



**Human Services Advisory Committee Agenda  
City Hall East Second Floor Conference Room  
City Hall East, 601 E. Hickory, Denton, TX  
Friday, February 23, 2018, 11:30a-1:30p**

**Members Present:** Ryan Appleton, Pamela Barnes, Stephen Coffey, Hannah Garcia, Roy Onyebetor, Jane Upshaw, Christie Wood

**Members Not Present:** Angela Bennet-Engle, Meredith Buie, Laura Mauelshagen

**Staff Present:** Danielle Shaw

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I. Call to Order  
A Quorum was established. Hannah Garcia, Chair called the meeting to order at 11:44 a.m.

II. Introductions  
No new guests or members were present. No introductions were required.

III. Approval of Minutes from February 16, 2018

Minutes from February 16, 2018 were presented for Approval.

**Pam Barnes moved that the minutes be approved as presented. Christie Wood seconded the motion. The motion carried.**

IV. Conflict of Interest Disclosure  
No conflicts were disclosed.

V. Human Services Applicant Presentations

The following notes from the agency funding presentations are provided for committee information and review.

<b>TAB</b>	<b>Applicant Organization</b>	<b>Guest(s)</b>	<b>Presentation Time</b>
5	Denton Christian Preschool	Alicia Blanca, Director Teresa Starrett, Board Chair	11:30a - 11:40a

The agency was provided with five minutes to present information to support its funding request.

Agency made Introductions. Agency explained that the funding request is for partial funding a Bilingual teacher and Bus Driver. Agency explained that it is excited that they are now working on a curriculum update developed by the University of North Texas and working on accreditation by NAEYC with assistance provided by Educational First Steps. The agency discussed that curriculum updates will be in alignment with DISD standards. Agency also mentioned partnership with TWU occupational therapists to do assessments on the children in the program and connect parents when services are needed. Agency shared that it is also partnering with the TWU dental hygiene clinic for free teeth cleaning twice a year and

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x-rays with referrals as needed. Agency is in the State food program so it is able to provide made from scratch meals prepared onsite. Transportation pick up helps children who are homeless or at-risk identified by the agency because of frequent address changes.

HSAC members took five minutes to ask the agency questions.

Agency was asked to describe the Pierson Education Assessments described in the application. Agency explained that large and fine motor skills are assessed. Agency shared that they use this to educate parents to what level their child should be acting independently to be able to enter kindergarten. It includes things like being able to hold a pen, color, feed themselves, etc. Children are assessed after the first six weeks in the program. Planning happens around each child's assessment. Agency stated that it has been in operation for 47 years when asked how long it has been operating. Agency was asked about its financial projections for tuition revenue sources. Agency explained that it is, for the first time, a CCS vendor and CCS required a fee be increased before financial assistance could be provided to the children in the program. Agency offered that the fee and program schedule provide flexibility for parents for a two day program for 3 year olds for three days, for four year olds and for the first time this year children can attend 5 days with 12 students currently coming all week. Agency was asked to clarify if parents are paying more and if the majority of the fee is still subsidized. Agency explained that about 3-4 children are on CCS while the rest are paying more. Agency was ask for the tuition rate. Agency said there are three options: two days a week is \$30, three days is \$45 and a week is \$100 up from \$5 a week or \$15 a week per family. Agency was asked how many are enrolled in the program. Agency said it is licensed for 50 and has 43 enrolled. Agency was asked if it could expand. The agency said yes up to 50 per day. Agency added that the kids have to be potty trained because it does not have sufficient space required by licensing for diaper changing areas. Agency was asked if there was more demand. Agency indicated yes because of transportation services. Agency was asked then why did it not have the full 50 enrolled Agency discussed the change from half-day to full-day and the increase in tuition is taking some time for all parents to get thinking how they can afford the program and what is the value. Agency added information about its effort to educate parents about personal budgeting choices. Agency was ask follow-up about where it is in the process with Educational First Steps. Agency shared it is in phase one. Agency was asked where it was located. Agency gave the program address and that it is housed in a local church. Agency further explained that it leases the facility for \$500 a month including utilities with access to a kitchen and gym.

