

# FINANCE/ADMINISTRATION COMMITTEE

## MINUTES

April 30, 2014

Meeting called to order on April 30, 2014, at 7:00 p.m. in the Philomath City Council Chambers by Chair Charla Koeppel.

### I. ROLL CALL

**Present:** Councilors Charla Koeppel, Jason Leonard, and Angie Baca.

**Staff:** Chris Workman, City Manager; Joan Swanson, Finance Director; and Ruth Post, City Recorder.

### II. MINUTES

**MOTION:** Councilor Baca moved, Councilor Leonard second, to approve the minutes of December 18, 2013, as presented. Motion APPROVED 3-0.

Ms. Swanson briefly explained the City's social service agency policy allocating a portion of state shared revenues and the allocations in the water and sewer funds to provide assistance with utility bills. She explained the timeline for approval of the budget and then the City Council approval of the social service agency allocations after July 1.

### III. PRESENTATIONS FROM SOCIAL SERVICE AGENCIES

**ABC House** – Jennifer Gilmore-Robinson, Executive Director, thanked the Committee for the invitation to make a presentation this year. She explained that ABC House provides child abuse assessment services for local law enforcement agencies. She stated that they also provide advocacy and support services to families. She described the history of child interviews by law enforcement and medical providers. She stated that last year 11 children who received their services were identified as being from Philomath and estimated there were more referred by medical and law enforcement. She described statutory requirements for assessments to occur within 48 hours of potential abuse identification but stated that no state funding came with that mandate. Ms. Gilmore-Robinson described their funding challenges and thanked the Committee for their consideration. ABC House requested a \$5,000 contribution.

Councilor Koeppel noted that the total amount of \$14,500 available for allocation is down almost \$2,000 from last year.

**Philomath Community Services** – Van Hunsaker, PCS President, reviewed the numbers of Philomath families that were served by PCS in 2013. He also reviewed the advancements the PCS Board has made on their policies and procedures and the goals that have been set for the coming year, including the purchase of specific equipment. He stated that headway continues to be made on making PCS a better organization. PCS requested \$7,000 to help defray costs of utilities and to upgrade cement flooring to a non-slip surface.

**Strengthening Rural Families** – Laurie Lehman, Interim Executive Director, explained the parenting classes and workshops provided by SRF and the community coordinators who provide eyes and ears within each community they service. She

thanked the Committee for the \$2,250 that SRF received last year and described the programs that they were able to accomplish with that. She described the programs for teens that are funded by unrestricted grants like the one from Philomath. She stated they are planning to branch out into health care programs this year. She stated any assistance provided would be greatly appreciated.

Senior Meals Program – Carley Funk, Sr. Meals Coordinator, stated that any monies received would go directly towards meals for Philomath residents. She stated they currently provide meals for 14 Philomath residents but that number is constantly changing. She explained that meals are provided Monday through Friday, with frozen meals available for the weekend. She also described the blizzard boxes that they provide during bad weather. She stated that they also partner with Heartland Human Society to provide meals for their clients' pets, rather than them having to decide between buying medication and feeding their pets. She described their meal site and home delivered meal programs. Senior Meals requested \$1,000.

PYAC – Sarah Woosley, PYAC, described the scholarship assistance provided by PYAC. She stated they do not turn any child away due to inability to pay.

Vina Moses FISH Emergency Program – Christine Duffney, Executive Director, was unable to attend and submitted a letter of request.

We Care – John Fradet, We Care, described the types of assistance We Care provides to people during times of need for housing, utilities, and medical care. We explained the process they use to distribute funds. He explained the special funds that were received and distributed to assist low income people that were evicted from an apartment complex in Corvallis last year. He reviewed the assistance that was provided to Philomath residents in 2013.

#### **IV. SOCIAL SERVICE FUNDING ALLOCATION DISCUSSION**

Ms. Swanson explained that ABC House made a presentation to the City Council earlier this year and she noted that the Senior Citizens Association (PASCA) has pretty much become inactive. She also noted that FISH Emergency Services did not make a presentation but provided a letter. She explained that the City refers utility customers in need of assistance to FISH and We Care. Committee consensus was to keep the funding the same for FISH and We Care.

The Committee reviewed the specific amounts requested by each organization. There was discussion about allocations, noting that there is less money available this year. There was brief discussion about the substantial outside grant monies that SRF receives.

**MOTION:** Councilor Baca moved, Councilor Leonard second, the Committee recommend to the City Council the following donations: ABC House \$2,000; Philomath Community Services \$4,750; Strengthening Rural Families \$1,000; Senior Meals \$750; and PYAC \$6,000 for a total of \$14,500 in social service donations.

**Motion Approved 3-0.**

**MOTION:** Councilor Baca moved, Councilor Leonard second, the Committee recommend to the City Council the following donations: Fish Emergency Services \$3,000 and We Care \$3,000 from the water and sewer funds. **Motion Approved 3-0.**

**V. ADJOURNMENT:**  
Meeting adjourned at 7:46 PM

Recorded by: Ruth Post, City Recorder