

RAP
FOUNDATION
BOARD OF DIRECTORS – APPROVED MINUTES

9:00 AM June 28, 2017

41550 Eclectic Street Palm Desert, CA 92260 303 Singapore Court Douglas, MI 49406
6186 NE Rosebay Dr. Hillsboro, OR 97124

- I. CALL TO ORDER at 9:09 AM Roll Call Present: Mark Moran, Chairman; Craig Borba, Vice-Chair; Jan Pye, Treasurer; Amber Amaya, Annica Meza-Dawe, Beatrice Gonzalez, Claudia Galvez, Larry Parrish, Mike Gialdini (on the phone), Rudy Gutierrez, Tori StJohns, Van Tanner, Bill Kroonen (on phone and video, Anayeli Zavala, Supervisor Perez.**

Excused Absences: Ann Dew, Joe Hayes, Ricardo Loretta, Rosemary Ortega, Tricia Gehrlein.

All votes were conducted by roll-call.

- II. CHANGES OR ADDITIONS TO THE AGENDA**
None

- III. PUBLIC COMMENT / PRESENTATIONS**
Public Comments:

Coachella Valley Youth Leadership – Presentation by Trinidad Arredondo on the progress of the program at 3 school. Ray Amador was introduced along with two students in the CVYL who provided a testimonial as to how the program has impacted them.

Christy MacEwen, Director of Housing Programs for the Path of Life (POL) informed the committee of CVAG’s recent decision to select POL to administer the “Housing First” model to address the homelessness issue in western Coachella Valley.

Monica Telles, EDA Housing spoke in support of the Lift to Rise grant application.

- IV. CONSENT CALENDAR – Action Required**
Staff Recommendation: Approve the May 24 2017 Minutes. Receive and file the Grant, CNA, CEO Reports and Financials as submitted.

Motion: L. Parrish to accept Staff Recommendation. Second: C. Borba Approved: 15
Opposed: 0 Abstention Name(s): 0

- A. MEETINGS MINUTES of May 24, 2017 Board meeting (attach. #1)**
- B. GRANT/ PROGRAM OFFICER REPORT (attach. #2) – Receive and File.**
- C. CENTER FOR NONPROFIT (CNA) Report (attach. #3) - Receive and File.**
- D. CEO’s REPORT (attach. #4) – Receive and File.**
- E. FINANCIAL REPORTS-Receive and File Draft Financials up to May 31, 2017 (attach. #5)**

- V. NEW BUSINESS ITEMS – Action Required**

- A. Review and Approve the 2016-2017 Annual Report**

Staff Recommendation: That the Board adopt the 2016-17 Annual Report (attach. #6)

Motion: C. Borba to accept Staff Recommendation and to also forward the Annual Report to the Executive Office once the Financials are inserted and the corrections are made to the Chart and to M. Moran's professional affiliation. Second: V. Tanner Approved: 15 Opposed: 0 Abstention Name(s): 0

B. Review and approve the 2017-18 Annual Budget)- Action Required

The Finance Committee met on May 23 to:

1. Review the current investment accounts, balances, and returns for investment plans- no changes
2. Review and recommend Finance and Investment Committee Structure - approved
3. Review and recommend request to the Desert Community Foundation to "grant" remaining funds for tenant improvements - approved
4. Discuss the 2017-18 Budget – the Committee gave direction to staff to balance the budget and schedule a follow-up meeting. However, due to a lack of quorum, the committee was not able to meet. Staff provided a balanced budget to committee members offering each an opportunity to comment. Also, the Controller reviewed and discussed the updated information with the Treasurer.

Staff Recommendation: No formal action was taken by the Finance Committee on the budget. Discussion took place on priorities, anticipated revenue and expenses. It was firmly understood that the budget needed to balance for it to be recommended for board adoption. Due to the inability to convene a follow-up Finance Committee meeting to review the revised budget, staff is recommending to postpone approval of the FY 2017-18 Budget until the July Board meeting. Also, to extend the FY 2016-17 budget for the month of July 2017.

Motion: C. Borba to extend the FY 2016-17 Budget for the month of July 2017 and consider the budget FY 2017-18 at the July board meeting. Second: V. Tanner Approved: 15 Opposed: 0 Abstention Name(s): 0

C. Selection of independent auditor for fiscal year ending June 30, 2017. (Proposal attachments #7)

The Audit Committee met on June 20 to interview and discuss three potential firms, Lund & Gutry, Maryanov Madsen (Steven T. Erickson, CPA) and Chuck Beck. Chuck Beck did not show up and did not contact staff.

Audit Committee Recommendation: To authorize the CEO to approve and sign the engagement letter with Maryanov Madsen and initiate the audit.

