



# Agenda

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## **SPECIAL MEETING: HUMAN SERVICES COMMITTEE STRATEGIC PLANNING**

**Monday, November 5, 2018**

**Southside Library**

**6599 Jaguar Drive**

**12:00 p.m. – 4:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. New Business/Action Items:
  - a. Overview: Rationale for Distribution of HSC Funds (Michele Lis, Facilitator)
  - b. Refinement of Ends Framework and Selection of Indicators (Michele Lis)
  - c. Discussion of Funding Distribution and and Rationale for Decision-making (Michele Lis)
4. Old Business
5. Comments from the Chair and Committee Members
6. Report from Staff
7. Matters from the Floor
8. Adjournment

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**RECEIVED AT THE CITY CLERK'S OFFICE**

**DATE: 10/31/2018**

**TIME: 8:08 AM**

**INDEX OF**  
**CITY OF SANTA FE**  
**HUMAN SERVICES COMMITTEE**  
**SPECIAL MEETING**  
**November 5, 2018**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE (S)</u></b>
<b>CALL TO ORDER</b>		<b>1</b>
<b>ROLL CALL</b>	<b>Quorum</b>	<b>1</b>
<b>APPROVAL OF AGENDA</b>	<b>Approved</b>	<b>1</b>
<b>APPROVAL OF MINUTES OF:</b>		
	<b>Special Meeting</b>	<b>1</b>
<b>NEW BUSINESS/ACTION ITEMS:</b>		
<b>a. Overview: Rationale for Distribution of HSC Funding</b>		<b>2</b>
<b>b. Refinement of Ends Framework and Selection of Indicators</b>		
	<b>Motion Passed</b>	<b>4</b>
<b>c. Discussion of Funding Distribution and Rationale for Decision Making</b>		
	<b>Motion Passed/Tabled</b>	<b>5</b>
<b>OLD BUSINESS</b>		<b>5</b>
<b>COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS</b>		<b>5</b>
<b>REPORT FROM STAFF</b>		<b>5</b>
<b>MATTERS FROM THE FLOOR</b>	<b>None</b>	<b>5</b>
<b>ADJOURNMENT</b>	<b>Adjourned at 4:06 p.m.</b>	<b>6</b>

**MINUTES OF THE**  
**CITY OF SANTA FE**  
**HUMAN SERVICES COMMITTEE**

**MEETING**  
**Santa Fe, New Mexico**

**November 5, 2018**

A meeting of the City of Santa Fe Human Services Committee was called to order by Marizza Montoya-Gansel, Chair at 12:09 p.m. at Main Library, 145 Washington Ave, Pick Conference Room, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum as follows:

**MEMBERS PRESENT:**

Marizza Montoya-Gansel, Chair  
Jeremy Perea  
Anthony Romero  
Brian Serna  
Jesse Cirolia

**MEMBER(S) ABSENT:**

Patricia Boies

**STAFF PRESENT:**

Julie Sanchez, Youth and Family Services Program Manager

**OTHERS PRESENT**

Michele Lis, Facilitator  
Richard Demella, Interim Youth and Family Services Division Director  
Kyra Ochoa, Community Services Department Director  
Kathlynn Gish, Highlands University MSW Intern  
Natalie Skogerboe, Aspen Solutions LLC  
Arianna Trott, Aspen Solutions LLC

**APPROVAL OF AGENDA**

**Ms. Cirolia moved to approve the agenda. Mr. Perea seconded the motion. The motion passed unanimously by voice vote.**

**APPROVAL OF MINUTES:**

**No minutes for approval, special meeting.**

## **NEW BUSINESS/ACTION ITEMS:**

### **a. Overview: Rationale for Distribution of HSC Funds (Michele Lis, Facilitator)**

Ms. Lis gave an overview of the RBA framework and the agenda for the discussion.

Ms. Ochoa stated she would like to use the work of this community to align with the Children and youth Commission and also to bring this RBA work up to a higher level in the city.

Ms. Sanchez stated she had one thing to add, that she needed an updated ethics form from the board members, blank forms were sent out to the board members that needed them.

