

**Community Health Endowment
Board of Trustees Meeting
August 22, 2018
250 N 21st Street**

Minutes

- Trustees Present:** (12) Eric Buchanan, Carole Burt, Kathy Campbell, Don Herz, Shavonna Lausterer, Dan Marvin, Mike Molvar DDS, DiAnna Schimek, Jose Soto, Tom Sullivan, Derek Vance, Ellen Weissinger.
- Trustees Absent:** (3) Kim Russel, Rusty Vanneman, Janice Walker.
- Staff Present:** (3) Lori Seibel, Marcia White, and Jodi Loos.
- Others Present:** (2) Rick Tast, City Attorney and Rose Godinez JD, ACLU.

Welcome: Dr. Molvar called the meeting to order at 1:33 p.m. and welcomed those in attendance.

Approval of the Agenda. Motion: Ms. Schimek made a motion to approve the agenda. Second by Burt. **Vote:** Yes (12) Weissinger, Vance, Sullivan, Soto, Schimek, Molvar, Marvin, Lausterer, Herz, Campbell, Burt, Buchanan. No (0). Abstain (0).

1. Approval of the Minutes for May 23, 2018.

Motion: Moved by Lausterer to approve the minutes. Second by Campbell. **Vote:** Yes (12) Sullivan, Soto, Schimek, Molvar, Marvin, Lausterer, Herz, Campbell, Burt, Buchanan, Weissinger, Vance. No (0). Abstain (0).

2. Chairman's Report.

- A. Special Presentation: "Immigration Status and Policy," Rose Godinez JD, ACLU. Ms. Godinez thanked Trustees for the opportunity to provide a presentation. Ms. Godinez reviewed the history of the ACLU, outlined the U.S. Immigration System, including the three categories of immigration status (U.S. Citizens, Non- U.S. Citizens, and Undocumented), and explained the citizenship and naturalization process, preference categories, wait times, and grounds for inadmissibility and deportability. She discussed other forms of humanitarian relief. Ms. Godinez answered Trustee questions and left the meeting at 2:11 p.m.
- B. Appointment of Nominations Committee. Dr. Molvar referenced a memo in the Board packet that recorded his appointments to the CHE Nominations Committee. His appointments are Ms. Burt, Ms. Walker, Mr. Sullivan and himself. The group will meet in early September to develop a slate of officers for FY2018-2019.

3. President's Report.

- A. Monthly Summary. Ms. Seibel stated that a Summary of Activities for May-July, 2018 was included in the Board packet and offered to answer any questions.
- B. Update on Legacy Projects. Ms. Seibel noted that a press conference will be held in mid-September to publicly announce the Legacy Projects. She informed the Trustees that an open house for the Health 360 Health Start outdoor classroom, funded in part by CHE, will be held on Thursday, September 6 at 9:00 a.m.
- C. "Year in Review". Ms. Seibel distributed copies of her "Year in Review" presentation. She reviewed the four strategies that were established by the Board of Trustees one year ago, as well as the progress made in each. The four strategies are: transformational philanthropy, using community data in decision-making, convening intentional collaborations and celebrating the community's work.

Ms. Seibel highlighted an increase in CHE website activity, social media presence, and email distributions. She noted that the Community Room continues to be well utilized by non-profit agencies. Other activities highlighted included grant making, applicant workshops, Committee meetings, Board meetings, site visits, new Trustee and City Council orientations, Board retreat, data work, staff training opportunities, Condominium Association activities, Trustee Celebration, CHE audit, and city budget. In conclusion, she reviewed the status of the CHE investment portfolio and asset allocation. She outlined five strategies for 2018-2019, including the completion of a 12-month reflection and visioning process.

4. Administration Committee.

- A. President/CEO Performance Evaluation. Ms. Weissinger stated that, throughout the past year, she has met with Ms. Seibel to discuss the 20th Anniversary projects and her performance review. During those discussions, a concept was developed that would include a reflection point in CHE's history. She stated that a proposal has been developed for Trustee consideration that includes a 12-month reflection and re-visioning process to examine all aspects of CHE since its inception. The process will be led by Ms. Seibel. If the Trustees agree with the concept, Ms. Seibel will return to the Board of Trustees on September 26, 2018 with a concept of process components, timeline, time commitment, budget, board reporting expectations, advisory group formation, and products. Ms. Weissinger asked Trustees to charge Ms. Seibel with moving forward with the concept. Trustees discussed the proposal and possible community impact. They agreed by consensus to proceed.

