



Meeting Minutes
June 11, 2018
Planning and Grants (P&G) Committee

1:00 PM	Welcome, Introductions and What We Need to get done Today	Melissa Mannix
1:05 PM	Review and Approve May Meeting Minutes	All
1:15 PM	Grant Update – Crisis Intervention Training	Jeff Santelli, Sean Cherney, Cassandra Williams
1:45 PM	Procurement and Budget Update	Mackenzie Helton
2:15 PM	Grant Review	Sue Fager and Melissa
2:30 PM	Discussion of New Projects and Potential Voting Items	All
2:55 PM	Public Comment	
3:00 PM	Adjournment	

NEXT MEETING: July 11, 2018– 1:00 – 3:00 PM

DISCUSSION:

1. Melissa Mannix called the meeting to order at 1:08 p.m.
2. Paulette made motion to approve May minutes. Melissa seconded May minutes. Committee approved May minutes.
3. Jeff Santelli gave an update on his program that is funded by the Council grant. Classes are a 24 hour format on how to relate to young people dealing with crises. The third day results in role playing and the students experiences individuals with mental disabilities and are encouraged to interact with individuals. Sean Cherney presented class that is geared towards parents to understand what is going on in Crisis Intervention Training (CIT) to have consistency. This class was also developed as an advanced class for anyone who has completed the general CTI training and extended to families to continue outside of a school setting for consistency purposes. Ultimate goal with the program is to get someone safe. Cassandra will be researching what is causing the crisis, and to determine what triggers happened, and determine what worked to help prevent escalation in the future. An assessment will be generated based on Cassandra's research and outcomes of every crisis that occur in specific recent time frame to help future issues. Jeff thanked the committee for all the support.
4. Mackenzie: Reviewed grantees that are in their final year and there will be room for new grants next year. FFY18 grant has finally been awarded and we have a dollar amount. Final actual budget is \$972,924, which

is \$68,312 more than we thought the budget would be. He looked at areas he thought might need to increase such as:

- a. Office supplies (color printers are breaking).
 - b. Salary line to increase with new employee, Tina Trammer.
 - c. Rent and computer rentals.
 - d. Postage and Phones because the phones increase with hot spot phone line plus three staff cell phones.
 - e. Projects- increase of around \$40,000 for FFY18 and this is the money that will need to be locked up by September 2019. New website would come from this line.
5. Sue and Melissa shared the grantees schedules and invited all committee and Council members to attend. Sue suggested it would be great if committee and Council members could attend the upcoming graduations. Just let Sue or Vanessa know if you are interested in attending any graduations.
- a. Jeff Santelli was approached by Sobesky to train the entire school in his Crises Intervention Training on August 15th-17th and all are welcome to observe. Paulette plans to attend the August training.
6. Project Update: Joelle wanted to bring up with the committee. Access Colorado (ACCO) grant is out of compliance. The grantee is not translating material in Spanish as their grant requirement states as a requirement and goes against inclusion. Next step is to meet with the grantees and discuss the issue. If it is not resolved the issue will be brought back to the committee and Council.
7. Committee Chair elections: Paulette accepted the nomination. Rowdy, Melissa, Jen motioned to elect Paulette as the new chair. No committee members opposed. Paulette voted as the new committee chair.
8. Human Rights Committees are within each CCBs, which are mandated to meet certain requirements.
9. Paulette motioned to adjourn the meeting at 3:04. Melissa seconded.

ACTION/MOTION/CONSENSUS:

1.

Present: Melissa Mannix, Paulette Jean Steinhoff, Rowdy LeMasters, Deon Gillespie, Jennifer Martinez,

Absent: Peggy Spaulding, Gina Herrera, Jennifer Munthali, Sandra Friedman, Jeanette Cordova, Deborah Marks Williams

Staff: Susan Fager, Joelle Brouner, Mackenzie Helton, Vanessa Hernandez

Guests: Jeff Santelli, Cassandra Williams, Sean Cherney,