There was a brief transition to the next presentation.

Staff was asked about Risk Assessment late report responses for next agency. Staff shared general analysis of late reporting for all agencies and that it is not uncommon for agencies to have 1-2 late reports. Staff reiterated that the agency was one of a few that answered this accurately. Staff added that late reporting is monitored and agencies have to address late reporting that consistently happens more than 2-3 times in a funding year. Staff shared a specific example of late reporting in the current funding year that required additional monitoring addressed in writing.

<b>TAB</b>	<b>Applicant Organization</b>	<b>Guest(s)</b>	<b>Presentation Time</b>
6	Denton City County Day School	Kim Vaughn, Executive Director Beverly Smith, Teacher	11:45a - 11:55a

The agency was provided with five minutes to present information to support its funding request.

Agency made introductions. Agency share updated data from a recent survey of families provided in English and Spanish. Out of the 42 surveys submitted results showed both areas of achievement and areas of growth. One areas of growth related to "staff talks to me about my child's home life and updates me every week". Agency shared the varied responses. Agency explained that the responses tie into the agency's goal and theme for the current academic year during August to May, *Back to Basics*. The theme

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helps the agency focus on curriculum and training to access excellence to better able to connect and engage emotionally with the children. For parents, it is in connecting with teachers as partners enhancing the parent-teacher-child relationship. Agency explained that this opens the door to a team approach for each child's growth and development which makes parents more open to sharing home life information and use the agency as a resource. Agency shared that this looks like a family tree with the agency as the roots, teachers, staff and board as the trunk and parents and children as the limbs and leaves. To the agency it represents commingling of safety, security and all parts working together to grow. The agency shared that it should be funded because as a nonprofit pre-school serving low-income families since 1952, it needs to be able to provide tools for learning, funding for high quality teachers and because it meets the need for high quality pre-k education in the community.

HSAC members took five minutes to ask the agency questions.

Agency was commended for the tree analogy. Agency shared it is a unit that works and that it is based on relationships without which nothing can grow. Members commented about the data that says Denton County has 77 different known languages. Agency shared the different languages and cultures represented by the children and families and the school. Agency was ask about teachers hours, Part-time and Full-Time. Agency explained that it had four full-time lead teachers, two full-time assistants to have full-time consistency and continuity of care. Agency also uses TWU and UNT students as floaters to help fill in and in afterschool programs for DISD school children transported to the programs.. Agency was asked about continuity of services for older children. Agency shared it serves two years to kindergarten age. Agency added it works with DISD school for teacher training and supportive resources through the school. Agency shared an example. Agency was asked about work study and the budget reductions in the program revenue for the work study program listed in the application. Agency explained that it has nothing to do with the agency but that work study programs limit student's ability to use other funding for tuition so less are participating in work study programs due to their personal financial situation. Most students at the agency are doing it for course credit rather than work study. Agency was asked about its standard assessment. Agency provide that the assessment is from FrogStreet using eight domains that assess school readiness twice a year. Agency was asked if it had a waitlist. It shared that it did and the size depends on the classroom and age of the child. Agency was ask if the waitlist was a result of the lack of rooms or funding. Agency explained that it was at capacity space wise. Agency said it had a sliding scale from \$80-\$105 a week when asked about fees charged. It serves age's two to five, five days a week full-time. General discussion focused on growth and space needs to grow. Agency was if children come from all over Denton. Agency explained that it gets kids through word of mouth and has a client from as far as Fort Worth because the father is a student at UNT. Agency was ask if it had plans to expand. Agency responded that it would have to be something for the board to consider but is not currently under consideration. Agency discussed the benefit of the size and balance noting that you don't want to scale to fast. Agency was ask about the overall goals and agency explained that it is getting back to basics and building support beginning from the family level. Members asked how the agency stays connected to the community. Agency highlighted parents, City staff and local activities as how it seeks connections. Members were encouraged to visit facilities and programs to see the program in action.

