2016. Ms. White reminded Trustees to confirm a reserved table. Ms. Seibel stated that all speakers have been confirmed. Ms. White distributed a draft copy of the CHE Annual Report for Trustee review. Ms. Seibel stated all award winners have been notified.

Mr. Sullivan left the meeting at 2:03 p.m.

- B. Trustee Appointments. Ms. Seibel referenced an updated copy of the CHE Board of Trustees roster in the Board packet. Three Trustees (Jose Soto, DiAnna Schimek, and Tom Sullivan) are eligible for reappointment. Tina Udell has served two terms and is not eligible for reappointment.
- C. Other. Ms. Halstead stated that longtime LLCHD employee Steve Frederick will be retiring in June. A reception will be held in his honor at the Lincoln Lancaster County Health Department on June 28, 2016 from 2:00-4:00 p.m. and she invited Trustees to attend.

**7. Public Visibility/Correspondence/Other.** Ms. Seibel noted Alan Green has resigned from his position at the Mental Health Association of Nebraska and is relocating to Alaska.



8. **Adjourn.** Ms. Seibel noted there will not be a regular meeting of the Board of Trustees in June. With no further business, the meeting was adjourned at 2:11 p.m.