Ms. Weissinger stated that the link to an online performance evaluation form would be emailed to all Trustees. Trustees not in attendance at today's meeting will receive a link to the evaluation along with a copy of Ms. Seibel's "Year in Review" presentation. She asked that, as Trustees complete the evaluation, they consider if the evaluation process and tool is the most efficient/effective way to evaluate the President & CEO's performance. She indicated that she would welcome all feedback that that Trustees would have the

opportunity for further discuss these matters during executive session at their next board meeting on September 26, 2018.

- B. Health 20/20 Update. Ms. Seibel distributed a Trustee sign-up sheet to participate in Health 20/20 activities. Ms. White indicated that some of the upcoming events include an Ultimate Block Party, Healthy Husker Tailgate, Poverty Simulation, Refresh & Rejuvenate sessions, and fresh fruit distribution.

Mr. Soto left the meeting at 3:06 p.m.

Finance Committee.

- A. Treasurer's Report for May, June and July 2018. Mr. Sullivan noted that Treasurer's Reports for the months of May, June and July 2018 were included in the packet. He noted no concerns with the reports. Dr. Molvar acknowledged the Treasurer's Report.
- B. SSGA Monthly Performance and Analysis as of July 30, 2018. Mr. Sullivan distributed copies of the July SSGA performance report. He reviewed the SSGA performance summary noting that SSGA continues to transition to the revised portfolio components. He noted unbalanced activity for July, and added that he will continue to keep an eye on the portfolio activity.
- C. CPI Calculation. Mr. Sullivan reviewed the CPI calculation.
- D. BKD Audit Engagement Letter. Ms. Seibel noted that the annual audit agreement with BKD includes a fee of \$9,850. She stated that this fee represents the final year of a four-year contract. Ms. Seibel noted that she has no concerns with BKD's performance.

5. Funding Committee.

- A. Discretionary Fund Policy Revision. Ms. Campbell stated that the Funding Committee is proposing a revision of the Discretionary Fund Policy to increase the amount that the President/CEO can independently approve from \$5,000 to \$10,000. She noted that the reason for the change is that a number of applications received in each funding cycle that the Funding Committee believes do not warrant Committee review. This action would provide the President/CEO authority to approve grants up to \$10,000 without Committee review and approval. All approvals by the President/CEO would be reported to the Board of Trustees. This policy revision will be reviewed for one month, with Board action at the September 26, 2018 meeting.
- B. Site Visit Participation. Ms. Campbell reviewed site visit participation, noting that Dr. Molvar's site visit activity surpassed all other participants. She thanked Trustees for their involvement.

C. Site Visit Indicator. Ms. Campbell stated the site visit indicator sheet was distributed for Trustees consideration. She added that the grantees are always very appreciative to have the opportunity to interact with Trustees during the site visits.

D. Site Visit Reports.

a. Intake & Assistance Program (Nebraska Appleseed). Mr. Marvin stated that Trustees visited Nebraska Appleseed at their temporary location. The organization explained the process used to determine their areas of policy and advocacy. Ms. Lausterer stated that she appreciated the systems approach they use to respond to areas of concern identified by their intake/referral line. Ms. Campbell stated she was pleased that they use data to determine trends and make decisions.

b. Fresh Fruit for School Markets (Food Bank of Lincoln). Mr. Herz stated that he appreciated the opportunity to assist in the food distribution at Lincoln Southeast High School. Ms. Burt concurred that it was a great, hands-on site visit. Both were impressed that the Food Pantry model is able to distribute much more food than the Backpack Program distribution model.

7. Public Visibility/Correspondence/Other. Dr. Molvar noted items of interest in the Board packet. Ms. Seibel mentioned a letter from Jim Jenkins DDS, thanking CHE for the support for dental health in the community.

Ms. Seibel noted that Carole Burt and Mike Molvar would continue in their positions as CHE Trustees until the City Council has confirmed new appointments. She added that Mayor Beutler has indicated that he will nominate Ms. Weissinger and Mr. Herz for re-appointment.

8. Adjourn. The meeting adjourned at 3:26 p.m.