There was a brief transition to the next presentation.

<b>TAB</b>	<b>Applicant Organization</b>	<b>Guest(s)</b>	<b>Presentation Time</b>
9	Fred Moore Nursery School	Kayti Porter, Assistant Director Dinora Padilla, Executive Director	12:00p - 12:10p

The agency was provided with five minutes to present information to support its funding request.

Agency made introductions. Agency started with information not in the application sharing that the Gonzales campus received a four star rating for Texas Rising Star proving it is a high quality child care

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center. Agency indicated that the Fred Moore site is on track to meet that standard by the end of the summer. Agency shared that they will reach more children when it opens Gonzales in the summer. It helps reduce the gap in child care for low-income and at-risk children. Both sites will be going for NAEYC accreditation at the end of the summer working with Educational First Steps receiving mentoring and as well as funding and training for teachers. Agency discussed its VISTA working on volunteer coordination in order to get more community support. Agency also added a staff volunteer benefit program that allows its staff to volunteer and get added time for lunch. Agency is adding new fundraising activities like dining out nights. It is looking at grants to diversify. Agency explained that being a TRS center means they have access to increased grant funding options. Additional information about the benefit of the staff volunteer program is that it helps connect the agency to the community. Agency explained that it should be funded because it is important to invest in the young. Funding goes to children through the support of qualified teachers offering a high quality experience that in turn produces good citizens of Denton (sic. County). Agency discussed its work study program with UNT that helps them reduce teacher costs.

HSAC members took five minutes to ask the agency questions.

Agency was asked how many teachers are employed. Agency shared that it had 52 employees of those seven are administrative with 45 full and part time teachers. There are 16 teachers at Gonzales because ratios are higher with older children leaving 29 at the other center. Discussion was held about the 92 infant/toddlers (up to 3yr olds) enrolled. Agency was asked about its waiting list. The Nursery site is higher waitlist because Gonzales does not have a waitlist due to the dual enrollment requirements with DISD. Agency discussed that homeless and foster care kids are moved to the top of the list to hopefully provide a good consistent place for stability. Agency was asked about \$100,000 in building costs listed in the application. Agency explained that it a playground to provide much need safe outdoor space funded by the City's CDBG grant that will break ground next month. Agency was asked since it was awarded \$48,000 this year what was the rationale for the \$80,000, almost double request this year. Agency explained that since the TRS and NAEYC accreditation require lower rations for higher quality care it will require more teachers. Funding is for that increase. Agency was asked, what the current ratios are. Agency shared that the infant room is now three teachers to every eight children down from two teachers for ten children. Agency was asked what NAEYC stands for. National Association for the Education of Young Children (NAEYC) from ELL or Early Learning Leaders. Agency was ask how many teachers would the \$80,000 funds. Agency responded that the funding would be for about five full-time teachers. Currently funding is for three teachers. Agency was asked if the salary offered to teacher would meet the low-income standards. Agency indicated that yes it was and added that pre-school teacher salaries in the field are low. It was asked if it was planning to increase salaries. Agency said funding would be increased for teachers with certification and higher education. Agency compared the \$9 per hour it pays uncredentialed teachers to the food service across the street that pays \$11 an hour. Increased funding would allow them to pay \$12-\$15 per hour for trained certified teachers. Members asked for clarification on units provided in the application. Agency said it was 64,000 hours or a total of about 4,000 a month. Agency highlighted volunteer opportunities. Collaborations were discussed. Agency shared some of its partnerships including emergency placement for homeless and foster kids.

There was a brief transition to the next presentation.

Members discussed the application as submitted and Staff was asked about agency reporting timeliness in this current program year.