Motion: C. Borba to accept the Audit Committee's Recommendation Second: V. Tanner Approved: 14 Opposed: 0 Abstention Name(s): M. Gialdini

D. Approve Mental Health Request for Proposal (RFP) 2017-01 (attach. #8) to focus on Adults, Life & Coping Skills & Tools/Services- Amount \$150,000 Action Required

The Mental Health Committee met on June 22. They reviewed the Community Priorities and the recent committee presentations. They have approved the 7 Funding priorities. The RFP schedule is attached.

Mental Health Committee Recommendation: Approve the MHI RFP 2017-01 for Adults. Including bonus points targeting services in Blythe.

Motion: C. Borba to accept the Mental Health Committee's Recommendation. Second: V. Tanner Approved: 15 Opposed: 0 Abstention Name(s): 0

- E.** Review and Consider providing a Letter of Opposition to AB 1250 (Attach. # 9 Board of Supervisors Letter and RAP Sample Letter) – Action Required
SafeHouse of the Desert Executive Director Kathy McAdara is seeking RAP’s support in opposing AB 1250. Ms. McAdara stated that if passed this legislation “would be terrible for agencies who contract with the County and for our County.” According to Pat Cooper with Supervisor Perez’s office, the Bill is currently in the Assembly Governance and Finance Committee. The Committee asked the author to work on amendments and bring it back for another hearing.

Motion: C. Borba to send the letter of opposition to State Senator Mike McGuire. Also, directed the CEO to work with the CNA Director to include advocacy/policy as part of CNA Second: V. Tanner Approved: 15 Opposed: 0 Abstention Name(s): 0

- F.** New Funding Requests- Action Required
Review of Annual Allocations and current budget. – Stuart McClain

1. Performance Grants (Renewals) – Action Required
i. Operation SafeHouse- Second Year Request \$37,500 (attach. #10)

Operation SafeHouse is requesting funds for the year one renewal of their previous \$50,000 RAP grant. This funding will provide the 15% match for a 3 year grant from the Desert Healthcare District in the amount of \$226,452. The combined funding will allow them to expand the areas of outreach for the App. With additional staff and promotional material, SafeHouse will be able to provide more outreach for the App. Our goal is to “blanket” target areas to ensure that as many people as possible are aware of the App.

The Grants Committee met on June 12 and interviewed Maribel Pimentel, Program Manager.

Grants Committee Recommendation: Recommend approval of \$37,500 to SafeHouse of the Desert. However, they would like for Safehouse to assess their marketing plan to ensure they are using the right methods and strategy to reach youth.

Motion: V. Tanner to approve \$37,500 to SafeHouse of the Desert. Second: A. Zavala Approved: 15 Opposed: 0 Abstention Name(s): 0

- ii. Colorado River Senior Center- 17th Year Request for \$38,400 (attach. #11)
This request will pay for two cooks needed to prepare the congregate meals, reimbursement for the costs to deliver the “meals on wheels” and to pay for food supplies, packaging items and to help offset costs of the commodities program. In addition, these funds will cover costs of the Annual Health Fair.

The Grants Committee met on June 12 and interviewed John Ewing, Executive Director. The topic of buying the fuel station was discussed. Although the Senior Center is still exploring this option, they are evaluating to ensure it will generate enough revenue to offset the operating costs.

Grants Committee Recommendation: recommend approval of \$38,400 to the Colorado River Senior Center.

Motion: L. Parrish to approve #38,400 to the Colorado River Senior Center. Second: V. Tanner Approved: 15 Opposed: 0 Abstention Name(s): 0

- iii. Lift to Rise (Formerly Collaborating for Clients) 3rd Year Request for \$50,000 (attach. #12)

Lift to Rise (LTR) is seeking funding for the Rent Burden focus area; the other three focus areas include Childhood Obesity, Pediatric and Adult Behavioral Health-related ER visits, and Opportunity Youth. This LTR team member will advance the work past convening and into action, actualizing the extensive work we've developed thus far; this new "Implementation Staffer" will carry forward the fast developing progress of our 'Housing Stability/Rent Burden' Collaborative Action Network (CAN). We see this individual as a facilitator, convener, and creator of a linguistic and cultural bridge between the work and the community.

The Grants Committee met on June 12 and interviewed Heather Vaikona (Project Manager) and Lisa Houston (FIND Food Bank CEO).

Grants Committee Recommendation: To approve \$50,000 to the LTR project. However, there was discussion about whether Rent Burden is related to mental health and if the investment into this collective impact project should continue beyond this year. LTR will be tasked with demonstrating results that the work is causing systemic changes in Food Insecurity and Mental Health.

