

**Community Health Endowment
Board of Trustees Meeting
December 4, 2019
Community Health Endowment
250 N 21st Street
1:30 p.m.**

Trustees Present: (9) Kathy Campbell, Don Herz, Pat Lopez, Kim Moore, Marilyn Moore, Michelle Petersen MD, John Reinhardt DDS, Kim Russel, and Janice Walker

Trustees Absent: (6) Derek Vance, Preeta Bansal, Eric Buchanan, John Thompson, Dan Marvin, and Rusty Vanneman

Staff Present: (3) Lori Seibel, Marcia White, and Jodi Loos

Welcome: Ms. Campbell called the meeting to order at 1:36 p.m. and welcomed those in attendance.

Approval of the Agenda. Motion: Ms. Walker moved for approval of the agenda. Second by Russel. Yes (9) Walker, Russel, Reinhardt, Petersen, M. Moore, K. Moore, Lopez, Herz, Campbell. No (0). Abstain (0).

1. Approval of the Minutes for October 23, 2019.

Motion: Moved by K. Moore to approve the minutes. Second by Reinhardt. Yes (9) Campbell, Herz, Lopez, K. Moore, Petersen, Reinhardt, M. Moore, Russel, Walker. No (0). Abstain (0).

2. Chairman's Report.

A. Board Discussion: "Lessons for Funders on Supporting System Leadership". Trustees discussed the article. They stated that the article demonstrated the importance of good leadership among nonprofits and philanthropy. Ms. Russel inquired if a copy of the referenced workbook would be helpful. Ms. Seibel indicated she would follow-up to request a workbook. Ms. Seibel reminded Trustees to share articles of interest with her for inclusion in future Board packets.

Ms. Campbell shared an article from the Omaha World Herald related to a \$31 million grant from the USDA to the Gretchen Swanson Center for Nutrition.

B. Appointment of Board Secretary and Administration Committee Chair.* Ms. Campbell recognized Ms. Russel for her nearly 12 years of service to the CHE Board of Trustees.

She thanked Ms. Russel for her community leadership, as well as her commitment to CHE. Ms. Russel stated that she enjoyed serving on the CHE Board of Trustees.

Ms. Campbell stated that, in light of Ms. Russel's resignation on January 3 and in accordance with the CHE by-laws, she has appointed Marilyn Moore to serve as Board Secretary and Chair of the Administration Committee effective January 3, 2020. Ms. Campbell requested Board ratification of her appointment. **Motion:** K. Moore moved to ratify the Chair's appointment of Marilyn Moore as Board Secretary and Administration Committee Chair. Second by Walker. Yes (9) Herz, Lopez, Petersen, K. Moore, Campbell, Reinhardt, M. Moore, Walker, Russel. (0) No. (0) Abstain.

- C. Martin Luther King Jr. Freedom Breakfast. Ms. Campbell announced that the Martin Luther King Jr. Freedom Breakfast will be held on January 17, 2020. She stated that Ms. Loos will contact Trustees about their interest in attending the event as a guest of CHE.
- D. Funder of the Year Award. Ms. Seibel stated that CHE received a "Funder of the Year" award from the Lincoln Homeless Coalition and shared the award with Trustees.
- E. Other. Ms. Campbell noted a Lincoln Journal Star article by Susie Blue from Matt Talbot Kitchen and Outreach about the Homeless Coalition and the need for affordable housing in Lincoln. Ms. White indicated she would forward a link to the article to Trustees.

3. **President's Report.**

- A. Summary of Activities. Ms. Seibel stated that a Summary of Activities for October-November, 2019 was included in the Board packet and offered to answer any questions. She noted that she completed eight "Place Matters" presentations during the past month and interest in the project remains high.
- B. Final Reflection Report. * Ms. Seibel presented a final version of the "Reflections on a 20 Year History." She noted that revisions offered by Trustees at the last Board meeting were highlighted in yellow. Ms. Seibel stated that the Board of Trustees should consider formally approving the report. Various Board committees will be assigned responsibility for the report's recommendations.