	<b>Break</b>		12:15p - 12:25p
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Members engaged in cross discussion about each of the nonprofit sliding scale programs and a general discussion about how salaries requested to be funded are set at low-income levels and its likely impact on retention. Additionally members discussed the economy and lack of affordable housing for lower wage workers. Members asked staff about its role as advisor to the City Council. Staff provided information

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about the HSAC role as advisors and how it can perform that role with City Council during the recommendation presentation session and other opportunities they have to seek guidance and make recommendations to City Council. A brief discussion was held regarding the difference between legacy giving and outcome focused grant making.

TAB	Applicant Organization	Guest(s)	Presentation Time
17	Special Program for Aging Needs (SPAN)	Deb Robertson, Executive Director Kristine Herrera, Program Manager	12:45p - 12:55p

The agency was provided with five minutes to present information to support its funding request.

Agency began with introductions. Agency shared that it wanted to add Fair Oaks to its list of program sites since it was not previously included in the application. Agency addressed the Risk Assessment that evaluates continuity in the CEO position to share that she has asked the board to begin the search for her replacement as CEO. Members thanked the agency representative for her services. Agency shared the transition planning. Agency also clarified its capital expenditures in the financials explaining that it was a one-time increase for capital expenditures.

HSAC members took five minutes to ask the agency questions.

Agency was asked to discuss the meal cost and funding used. Agency explained that \$4.95 per meal is reimburse through Health and Human Services Title 3 funding. \$3.92 is the meal cost. Program cost is now just under \$7.00 so City funding pays about \$1.60 per meal and the rest is supplemented through other fundraising. Agency is expanding the congregate program where funding is growing. Senior center participation is reducing but senior living facilities are seeing growth. Agency was asked if this was the same for home delivery program. Agency said demand is always high in that program and funding does not cover the need. While not guaranteed, agency indicated that it always serves more than funding covers with the hope that some other entity will not spend its funding and the agency can pick up the left over funds to cover the additional costs. Agency was asked about the agency numbers reported. Agency says it's just over 500 in home delivery and just under 500 in congregate, moving closer to 50/50 split. Agency was asked about senior center programs and it shared that the programs are still robust but there has been some decline specific to the centers. In home delivery there is still high demand. Agency discussed its waitlist. While it is encouraged to have a waitlist to show demand/need, the agency's current philosophy is that this is not how it wants to treat the person in need by asking them to sign up and then telling them sorry we can't serve you right now. Agency was ask how it then demonstrated the need exists. Agency shared that it uses the national research and Texas state-wide data that already exists. Texas is no longer fifth worst but up to only 15<sup>th</sup> worst with a slight reduction going from one in five to one in six seniors suffering from food insecurity. Agency was asked if it had Denton or Denton County level data but the agency explained that it did not have the capacity to do that so it uses the valuable national and state level data to extrapolate Denton County estimates. Additional clarification was discussed about how it signs up and manages people requesting assistance explaining it is done through scoring and then asking people who do not qualify to return in a year rather than waitlist them. Agency was asked how many it might be turning away on a monthly basis. Agency offered that the program is not income based but mobility based so it is mostly turning away low-income but more abled bodied clients. Agency stated it then refers to food pantry. Agency was asked to explain the congregate meal program. Agency was asked to explain the congregate meal program sharing that its major benefit is to help build socialization and reduce isolation for seniors. The senior center users transported themselves to the site where senior living residents get meals where they live without the need for transportation while still providing the important socialization benefits so that they are no longer sitting alone in their apartment eating but getting out to interact with others.

There was a brief transition to the next presentation.

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TAB	Applicant Organization	Guest(s)	Presentation Time
4	Communities in Schools	Ann Pape, CEO Katie Kellett, Associate Director Grant Dev. and Volunteerism	1:00p - 1:10p

The agency was provided with five minutes to present information to support its funding request.

