

**Community Health Endowment
Board of Trustees Meeting
March 18, 2020
Zoom Conference Call**

Trustees Present: (15) Kathy Campbell, Russ Gronewold, Don Herz, Dan Marvin, Kim Moore, Marilyn Moore PhD, John Reinhardt DDS, John Thompson, Janice Walker, Eric Buchanan, Michelle Petersen MD, Preeti Bansal, Rusty Vanneman, Derek Vance (joined at 1:43 p.m.), and Pat Lopez (joined at 1:43 p.m.)

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

Welcome: Ms. Campbell called the meeting to order at 1:34 p.m. and welcomed those in attendance. She noted two additional agenda items, "Cancellation of the March 25, 2020 CHE Board of Trustees Meeting" and "Office Operations During the Covid-19 Pandemic."

Approval of the Agenda. Motion: K. Moore moved for approval of the agenda with additional items. Second by Marvin. Yes (13) Campbell, Gronewold, Herz, Marvin, K. Moore, M. Moore, Reinhardt, Thompson, Walker, Buchanan, Petersen, Vanneman, Bansal. No (0). Abstain (0).

- 1. March 25, 2020 Board Meeting Cancellation.** Ms. Campbell announced cancellation of the March 25, 2020, Board of Trustees meeting. She added that, should a need arise for the Board of Trustees to meet prior to the April 22, 2020, meeting, an emergency meeting will be called via Zoom. The Vice-Chair (Kim Moore) or Treasurer (Don Herz) would call the meeting should Ms. Campbell be unable to do so.
- 2. Office Operations.** Ms. Seibel stated that, in response to federal guidelines, CHE staff will be permitted to work remotely for at least 15 days. Meetings scheduled for the CHE conference room are cancelled and visitation to the building is limited. Until otherwise instructed, CHE staff may enter the CHE office as needed. CHE staff working remotely have been advised to work a full, eight-hour day. If vacation or sick leave is used, it should be documented as such. Ms. Seibel stated that the cleaning service will have access to the CHE office. Deliveries will be accepted at the door. Trustees voiced no concerns.

Ms. Lopez and Mr. Vance joined the meeting at 1:43 p.m.

- 3. Lincoln Municipal Code (LMC) 4.16.007: Use of Funds Restricted.**
Ms. Campbell reviewed LMC 4.16.007. Ms. Seibel stated that the restriction on the use of CHE funds was added to the LMC in March, 2013, as a way to make CHE funding available in the event of a "public health disaster." In light of the current pandemic conditions, Ms. Seibel deemed it necessary to remind Trustees of this provision. As designated in LMC, up

to \$9,250,000 of CHE funds could be requested to address the public health disaster. She noted that, if the CHE balance falls below \$37 million, a request could still be made to address a public health disaster. Ms. Seibel stated that approval of such action requires a majority vote of the CHE Board of Trustees AND a majority vote of the City Council. In the event that a majority of the CHE Board of Trustees does not approve such a request, a two-thirds vote of the City Council would be required to authorize use of CHE funds.

Trustees discussed the LMC language and clarified how and when CHE funds can be requested and released. Ms. Seibel emphasized that the LMC states that the Director of the Lincoln-Lancaster County Health Department (LLCHD) initiates the request (in writing) to the CHE Board of Trustees and the City Council. Ms. Campbell stated that CHE would continue to communicate closely with LLCHD and Ms. Lopez.

Trustees discussed authorizing Ms. Seibel to approve pandemic-related funding requests without Board action. Ms. Seibel provided time-sensitive instances when this authorization has been previously used. **Motion:** Moved by Dr. Petersen to authorize Ms. Seibel to approve individual funding requests up to \$50,000 specifically related to the pandemic response. Ms. Seibel will inform the Board of Trustees of each action. Second by M. Moore. Yes (14) Campbell, Gronewold, Herz, Marvin, K. Moore, M. Moore, Reinhardt, Thompson, Walker, Buchanan Petersen, Bansal, Vanneman, Vance. No (0). Abstain (1) Lopez.

4. Allocation of CHE Staff Resources to the Lincoln-Lancaster County Health Department. Ms. Seibel stated that she has offered CHE staff support to LLCHD. Staff will assist in developing and conducting a survey of local non-profits who serve the homeless, as well as any other assistance that LLCHD requests. Ms. Lopez thanked Ms. Seibel for her providing assistance.

5. Treasurer's Report and SSGA Performance.

A. Treasurer's Report for January and February 2020. Mr. Herz presented the Treasurer's Report for January and February 2020. He noted that all expenditures are in line with the budget. Mr. Herz noted that \$4 million was transferred in 2019 to a cash fund at the City. Approximately \$2.6 million remains in the cash account for immediate cash flow needs. Ms. Campbell acknowledged the Treasurer's Report.

B. Preliminary SSGA Monthly Performance February 2020. Mr. Herz noted a \$4 million decrease in the CHE fund balance as of February 29, 2020. He estimated that the fund had depreciated an additional \$7 million in the past two weeks. He stated that having available cash is beneficial to CHE at this time.

Ms. Seibel noted that the Investment/Finance Committee will meet on March 26, 9:00-10:30 by Zoom to review SSGA performance and the biennial CHE budget.

