

During HS 5.28.25 Board Meeting these minutes were approved by a Motion: Karen Cronin; Second: Ashley Ellsworth and Passed: Unanimously

**BEAR RIVER REGION
HUMAN SERVICES BOARD
Wednesday, March 26, 2025 – 12 Noon
BRAG's Cache County Office- Conference Room
170 North Main Street in Logan
[Zoom Recording of Meeting](#)**

Minutes

12:00 Welcome, Introductions, and Minutes

Council Member Barbara Tidwell, Chair

[Attendees 3.26.25](#)

[1.22.25 HS Minutes](#) -Approval -Motion: Karen Cronin; Second: Warren Kunz.

Passed: Unanimously

12:05 New Board Members

[Human Services Board Members 2025](#)

Welcome two new board members to the Tripartite Board.

- **Randolph Mayor Sim Bell** in the Elected Officials section. We are happy to have Rich County represented.
- **Ashley Ellsworth** in the Low Income Representatives section. She brings the valuable perspective of lived experience to the board.
- The group discussed the possibility of inviting a representative from a community partner, such as Head Start, to attend meetings without formally joining the voting board. There are still two open board member positions.

12:15 State/Federal Required Agenda Items

Conflict of Interest Forms & Confidentiality Form - will be sent in an email for electronic signatures from board members.

Financial Report (every meeting) - discussed directly in service reports below.

Revenue/Expenditures by Program

Balance Sheet/Statement of Financial Position

12:40 Services Report

Stephanie Carver, BRAG Human Services Director - Thanked Debbie Treasure for stocking the Food Pantry at BRAG each week. An explanation of the WAB Warming Center was given to the new board member. BRAG is now managing the year round hotel vouchers for the center. The WAB Warming Center provides homelessness verification and then refers the clients to BRAG staff to take care of the paperwork. This year the center has had about 30 regular guests each night and an average of 42 guests per night. These hotel vouchers can be used in addition to the 1 week BRAG offers. Recipients are allowed two weeks in the hotel. They may choose 1 week now and 1 after the warming center closes or 2 weeks after the center is closed. The night of April 12 will be the last night of operation for this season. They are working towards the possibility of a cooling center in the summer if needed. Megan Bolan will be meeting with homeless clients who need assistance during the summer in public spaces such as the Logan Library.

[BRAG Winter Response Hotel Motel FY25](#)

[START Grants 2025](#)

Stephanie stated the START grants listed in the handout are on track to be spent out.

Their department is aggressively seeking more funding to support wages and fringe benefits for staff. She presented the HOPE program - Housing Opportunities Partnership and Empowerment.

[H.O.P.E. Description](#)

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Currently, some employees are being cross trained to help with other programs and others are dropping from 29 hours per week to 24 hours. Stephanie shared a successful client story due to the help of case management being able to guide the client and plan for their future.

Deanna Newbold, BRAG Human Services Director, shared the following handout [HEAT/STEPS/VITA Services Report March 2025](#) with updates on each program. A discussion about how to use the remaining \$275,000 funding in the Critical Home Repair grant before the program ends in August. It can be used in conjunction with the Housing Repair program Jeff Kearn manages. Also an invitation to share information about the new Digital Literacy Classes BRAG will offer. It is a 10 class schedule and participants receive a free laptop when completed. If they know of anyone who could benefit, please contact: Kaitlyn Isbell @ kaitlyni@brag.utah.gov. [Computer Literacy Class info \(1\).png](#)

Alyssa Jensen, BRAG Box Elder County Community Services Supervisor explained that the Box Elder County BRAG office has gone through lots of transitions for the good since July of last year. They are currently giving out more in house applications for other BRAG services and the extra office space is being used by different BRAG departments from the Logan office each week to better serve clients in the county. This year the HEAT program is working with the Logan Office to more equally share the load of processing the applications. Last year their office processed 298 HEAT applications and so far this year they have processed 441, which is a 43% increase. They have also been helping with the Hotel Voucher program this year and created a BRAG pantry in their office. Honeyville Grains has donated individual oatmeal packets and other items for the pantry. Youth groups have made cards of encouragement to hand out with the hygiene kits. Local restaurants (Idle Isle Cafe, Peach City, Call's, and J&D's) in Brigham City have been supportive with 100% donation meals for recipients of the hotel voucher program to get a hot meal for the night.

Mayor Jacobsen of Nibley asked if there was a program to help with the water, sewer, and garbage that could help households in Nibley from not getting behind on their bill. There is not a separate program, but if those services are included in the utility bill like Brigham City and Logan City, the funds are used towards the total bill. Offering budgeting skills classes and the importance of paying for needs like utilities first was presented as an option.

Council Member Barbara Tidwell, chair, needed to be excused, so Mayor Jacobsen, vice chair conducted the rest of the meeting.

1:00 Community Needs Assessment Update

Lucas Martin, BRAG Executive Director, talked about the importance of the Community Needs Survey. In order to get good representation without a skewed result, they would like to get at least 200 participants to take the survey. There is no baseline to compare the results to. The results will be informative to know the gaps and needs so they can be addressed. The survey will be open for a month. Here are links to the QR code for the Survey in [English](#) and [Spanish](#). There are a couple of pieces to the Community Needs Assessment, one is the survey, another, the Public Forums that will be held across the area. Here is the flyer with the schedule: [Community Needs Public Forum.png](#) The forums that will allow a discussion around root causes of poverty in various communities. The results of both of these will be compiled to create the Needs Assessment Update.

1:15 Discussion of Unmet Needs

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- Lack of affordable housing issue. It was noted that a Housing Authority Board of Commissioners Meeting would be held the following day to look at ways to help.
- CDBG - Mayor Jacobsen went to the State CDBG meeting as a representative from the BRAG Governing Board. He stated that a problem to solve is the strict federal requirements to qualify for the CDBG funding. The “Build America by America Act” which requires federally funded infrastructure projects to use construction materials produced within the USA results in more compliance challenges. Mayor Jacobsen thought it would be good for the Human Services Board to also give input for ideas for larger projects with the funds available like the BRAG Governing Board does.
- The BRMH Receiving Center is going to be a great 23 hour open center for those in need. It won’t necessarily help BRAG.
- Stephanie Carver said an unmet need would be to have BRAG own some transitional housing. Lucas said they are looking into these actions.
- The housing crisis in general was a topic mentioned - i.e. Supply and Demand isn’t the answer because often the builder doesn’t lower the price to the buyer.

1:25 Other Business

Reminder to attend the [Veterans and Caregiver Conference](#) on **Apr 10, 2025** . Council Member Barbara Tidwell will be teaching a breakout session at it on exercise.

1:38 Adjourn

Motion to Adjourn by Debbie Treasure and seconded by Michael Fortune.
Next meeting Wednesday, **May 28 at 12 Noon**