Ms. Lis went over the rules for the strategic planning, confidentiality, agree to disagree respectfully, step up and stand down, etc.

Ms. Lis facilitated the discussion starting with Humans Services Committee mission and vision. She then led into some of the work Ms. Sanchez has been doing around Children and Youth Commission did around transparency and fairness with funding alignment with partner funders. Ms. Sanchez stressed that race and equity has been a huge part of the movement of funding with not only the commission but also with other funders in the community. Ms. Lis asked about the work with the Annie E. Casey foundation around race and equity and disconnected youth. Ms. Sanchez stated, she along with partners from the County and the Santa Fe Community Foundation worked for three sessions diving into disaggregated data to find out who and where the issues of disconnection were.

Ms. Lis then led a conversation on the data collected by Aspen Solutions and gave an overview of RBA, Ms. Lis discussed how population level indicators may not give the story of the population affected by the issue. For example, she stated we are doing well (data) in the areas of diabetes but in fact we have high rates in subpopulations such as the native American and Hispanic populations.

Aspen Solutions discussed the data collection methods they have been using with the agencies. They presented a chart on where each of the current grantees land in terms of outcomes and impact. With the potential changes to the indicators framework each of the current could potentially find a fit.

Mr. Serna stated he would like to see an extended table like the one presented where other funders are listed to see where they are funding (amounts) and to who on these indicators. He would like to see what else is out there, it would be great to see it as cleanly as the sheet in front of him.

Ms. Cirolia stated it would be great because Christus is already funding to some of these and she is also aware that the County is also funding to some of these too.

Ms. Lis asked if there was anything else anyone would like to add. Aspen Solutions

stated that some of the grantees would like to see more funding going towards admin costs and to open up opportunities to simplify quarterly reporting.

Ms. Ochoa stated she would like to see maybe a deliverables based contract to simplify it for staff managing the contracts.

Ms. Cirolia stated that funders can align to request submission of a universal report in which some of the parts may be applicable to say the City or Christus but it would only be one report for the grantees. This could also apply for applying to grants.

Ms. Ochoa stated she wasn't sure about how far it would take to get this done but the screening tool would be part of that integration. It would also integrate with a software system called Unite Us which would work with EMR and other systems. She stated she was unsure about how realistic this would be for this board.

Mr. Serna brought up HIPPA and CFR.

Ms. Ochoa stated that Unite Us has a team of engineers that integrates with other databases, they worked with case sensitive Veterans programs so that's why the County chose this data system. It allows for the sharing or non-sharing of sensitive information so it's both CFR and HIPPA compliant. It's the Rosetta stone that can map onto other databases. It feels like we are getting a little closer to be able to navigate referrals.

Ms. Sanchez stated we could use this a pilot for some of the agencies that Committee and County are currently funding, for example both St. E's, Interfaith and La Familia have navigators and are both being funded. We could use those sites to see how this works before investing in all fourteen agencies.

Ms. Trott stated she wanted to talk about reporting and that reporting quarterly was helpful in meeting with grantees in a timely basis to go over the data reporting. Ms. Ochoa said it was good with accountability and reporting information to the public.

Ms. Lis opened up the discussion on the data collected around the indicators from last year and the potential new ones listed. Ms Lis stated that an indicator must meet certain criteria under RBA- data (is there data available), communication power (would this make sense to the people, council, grantees), proxy power (is the indicator something that's a good measure that represents many other measures), importance (is this important to the population or subpopulation), changeability (do we have the partners in the community to work on this issue). There were some changes to the old indicators because of some of the challenges with our federal partners around policy and we had some indicator challenges around data collection. Ms. Lis stated in the next part of the agenda we would go over the indicators to discuss each one.

**Mr. Perea moved to approve the Rationale for Distribution. Mr. Romero seconded the motion. The motion passed unanimously by voice vote.**

**b. Refinement of Ends Framework and Selection of Indicators (Michele Lis)**

Each of the members was asked pull out the new indicator list and compare it to the old indicator list. Ms. Lis walked the committee members through each Funding Category/Goal Area and reviewed the changes. The handout on the cities quality of life ambitions and population indicators was also reviewed and taken into consideration with alignment to the human services indicators.

