

**Emergency Food and Shelter Board Meeting Minutes  
September 23<sup>rd</sup>, 2010  
1:00 p.m. Five County AOG Conference Room**

Members in Attendance:

Ellen Nathan

Heidi Allen

Tracy Garrett

Jane Lewis

Pastor Douglas Hounshell

Jewish Organization

United Way Dixie

Volunteer Programs

Community Action Program

Cliff View Chapel Baptist Church

Invited, but not in Attendance:

Dennis B. Drake

Stephanie Hagberg

Deacon Jack Gorman

Logan Sisam

Karma Greyman

Rene Pace

Gloria Dahl

Nancy Neff

Reverend Susan Wiltsey-Smith

Washington County Commissioner, Chair

Formerly Homeless

St. George Catholic Church

American Red Cross

Native American

River of Life Church

Low Income Advocate

Salvation Army

Episcopal Ministries Southwest Church

Others Present:

Sherri Dial

Brenda McKee

Five County AOG, Staff

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I. WELCOME AND INTRODUCTIONS

Ms. Sherri Dial welcomed all in attendance and began the meeting. Ms. Dial explained the meeting was being held to review the application and procedure regulations for the Emergency Food and Shelter Program.

II. REVIEW AND APPROVE MINUTES FROM FEBRUARY, 11<sup>TH</sup> MEETING

There was not a quorum therefore the February 25<sup>th</sup> 2010 Minutes could not be approved.

III. REVIEW OF REGULATIONS - MEMBERSHIP

Ms. Dial explained The Emergency Food and Shelter Program require a board with at least one board member from each county and a representative from specific organizations. Ms. Dial passed out some information from the phase 28 book. Ms. Dial explained that next year each board member will be able to have a phase 29 book. Ms. Dial explained that program expenses are limited to food and meals for shelter. Ms. Dial explained that there is only a small amount of administration money to administer the program. Most of the administration money goes toward publication in newspaper and travel reimbursements. Ms. Jane Lewis and Ms. Ellen Nathan made a recommendation to hold at least three meetings a year. The board agreed that two meetings a year were not enough and there needs be three meetings held.

IV. REVIEW OF EFSP APPLICATION

Ms. Dial announced that at the February 25th Emergency Food and Shelter meeting there were recommendations made to review the EFSP application. Ms. Dial explained that with the Utah Food Bank coming to St. George the priorities may change. Ms. Allen recommended posting the original application onto the Human Services website. Ms. Dial agreed that it would be a good idea to have the applications posted on the website for people to view. Ms. Dial handed out copies of the application used for Phase 28. Ms. Jane Lewis also showed to the board a sample of an online application from the FEMA website. The board compared the sample application with the application that was used for phase 28. Ms. Lewis commented that the book says the applications should require the same amount of information as the FEDS require from Five County Association of Governments. The board discussed the application needs to be submitted by the agency in more detail. Ms. Heidi Allen recommended having agencies attend the meetings that have applied for funding and explain what services the money will be used. A lengthy review about requirements needed in the EFSP application was discussed. The board requested that Ms. Lewis prepare an updated application.

V. REVIEW OF SPENDING

Ms. Brenda McKee shared with the board the money that has been spent so far with Phase 28 in each jurisdiction. Ms. Mckee informed that Five County has not yet received the second amount of funding for the Washington County Jurisdiction. In the Washington County Jurisdiction, The DOVE Center has not spent any of their money.

The Dixie Care & Share, Family Support Center, and DCFS have spent a portion of their money. Ms. McKee informed about the Three County Jurisdiction. Beaver and Garfield County has spent all of their money, and Kane County has \$300 left. In the Iron County Jurisdiction, Iron County Care & Share has not spent any money as well as Canyon Creek Women's Crisis Center. The Family Support Center of Southwest Utah has used some of their money. Pastor Douglas Hounshell recommended setting a deadline for all the providers to use part of their money or the money will be reallocated. Ms. Allen recommended adding the information to the award notification letter that is sent to each provider. Ms. McKee explained the report requesting the second allocation of money is due by June 31<sup>st</sup>.

VI. LOCAL SHARING

Ms. Dial announced that the 2011 Human Service Directory has been printed for agencies to review and see if there are any errors. The mass printing will take place after corrections have been made. The book will also be posted on the Human Services website. In the future if there are changes and corrections it can be made on the website right away. Ms. Jane Lewis informed the board of the open house the Dixie Care & Share is having. The new Director Ruben Garcia wants to inform the public of all the services the Dixie Care & Share provides to individuals. Ms. Tracy Garret commented that the city has cut the budget in half for the Volunteer Center for Iron, Beaver, and Garfield. Ms. Heidi Allen informed all board members that United Way has taken on three new agencies. The agencies are Family Support Center, Sandstone Elementary School, and Southern Utah Legal Services. Ms. Ellen Nathan announced there is going to be a solute to Veteran's at the Pillsbury Mortuary Saturday September 25th. There will be music, entertainment and awards given to different Veteran's groups. Ms. Dial announced there will also be the Down Syndrome Buddy Walk.

VII. OTHER

Ms. Dial announced that Linda Sappington is retiring as the Volunteer Center Director in the St. George Office. Ms. Dial informed the new Director's name is Carol Hollowell. Ms. Hollowell is from Oregon and has had many years experience owning several different beauty salons.

VIII. NEXT BOARD MEETING

Ms. Dial explained that the next meeting will be scheduled as soon as the Five County receives the amount of funding allocation for Phase 29.

IX. ADJOURN

Ms. Dial thanked everyone for coming, and for their support. Meeting adjourned.