

Date of Meeting:	December 8, 2010
Location:	Murworth
Type of Meeting:	Fiscal/Sustainability Work Group
Present:	Brian Baxendale, Alma Bell, Julie Bourne, Tom Brooks, Nichole Christoph, George Ford, Tammy Foster, Randy Joiner, Beverly Pettway and Barbara Sewell
Minutes completed by:	Nichole Christoph

Welcome and Introductions

Mr. Joiner welcomed everyone and called the meeting to order at 4:06 pm.

Approval of minutes

Minutes of the November meeting were presented for review and comment. Ms. Sewell made a motion to accept the minutes as presented and Ms. Bourne seconded.

Budget update

Mr. Baxendale presented a year six budget report for the period ending November 30, 2010. The program has expended 16% of the budget to date. Mr. Baxendale explained that the carryover from year five was \$95,255. He stated that carryover funds were added to the fees and services line for the DePelchin and Dr. Bertram contracts as well as salary and fringes. Details of wraparound expenditures were also provided.

Ms. Pettway reported that several meetings have taken place to ensure that the program will carry out the requirements of the cooperative agreement while staying within the budget. In order to do so, the program will need to make cuts to the budget along with staff reductions. The first wave of staff reductions will likely take place January 2011. Ms. Pettway provided a report detailing proposed changes to the budget to do so. Cuts to the personnel, supplies, travel and contracts costs were explained.

Ms. Pettway also explained that Harris County has recently voted to push the costs of retiree health benefits to individual programs. This will pose an issue if SOH staff is not able to find positions prior to the end of the grant. The same situation will apply to un-employment benefits. Ms. Pettway stated that she wants to ensure that all costs are covered prior to the end of year six.

Ms. Bourne asked which line in the budget covers transportation. Mr. Joiner answered that transportation is covered in the wraparound line item. Ms. Bell asked what would happen to families if SOH is no longer operating. Mr. Joiner answered that families will be transitioned out of the program and/or referred to appropriate resources. Mr. Joiner also stated that cases can and will still be referred to CRCG as appropriate.

Ms. Sewell, Mr. Brooks and Mr. Ford discussed various services provided in the communities and funding streams to pay for them. Mr. Brooks and Mr. Ford stated that current budget constraints limit their ability to utilize community services. Everyone agreed that the agencies and partners should share information regarding services provided in the community. Ms. Sewell expressed concern that she would like to see agencies blend resources to allow children from the community to receive services that children involved with the agencies receive. Mr. Ford thanked Ms. Sewell for bringing this concern to the directors and reiterated that there is much collaboration going on in the TRIAD program similar to Ms. Sewell's concerns. Ms. Pettway stated that these are important issues and suggested that they be taken to the Systems Change Workgroup.

Mr. Joiner reported that the program is still working on other funding sources and that the HOGG SWAP and Children's Collaborative Hogg grants will continue to operate through the summer of 2011.

The meeting was adjourned at 4:50 pm.