Agency made introductions and shared internship information. Agency referenced the application and then began the presentation related to updates to programs and key takeaways it wanted the committee to have. The program will fund six staff and recently the agency was notified that there will be a continuation of the 21<sup>st</sup> Century grant program but currently the \$2 million in budget reductions will go into effect July.. Agency made clear that the program this grant funds are not at risk of reductions or loss of grant funds since it is a different source of funding. Agency is losing direct afterschool funding support. Agency highlighted its advocacy for funding at the federal and state level. Agency is most proud of Hogg grant for mental health coordinator providing direct service to 300 students, training for staff and referral tools. Agency has seen increasing suicide ideation and self-harm so this will help training teachers and support student with coping skills. Agency sees kids dealing with much more than the socio-economic burdens that impact the path to dropping-out of school. Agency shared that it was awarded another grant through the justice department to increase work on the prevention of juvenile delinquency helping the agency build new partnerships with law enforcement, school resource officers and the courts to provide more holistic support to kids at higher risk of dropping-out. The goal is to keep them out of the justice system and on track to graduation on a path to higher educational opportunities. Agency shared other opportunities for program resources like VOCA for victims of crime as well as bullying in and cyberbullying. Agency is excited to build resources to support its existing research based evidence proven programming.

HSAC members took five minutes to ask the agency questions.

Agency was asked about the funding reduction. Funding will go as of July and will mean the reduction in afterschool programming in seven schools in DISD that serve about 100-110 kids per school. Agency did speak to the option for grant application to come out soon awarding 20 programs in Texas with funds between \$50,000 and \$1.5 million pointing out that the \$1.5 million it is already lower than the current \$2.1 million in funding. Agency does not know yet the application requirements or how long it will have to complete the application process. Agency is conducting a community needs survey to hear from students and schools to verify that the community does want to program to continue thereby giving “voice and choice” to the program development process. Overwhelmingly they are seeing support. Agency likes the program outcome but does feel it is not sustainable because there is no other funding source as robust as the current one to pick up all the program features as is. Agency shared that it would have to cut staff when it was asked if will have to layoff people if the funding is not reacquired. Agency shared how it sets up employment structure under cycle grants making it clear to applicants and staff that funding may end after a set amount of time. Agency says it is worth it to be able to provide the program that fills an important gap. Agency indicated that the committee can help by recommending funding for the traditional program and take the survey they will share to help give vital feedback to the agency. Agency reiterated that it is a very good applicant because they are a fiscal partner with the school district and stewards of the funds provided by the City, local state and federal.

Agency invited members to visit the program.

There was a brief transition to the next presentation.

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<b>TAB</b>	<b>Applicant Organization</b>	<b>Guest(s)</b>	<b>Presentation Time</b>
3	City of Denton PARD	Sarah Farris, Recreation Supervisor	12:45p - 12:55p

The agency was provided with five minutes to present information to support its funding request.

Agency provided handout with slides for a presentation also displayed on laptop. Agency then made introductions. Agency shared its mission to enrich lives by preserving parks and encouraging play. Agency shared the diversity of programs from arts and crafts to sports to child care. Agency highlighted the facilities including three Recreation Centers, two senior centers, an aquatics center, a skate park, a golf driving range, a tennis center and an athletic complexes. Agency said all programs are listed online to view. There are six summer camps at four different locations. Little campers are ages 3-6 in a licensed program at McMath middle school sharing a gym with super kids ages 6-12. The camps operate don opposite schedules. Camp Exploration is at the Civic center for ages 5-11 and Teen camp there that is mostly a field trip camp for ages 11-15. Camp Voyage is at Denia for ages 5-11. Kings Kids is at MLK for ages 5-11. The enrichment activities include field trips, games, nature activities, theatrical entertainment, swimming and arts and crafts. Agency provides nutritious meals for kids who would not otherwise have a meal. Agency contracts to provide a free lunch program. Agency provided about 2,500 meals including breakfast and lunch. Physical activity is important to promote health and wellness. The program helps kids mature socially, emotionally, intellectually and physically. Agency discussed the social and community building, mentorship opportunities. Agency shared results of survey scoring a 9.67 out of ten for satisfaction. Comments included that “camp was a life saver” and “camp provides a safe place for my child who otherwise would have been home alone.” Agency took other feedback from surveys and now has extended hours. Agency discussed plans to update the survey to get more information out of it. Agency said it wants to serve the 56 projected. It only served 48 last year.