The changes to the Funding Category/Goal Area:

“Community Opportunities” was changed to “Equitable Society”

Each member was asked to see how the old indicators fit into the criteria under RBA- data (is there data available), communication power (would this make sense to the people, council, grantees), proxy power (is the indicator something that’s a good measure that represents many other measures), importance (is this important to the population or subpopulation), changeability (do we have the partners in the community to work on this issue). The members voted on the following changes.

The following indicators were removed:

Under Adult Health:	% of adults possessing health insurance
Under Behavioral Health:	% of adults incarcerated with behavioral health needs
Under Community Safety:	% reduction in hate crimes
Under Community Opportunities:	Poverty rate
	% of successful legal DACA/DAPA applicants
	% of veterans receiving benefits

The following indicators were added:

Under Adult Health:	% of people who participate in moderate or vigorous activity
Under Behavioral Health:	% current depression (past 2 weeks)
	Suicide death rate
	% Binge drinking (past 30 days)
	Alcohol related deaths
	Drug overdose related deaths
	Untreated adults with mental illness
Under Community Safety:	Fall-related deaths
Under Equitable Society:	Consuming 5+ fruits and vegetables daily
	% Adults Age 25+ with post-secondary education
	Openness and acceptance of community toward people of diverse backgrounds

**Mr. Serna moved to approve the updated indicators and framework for 2018-2019 with the changes noted. Mr. Romero seconded the motion. The motion passed unanimously by voice vote.**

**c. Discussion of Funding Distribution and Rationale for Decision-making  
(Michele Lis)**

Ms. Lis and Ms. Sanchez opened up the meeting with context and history behind how city committees funded grants in the past and the encouragement from the governing body to make the process more fair transparent.

Ms. Sanchez presented on the rationale for distribution which included opening up applications for an innovation and small grants fund. The members asked about how it worked for the children and youth commission. Ms. Sanchez stated that so far it has been successful, the application is easy and the reporting is minimal it also opens up new applicants to the process of applying for funding and gets the organizations programming familiar to the board. Ms. Sanchez also introduced language around priority populations and racial equity. The members agreed this would be important information to include in future RFPs.

Ms. Sanchez introduced the funding matrix the children and youth commission created during their strategic planning meeting in 2017. The board members had a long discussion of pros and cons to the matrix presented to them and decided there wasn't enough time to really go over the funding matrix and the evaluation tool. The board decided to set a special meeting in the next 2 weeks to decide on both the evaluation tool and the funding matrix.

**Mr. Perea moved to approve the Rationale for Distribution but to table to vote for the funding matrix and evaluation tool until November 19th. Mr. Romero seconded the motion. The motion passed unanimously by voice vote.**

**OLD BUSINESS**

There is no new business to discuss.

**COMMENTS FROM THE CHAIR AND COMMITTEE MEMBER**

There were no comments from the Chair or Committee Members.

**REPORT FROM STAFF**

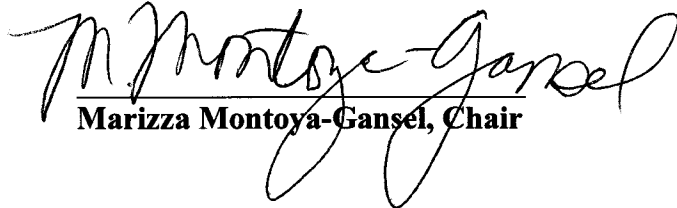
There is no report from staff.

**MATTERS FROM THE FLOOR**

There were no matters from the floor.

## **ADJOURNMENT**

There being no further business to discuss, Mr. Romero moved to adjourn, second by Mr. Perea, the meeting adjourned at 4:06 p.m.

  
**Marizza Montoya-Gansel, Chair**

Respectively submitted by:

  
**Julie Sanchez, Youth and Family Services Program Manager**