Mr. Herz noted that he would appreciate advanced notification of any withdrawals for pandemic relief. An advanced notice will allow for effective liquidation of holdings.

- 6. Philanthropic Response in Lincoln.** Ms. Seibel stated that the Mayor, in collaboration with the Lincoln Community Foundation (LCF), initiated the creation of a “Lincoln COVID-19 Response Fund.” Funders and businesses have been asked to contribute. CHE was asked to contribute \$50,000. Ms. Seibel noted that this is a discretionary request and not part of the funds sets aside to alleviate a public health disaster. Ms. Bansal stated that this philanthropic fund includes support from the City of Lincoln, Lincoln Community Foundation, United Way and other local foundations and businesses. She noted that it is similar to a “field of interest fund” commonly associated with community foundations. A Committee, including Ms. Seibel and Ms. Bansal, would make fund disbursement decisions. Ms. Bansal stated that the fund has received approximately \$340,000 in commitments to date. Ms. Seibel stated that the fund would have a focus on supporting nonprofits in such a way that addresses the economic impact of the pandemic. She also noted the Lincoln Public Schools Foundation is providing direct financial assistance to LPS families who are experiencing financial difficulties related to the pandemic. The Lincoln COVID-19 Response Fund would not provide direct financial assistance to individuals or families.

Trustees discussed what would happen if CHE funds were not fully expended as part of the COVID Response Fund. Ms. Seibel stated that a stipulation could be made in the agreement with LCF regarding the disposition of unused CHE fund and that the commitment would be “up to \$50,000.” Ms. Bansal encouraged Trustees to consider the \$50,000 request. Ms. Seibel suggested that the Trustees table the current discussion until they had reviewed the CHE Funding Strategy.

- 7. CHE Funding Strategy Regarding COVID-19.** Ms. K. Moore stated that she and Ms. Seibel have had discussions regarding CHE’s Spring and Fall funding cycles in light of the current pandemic conditions. K. Moore indicated that six grant applications (Stage II) currently under review are requesting funds to continue a CHE-funded project. Without additional CHE funding, these projects may be unable to continue. Ms. K. Moore recommended that these six projects receive a six month extension (to December 31, 2020) with funding equal to their CHE budget for the period of January 1 – June 30, 2020.

Mr. Vance left the meeting at 2:30 p.m.

The projects identified for a six-month extension were:

- Food Bank of Lincoln – Lincoln Fresh Truck
- Asian Community Cultural and Center – Mental Health Services
- Partnership for Healthy Lincoln – Operational Funding
- Lincoln Literacy – CNA Training Classes

- Bryan Foundation – CNA Training Classes
- Nebraska Early Childhood – Parenting Classes

The total funding for these six projects is \$140,172. K. Moore clarified that other Stage II grants currently under review would be tabled at this time. Ms. Seibel also recommended that no additional requests be accepted for the Fall 2020 cycle until the impact of the pandemic conditions are more clear.

Ms. Lopez left the meeting at 2:40 p.m.

Motion: Moved by K. Moore to approve extension funding for the six identified projects (\$140,172). Second by Walker. Yes (13) Campbell, Gronewold, Herz, Marvin, K. Moore, M. Moore, Reinhardt, Thompson, Walker, Buchanan, Petersen, Bansal, Vanneman. No (0). Abstain (0).

Motion: Moved by K. Moore to suspend the Spring2020 and Fall2020 funding cycles until further action of the Board of Trustees. Second by Petersen. Yes (13) Herz, Marvin, K. Moore, M. Moore, Reinhardt, Thompson, Walker, Buchanan, Petersen, Bansal, Vanneman, Gronewold, Campbell. No (0). Abstain (0).

Ms. Campbell asked Trustees to re-visit a request by LCF for \$50,000 to support the COVID-19 Response Fund. Dr. Moore clarified that LCF and the Mayor will announce the creation of the COVID Response Fund and the funders who have contributed. She questioned the Trustees, “Does CHE want to be part of that group?” Ms. Bansal added that other local foundations have contributed to the fund. Mr. Herz inquired if this request was in the form of a cash transfer or commitment. Ms. Seibel stated that it is a commitment at this point. Trustees discussed the amount of the funding request. **Motion:** Moved by Mr. Marvin to approve up to \$50,000 for the COVID-19 Response Fund based on evidence of need. Second by K. Moore. Yes (13) Campbell, Gronewold, Herz, Marvin, K. Moore, M. Moore, Reinhardt, Thompson, Walker, Buchanan, Petersen, Bansal, Vanneman. No (0). Abstain (0).

- 8. Annual Meeting Postponement.** Ms. Seibel stated that Ms. White has been working on the Annual Meeting; however, it seems prudent to postpone the event at this time. Staff will continue to work toward the publication of an Annual Report. M. Moore clarified that CHE does not have a LMC obligation to have an Annual Meeting.

Ms. Seibel thanked Trustees for their time and wished everyone good health. Ms. Walker and Ms. Campbell offered praise to city staff for their efforts at this time. Ms. Campbell stated that Trustees would be notified if another special meeting was warranted.

- 9. Adjourn.** The meeting concluded at 3:00 p.m.