Ms. Russel inquired about distribution of the final report. Trustees discussed a distribution plan. Ms. Walker suggested that the final report be shared with the individuals who provided input.

Following discussion, it was unanimously agreed that Ms. Seibel should prepare an Executive Summary, including final recommendations, that will be posted on the CHE

website. The Executive Summary would include a disclosure that the full report is available upon request.

Trustees discussed Trustee-proposed revisions to the report:

- Page 12: The Trustees reviewed the addition of a paragraph that outlined CHE's commitment to diversity and health equity.
- Page 31: The Trustees reviewed the addition of two "Affirmed Organizational Principles" on page 31 (#1 and #2).

Trustees discussed revisions proposed by Ms. Bansal in absentia:

- Page 31 (Final Recommendation #1): CHE should continue to serve as a key leader, convener, and partner...
- Page 32 (Final Recommendation #3): "The CHE Board of Trustees and staff should conduct an intentional analysis of future staffing needs. This effort should take into consideration the expectations and qualities of current CHE staff, as well as the desired roles and responsibilities of future CHE staff. CHE should consider future-focused organizational models that support innovation, opportunity, efficiencies, and new networks/ecosystems.
- Page 22: "CHE should consider future-focused organizational models that support innovation, opportunity, efficiencies, and new networks/ecosystems.

Motion: Moved by Ms. Walker to accept the edited report with the addition of an Executive Summary. Second by Herz. Yes (9) Campbell, Herz, Lopez, K. Moore, M. Moore, Petersen, Reinhardt, Russel, Walker. No (0). Abstain (0).

Ms. Campbell thanked Ms. Seibel for her work on the Reflection Report.

- C. Cultural Centers Collaborative. Ms. Seibel stated that the Malone Center, Asian Center, El Centro de las Americas, Ponca Tribe and Good Neighbor Community Centers were convened by CHE to seek collaborative opportunities. The group has met seven times. They also participated in a site visit to Omaha where they visited One World Community Health Center, "Undesign the Redline" exhibit, TriFaith Initiative, and Intercultural Senior Center. Throughout the process, the cultural center directors have been very engaged. Trustees discussed the process to date.
- D. Community Conversations: December 11. Ms. Seibel stated that the next Community Conversation would be held on December 11. Ms. Russel will share "Five Lessons Learned from a Career in Health Care." Ms. Seibel encouraged Trustees to attend.

Ms. Seibel stated that CHE’s Community Conversation regarding vaping resulted in a front page story in the Lincoln Journal Star.

Ms. Seibel stated that she and Ms. Campbell would meet with Mayor Gaylor Baird on Friday, December 6, as part of her Listening Tour.

Ms. Seibel reviewed upcoming CHE events and encouraged Trustee involvement.

4. Funding Committee.

- A. Contract Extensions. K. Moore requested Trustee consideration of the following contract extensions. Ms. White noted revisions in the extension amount and duration for the contract with the UNL Center for Civic Engagement.

Project	Grantee	Total Award	Extension Amount*	Length of Extension	Reason for Extension
Pay Attention to Fall Prevention	Aging Partners	\$19,821	\$11,199	6 months (through 6/30/2020)	Connecting with and training cultural community representatives took longer than expected.
Volunteer Income Tax Assistance	UNL Center for Civic Engagement	\$120,000	\$48,204 \$13,204	12 months (through 12/31/2020) 6 months (through 6/30/2020)	Conversations about the future of this project and the grant are in process. An extension will allow the funds to be used to further the original intent of the grant should those conversations result in an appropriate solution.
Coordinated Community Prevention of Abuse and Neglect of Young Children	CEDARS Youth Services (sub-grantee is Lincoln-Lancaster County Health Department)	\$289,080	\$75,000	12 months (through 12/31/2020)	Delay in project initiation due to staffing in the first year of the original grant. In the first quarter of this grant, CEDARS was using funds extended from the original grant. Funds allocated to LLCHD are on target with budgeted expenses.

