



**Bridges to Progress
Steering Committee Meeting
September 25, 2019**

Present: Keith Cook, Mary Jane Dolan, Kimberly Dyke-Harsley, Shawne Farmer, Joan Foster, John Hughes, Debra Jefferson, Joan Phelps, and Ruth Talian.

Minutes: Keith motioned to approve August minutes, and Shawne seconded. August minutes approved.

Council Report: John said the report to council went pretty well. He advised that we need to talk more about the data piece, i.e. the number of people we touch, work with, number of bags, quantification. Macro metrics and micro both need to be included. John was asked for best practices to work on to give back in the reports. Debra asked if there is a map of poverty communities available. The answer is that there should be one. Where can we get the map? John said he may be able to get a map. Leftover money from last round of grants is going to go back to the general fund. Veronica has an invoice that is outstanding. John will report quarterly to Council.

The letter to Council was information only. The letter didn't mention a dollar amount. The \$5,000 maximum request is off the table. The word 'Draft' can be taken off the paperwork. Grant deadline is November 1 to John. Ruth will Doodle poll steering committee members for a meeting time for first week of November to review grant proposals.

Policy for Replacing Steering Committee Member (moving forward): We need a policy for replacing steering committee liaisons. A suggestion for on-boarding was also made. Consensus agreed that the taskforce of the outgoing liaison should nominate the replacement.

Meeting attendance: Meeting attendance is also being raised as a concern. The original expectation is that the liaisons will make every meeting. A suggestion was made to cut down the number of meetings to 10 a year, leaving out August and December. Consensus agreed that an 80% attendance (8 out of 10 meetings) will be required. If a liaison is having trouble with too many absences, the steering committee chair will have a discussion with the liaison.

Alternates for liaisons: Should we have an official alternate if the liaison cannot make it. The group decided that is unproductive to send someone in your place to the steering committee. The liaison that can't make it needs to send an update on their taskforce to Joan or Ruth to read at the meeting.

Ruth will send out an email about 90 day meeting and make reservations for the Miller Center for 2020 90 day community meetings.

Taskforce Updates:

Faith--trying to determine which direction the taskforce is going in. They will continue to have speaker events. The Human Services talk went very well. Shawne is meeting with Renee Chalmers, the Youth Futures Coordinator in October. Interfaith is having a mentoring session on October 10. They will be providing mentors for Getting Ahead classes' graduates. Shawne also met with business owners in Roanoke to talk about a poverty simulation.

Workforce—made good connections at the Human Services talk on September 12. Plans are still underway to implement the nationally recognized Skills USA program. Keith is meeting with ACE who is working with Jubilee.

Early Childhood Care and Education—the taskforce is trying to find out whether the children entering kindergarten have gone through the pre-school process. They are working on ambassador training. Karen Wesley is working on an interactive map on the web that allows a user to put in a zip code and the map shows different preschools for that area. MaryJane reports there are 5,000 kids under 5 in the area.

Health/Mental Health: Debra reports very low participation in her taskforce. She says they are doing the best they can. Their plan is to partner with already existing coalitions and taskforces. She is still looking for a facilitator for her group. Justin can't be a facilitator because he travels a lot. She is beating the pavement. Shawne suggested that the Health/Mental Health taskforce work out of a community center or a faith based organization. It was announced that CAN is back at Parkview, so the Mental Health taskforce could consider that location as a base.

Transportation—Joan reports they are building the taskforce and trying to involve stakeholders. The taskforce has made a list of needs and members were given jobs to bring back statistical information.

A suggestion was made to have Ride Share present at the next 90 day meeting. Shawne says the brochure is very clear on how to use the app.

Legal: Kimberly reports legal is 30% complete on the backpack project. Brochures are still going out. The brochures are in the Lynchburg jail and Cheri Almond's Re-Entry program in the Amherst jail. Their ultimate goal is to have a brochure in every hand of every jail. A P.O. Box is listed on the brochure so inmates can write to the taskforce. Someone from the taskforce responds.

A request was made for Ruth to send the logo to all the groups.

Executive committee meeting is November 13, at 1:00 PM at United Way.

Next steering committee meeting: November 20, 2019 at 2:00 PM at United Way.
Regular meeting date, November 27 is the Wednesday before Thanksgiving.