

Washington Hancock Community Agency
 Meeting of the Board of Directors, July 28, 2015

Called to Order: 5:19 pm		
I.	Roll call and introductions	Quorum established
II.	Approval of Board Meeting Minutes from June 30, 2015 Discussion: None Action: Martha motioned to accept as written, Joan seconded, motion carried.	
III.	Items for Board Action (Old Business) 1. To fill the vacancy of Vice-President for the term ending at the annual meeting in 2015. Discussion: The Nominating Committee has not met and does not have a nominee. Tabled until next meeting. Action: (New Business) 1. Other Business/Adjustments to the Agenda Discussion: The Family Advocate presentation went first.	
IV.	Reports 1. President's Report – Betsy Fitzgerald – Betsy has been meeting with a group that is working with Maine Housing to work on permanent, sustainable housing, in particular in conjunction with Grow Washington County. She asked the Executive Committee to discuss how WHCA might be involved. Could we use the lots in Machias for this? MSHA is looking for WHCA to take the lead. Brent suggested that Mark explore opportunities with the other agencies involved to find out how we may move forward. Mark stated that we were not successful in getting funding for veterans apartments in the Milbridge building. He met with MSHA and suggested some changes to the application, which they made and are more supportive of small projects such as ours. Betsy met with MSHA as a county representative and the group was told that they just received their 2015 funding and are hopeful that 2016 funding will be released soon. Betsy told them that from a county perspective they need a roadmap. We (Washington County and Eastern Maine) are interested but need some guidance. Motion: Theresa made the motion to allow the Executive Director to pursue housing development opportunities with Maine State Housing and HUD, starting with the project in Milbridge. Brent seconded the motion. Motion passed. Discussion: Do we want to limit this to low-income housing? We don't want to limit ourselves on what we can do. We want to pursue all the possibilities.	
	2. Development Committee – David Sanderson – The committee met this afternoon and finished the development plan. It will be sent out for review for discussion at the next Board meeting.	
	3. Executive Director's Report – Mark Green – There is an opportunity coming up this fall with Maine Families, which provides visiting services to families, and would fit well with the Nurse Bridging Program. Mark would like to pursue this. It was originally held by Downeast Health Services, and is now run by Maine Family Planning in Hancock County and Downeast Regional Hospital in Washington County. We would most likely be competing with Maine Family	

Planning. He believes it comes out in October.

Joe has been working closely with a group in Blue Hill that wants to address poverty on the Blue Hill Peninsula. Mark and Ida have also been to meetings with the group. We have been asked to be their Fiscal Sponsor for a grant they recently won.

The company picnic will be on Saturday, August 15 at Lamoine Beach from 11-2. This is not the State Park. The ballots for the Elected Sector position for Washington County went out today.

4. Finance Director's Report – Kevin Bean – The Finance Committee met last Thursday and reviewed the financials, as well as the current status of HHG. We are not seeing too many vehicle sales and Kevin expects several write-offs of the bad loans by the end of the fiscal year. He will meet with the Loan Officer to discuss what loans to write off. Friendship Cottage billable hours are going up.

As of the end of June cash was up, almost \$600,000 in the bank. AR's have gone up with three months of Veteran program billings outstanding. Revenues are over by 2% and Expenses are over by 3%. Current operations deficit is at \$73,000, up \$13,000 from last month. There wasn't any particular program that went up. It was mostly due to normal operations. We have seen a decrease in revenue for SEED for June, while the salaries have remained stable. Transportation booked \$60K AR for the last two weeks of June and the actual billing was \$83K. This will reduce the deficit by about \$22K. We are expecting \$10K in July for SEED. \$39K of the deficit is due to writing off the sale of the property and the absorption of the Fickett property expenses. We have recognized \$10K in retroactive revenue for billings to the State due to the increase in the reimbursement rate for Friendship Cottage services.

Mark remains concerned by the deficit, but we are working on ways to change that. Mark would like to get Transportation consistently operating in the black, Anne has been working hard to get the census up, HHG needs to come under control, and the loss from the Shelter property in Machias will resolve itself next fiscal year. HHG write-offs will most likely prohibit us from recovering our losses by the end of September. Mark does feel good about the long term prognosis, but stated some small changes need to be made. We have not had to borrow from our line of credit at all this fiscal year, which is a great improvement over last fiscal year.

Family Advocacy Program Presentation – Ida Davis – The program is going very well and is being well received by the community. She has made contacts with other community groups and agencies. She has active cases in Hancock and Washington counties. The program doesn't require MaineCare and other agencies are referring to us for those without insurance. Ida will be referring those with MaineCare to other agencies so that we can focus on those without that resource. She is working on social skills, healthcare and finding a doctor, dental services, etc. She is finding that after 6-8 weeks with her clients she is building trust with

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<p>them. It is great to be able to help people where they are and not have a certain timeframe, as is required by many insurers. Referrals are coming internally and externally. The coverage area is for all of Hancock and Washington counties, and she will travel anywhere within the counties. Once Ida gets to a point where she can't take on any more cases, she will inform agencies ahead of time and will then ask them to track referrals they would have sent so that we can track the need.</p>		
<p>5. Written Reports</p> <ul style="list-style-type: none">a. LiHEAPb. Friendship Cottagec. Development and Community Servicesd. Transportatione. Housing and Veteran's Servicesf. Family Advocate Reportg. Nurse Home Bridgingh. Final IWW		
<p>V. Business meeting adjourned at 6:12 pm</p>		<p>Ron made the motion to adjourn.</p>
<p>Respectfully submitted, Jennifer Trowbridge, Housing & Veteran Services Director</p>		