



## Health and Human Services Advisory Committee - Minutes March 15, 2018

### Roll Call

**Present:** Bob Davis, Brooke Forland, Brooke Hirsch, Jeff Near, Councilmember Guyleen Castriotta, Councilmember Bette Erickson

**Absent:** Jeff Burke, Deb Federspiel

**Staff:** Jennifer Hoffman, Assistant City and County Manager  
Dan Casey, Director  
Vanessa Oldham-Barton, Deputy Director  
Karin Anastos, Interim Self Sufficiency Manager  
Frank Schoengarth, Self Sufficiency Manager  
Jason Vahling, Public Health Director  
Venita Dye, Operations Manager  
Molly Judson, Family, Child & Adult Services Manager  
Stacey Stroh, Office Manager

### Agenda Minutes

#### Call to Order and Introductions

Bob Davis, Committee Chair, called the meeting to order at 5:43 p.m.

#### HHSAC Business Items

February Minutes - Minutes from the February 15, 2018 meeting were approved.

Glossary of Terms - The HHS staff created a glossary of terms that were handed out to the Committee members.

#### Vision, Mission, Purpose and Bylaws of HHSAC

Dan Casey talked with the Committee in regards to establishing a vision, mission and purpose for the committee and would also like to review and update the HHSAC bylaws. He would like the current members to give a brief explanation of why they chose to serve on this committee.

#### HHS Updates

SSE Run Project Update - The Self-Sufficiency division has ten Eligibility Case Managers and each of them carries a caseload of varied numbers. They are currently assigned a caseload, which is determined according to an alpha split protocol. Several other counties are working from a task based system, which assigns cases as they come in to the next available Eligibility Case Manager. Our Self-Sufficiency division has created a core team and task team that are looking into the what and why of their processes and the best way to convert our team to task based. They have contracted with a trainer who has assisted other counties through the process and she has been conducting workshops for the project teams. They had a successful 3-day workshop in February

and will be holding the next one in April. The hope is to implement this new system by Fall of 2018. We are currently on a manual system for all client documentation and are in hopes of switching to scanning in early 2019.

**Senior Services Update** - The Senior Services division is no longer under the Health & Human Services umbrella and have moved under Recreation. Erica Hamilton resigned in February and they are currently in the hiring process to refill her position.

**CSU Update** - CSU is also no longer under the Health & Human Services umbrella and has moved under the Library.

**Public Health Community Health Assessment Update** - The Public Health division has launched the assessment. There are surveys out in the community at various locations and they have currently received 113 responses. Some of the survey locations are the Library, HHS, Paul Derda, Senior Services, Police Department, Precious Child, and FISH. They currently have over eight focus groups scheduled in order to capture as much information as possible.

**Community Non-Profit Application and Scoring Process** - The City and County of Broomfield has over one million in funds to distribute, with \$445,112 dedicated to Imagine! and \$404,560 dedicated to Mental Health Partners. BHHS staff received 25 applications of which 24 agencies were funded. If the returning applicants fell in the top 90% they received a 4% increase, in the 80-89% range the agency received flat funding and if an agency fell below the 80% range, the agency was not funded. BHHS staff are in the process of notifying all of the non-profits of the award they will receive.

#### **Cake/Celebration**

All of us at HHS would like to thank all of the committee members for serving on the Committee and value the time they have put in. We have several members whose terms are ending and we are in hopes they are re-appointed by Council to serve another term.

Staff would also like to acknowledge Frank Schoengarth for his 17 years of service to Health & Human Services. Frank has chosen to take another path and will be leaving Broomfield County on April 2nd.

Adjourned at 7:30 p.m.

Approval

Minutes prepared by Stacey Stroh

Approved by HHSAC on April 19, 2018