**Motion: V. Tanner to approve \$50,000 to Lift To Rise Second: C. Galvez Approved: 15
Opposed: 0 Abstention Name(s): 0**

2. Small Grants (Up to \$5,000) – Action Required
- 3.

Motion by V. Tanner to approve the amounts recommended by the Grants Committee as follows:

**Desert Ability Center \$5,000
Christopher's Clubhouse \$4,500
Association of Fundraising Professionals \$1,200
Boys and Girls Club \$5,000**

Second by C. Borba Approved: 15 Opposed: 0 Abstention: 0

- i. Desert Ability Center- \$5,000 (attach. #13)

Desert Ability Center, through the Desert Amp Crew program, has the ability to have significant impact on those who live with or are facing amputations. Given the limited statistical information relating to amputees and other disabilities in the Coachella Valley, this project will also serve to 1) begin the process of documenting real-time statistics relating to the incidence of amputations, 2) create a program of strategic outreach and 3) assess self-reported quality of life levels of identified participants over the course of the project.

The Committee met on 6/12 & interviewed Judy May, Executive Director & Tom Horn, a client.

Grant Committee Recommendation: To approve \$5,000 for this project. The Committee directed staff to ask if funding for this project is available through the Veterans Administration. Staff passed on question to applicant who responded that she has checked and funding is not available.

Motion: Second: Approved: Opposed: Abstention Name(s):

- ii. Christopher's Clubhouse - \$4,500 (attach. #14)

Christopher's Clubhouse is the only organization that provides the hands on interactive lifesaving prevention programs that provide risk assessment and awareness techniques. They are seeking funding for 3 staff members to attend training to become certified instructors in advanced protection techniques.

The Committee met on June 12 and interviewed Mika Moulton, Founding Director.

Grants Committee Recommendation: To approve \$4,500 to pay for training for three staff.

Motion: Second: Approved: Opposed: Abstention Name(s):

4. Sponsorship Requests – Action Required

iii. Association of Fundraising Professionals (AFP) Desert Communities Chapter- \$1,200 (attach. #15)

The 11th Annual NPD event, which honors and celebrates 6 exemplary philanthropic individuals and organization each November, helps promote additional charitable giving and volunteering for nonprofit organizations in the Coachella Valley.

Grants Committee Recommendation: To approve \$1200 sponsorship to support this event.

iv. Boys & Girls Club of Coachella Valley - \$5,000 (attach. #16)

The request is to sponsor at risk low income youth to attend Summer Camp. The cost is \$285/person which includes transportation and registration for 6 days. Youth are required to each contribute \$50.

Grants Committee Recommendation: The Committee is recommending that the Board approve \$5000 to sponsor kids, with an emphasis on recruiting kids from low represented communities.

Motion: Second: Approved: Opposed: Abstention Name(s):

G. CENTER FOR NONPROFIT ADVANCEMENT (CNA) NEW BUSINESS ITEMS FOR BOARD APPROVAL– No Items

H. Update on Building Improvements – Action may be needed
The Facilities Committee will provide a brief update.

C. Borba gave the Facilities Update. Also, he is requesting that the Finance Committee consider at their next meeting to allocate the rental income to the building contingency fund. The item would then be include in the FY 2017-18 Budget to be presented at the July board meeting.

VI. INFORMATIONAL ITEMS– No Action

A. COMMITTEES - No Action

1. EXECUTIVE COMMITTEE –
2. NOMINATION COMMITTEE- Will meet in the Fall 2017.
3. MENTAL HEALTH COMMITTEE- June 22.
4. GRANTS COMMITTEE- Met on June 12. Next meeting TBD.
5. POLICIES PROCEDURES/PROCESS & BYLAWS COMMITTEE – Bylaws being revised.

John Epps, CNA Director commented that the CNA Committee will be meeting on the first Thursday of each month.

B. BOARD MEMBER / STAFF COMMENTS

Jan Pye congratulated Annica on her recent achievement of earning her doctorate degree.

UCR Nonprofit Management Certificate Program Ceremony to take place on July 14 at 2 PM at UCR PD Campus.

L. De Lara thanked Supervisor Perez for being the guest speaker at the June 21 CNA Mixer. Also, she announced that the next CNA mixer will be held in Blythe in October.

There was some discussion about possibly renting a vehicle to transport persons interested in attending. Staff will research this and present cost to the Fiscal Committee to be considered in FY 2017-18 Budget.

R. Gutierrez volunteered to visit city council meetings to introduce RAP during public comments. M. Moran announced he would be happy to join him. C. Borba added that L. De Lara should join as well.

- V. *ADJOURNMENT:* The next regularly scheduled Board meeting will be held at 9:00 A.M. on July 26, 2017 at 41550 Eclectic St. Palm Desert.