Motion: Moved by K. Moore to approve the extension requests presented with the noted amendments. Second by Reinhardt. Yes (9) Herz, Lopez, K. Moore, Petersen, Reinhardt, Walker, Campbell, Russel, M. Moore. No (0). Abstain (0).

CNA Training for Refugees in Lincoln	Bryan College of Health Sciences	\$17,600	\$12,155	12 months (through 12/31/2020)	The program chose not to enroll students in the summer session. Smaller than expected class sizes.
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Motion: Moved by K. Moore to approve the Bryan College of Health Sciences contract extension. Second by Walker. Yes (7) Campbell, Walker, Reinhardt, K. Moore, Lopez, Herz. No (0). Abstain (2) Russel, M. Moore.

Ms. Moore stated that Ms. Seibel had approved two contract extensions and no Board action was necessary.

Project	Grantee	Total Award	Extension Amount*	Length of Extension	Reason for Extension
Collaborative Skill Building to Reduce Poverty and the CNA Shortage	Lincoln Literacy	\$12,500	\$4,786	12 months (through 12/31/2020)	The program chose not to enroll students during the summer session.
Promoting Health Outcomes Through Circle of Security	Nebraska Assoc. for Education of Young Children	\$18,500	\$6,800	6 months through 6/30/2020)	A delay in offering the classes beyond the two pilot classes pushed expenses back.

**Exact amount depends on Q4 expenses.*

- B. Quarterly Report Highlights. Trustees reviewed and discussed Quarterly Report highlights. Staff provided additional information as requested. Ms. K. Moore thanked Ms. White for her diligent work on the project summaries.
- C. Site Visit Interest Indicator. K. Moore distributed a site visit interest indicator and encouraged Trustee involvement in site visits.
- D. Applicant Workshop Evaluation. Ms. White reviewed the October 2019 Stage I Applicant Workshop Evaluation Summary. K. Moore indicated that almost 70% of respondents reported that they had never attended a CHE Application Workshop.
- E. Site Visit Reports.
 - 1. Pay Attention to Fall Prevention (Aging Partners). Ms. Walker stated that this was a very interesting site visit, especially in terms of how cultural practices need to be considered in providing fall prevention education. Ms. White stated that Aging

Partners is working to video the educational classes. They will begin with an English language video, but plan to create videos in other languages.

F. Other. K. Moore distributed copies of the 2020 Funding Calendar.

5. Finance Committee.

- A. Treasurers Reports for October 2019. Mr. Herz presented the Treasurer's Report for October 2019. He noted the Administration budget is slightly over-budget due to payment timing, but this is not a concern. Ms. Campbell acknowledged the Treasurer's Report.
- B. Preliminary SSgA Monthly Performance October 2019. Mr. Herz noted that the CHE portfolio is near benchmark. He noted that equities are performing better than last year. The Investment/Finance Committee will meet with SSGA in February 2020.
- C. SSGA Transition Update. Mr. Herz indicated that the CHE fund has moved from 40% (equity)/60% (fixed income) prior to December 2017 to 51% (equity)/39% (fixed income) as of September 30, 2019.
- D. Commonfund Extension Status. Mr. Herz referenced a memo from Issa Brandt that states that Commonfund plans to sell GDP III in the secondary market effective December 31, 2019. There will not be another extension of this fund.
- E. BKD: Planned Scope and Timing Letter. Mr. Herz noted the letter from BKD was included in the board packet for informational purposes. No action is required at this time.
- F. Other.

6. Administration Committee.

No report.

- 7. Correspondence/Announcements/Other.** Ms. Seibel encouraged Trustees to review the correspondence and media highlights. She reminded Trustees that the next meeting of the CHE Board of Trustees will be on Wednesday, January 22, 2020.

Ms. Seibel referenced a Cause Collective training, "Developing Leadership Sustainability." CHE assisted in developing a funding these leadership transition workshops.

Ms. Lopez provided updates on the Health Director hiring process and local vaping legislation.

- 8. Adjourn.** The meeting concluded at 3:21 p.m.