HSAC members took five minutes to ask the agency questions.

Agency was asked about the demand for the program. Agency reported that it does turn people away but mostly it was for residency qualification. Agency does fill up most years but last year it did not. Agency said 53 applied last year. Agency was asked about the difference between this free program and the scholarship program. Agency explained that the scholarship is half price but this one is free and originally was held as a separate program. Now kids can sign up for any program site. Agency was asked to clarify how it determines who gets what scholarship? The half-price scholarship and full scholarship have the same income requirements but the full scholarship requires proof the parent or guardian is working full-time or in school full-time plus there is no other child care available. Agency was asked about child safety policies and how it protects kids from abuse like polices for no allowing an adult to be alone with a kid one-on-one. Agency explained that it uses background checks under Department of Family Services for staff at the licensed program as is required by licensing at that site. Agency does not have a written policy for two-adults but the program does not really have a time when adults would be alone with a kid because of the number of staff. Agency discussed procedures during field trips. Agency was asked how it would fund the program if the grant was not awarded. Agency discussed some recent ideas to solicit donations, use revenues from other events but these are mostly for the half-priced scholarships. Agency was asked how much do parents pay for the program. Agency explained that families pay \$125 a week except teen camp which is \$135 a week because of the field trips.

There was a brief transition to the next presentation.

TAB	Applicant Organization	Guest(s)	Presentation Time
13	Monsignor King Homeless Center	Roy Metzler	1:30p - 1:40p

The agency was provided with five minutes to present information to support its funding request.

Agency asked if anyone could imagine being homeless and out of the street the last three nights (continuous raining and cold). Agency served 85 people per night in the shelter this week. Agency expressed that it is proud to have gone from 45 beds in October to 93 beds. Agency said it reach capacity 6-7 nights in during the recent cold weather over the New Year. It averages 70-73 in the shelter. It is open every Monday, Tuesday and Wednesday plus bad weather nights. Agency shared that the majority of the expansion is complete. It is just finishing the kitchen update expected to be complete this Tuesday. Agency said it is focus on how to get more people off the street. Additionally the agency expressed pride that it is a 100% volunteer organization. Agency made tremendous growth and had successes. It's not any one person but the community of Denton proving volunteers, donations and outpouring of love and support. Agency shared that there was one thing it cannot get donated, security. Security is import to the agency especially as it has grown in the number of people in the shelter each night it is open. Agency explained that most who say in the shelter are great but there is an occasional "bad apple" that security provides support to address. Agency added that having a security presence also provide assurances to the volunteers which helps with volunteer recruitment. Security is the biggest expense so that is why it is the agency's grant request.

HSAC members took five minutes to ask the agency questions.

Member shared experience from a recent visit highlighting the bathroom expansion. Agency supported comments explained that going from one bathroom and having a place the shower is almost as important as a place to sleep. Shower contributes to socialization, job opportunities and overall self-respect. Agency was asked about its planning for growth given that it was well positioned to fill some vital gaps in current services. Agency discussed its strategic planning efforts and without promising growth it does want to try to be a full-time shelter allowing other emergency facilities to address a growing transitional housing needs. Agency explained that now that it has finished expansion the next steps to be considered are how it can be that emergency place to be. Agency was asked that if funding were made available would it look at some other options like the VISTA program to help it expand and grow. Agency said yes and that it did look at that program specifically but it is limited at this point since one, it has new volunteers who have grant writing experience and two, it does not have a full-time staff person to supervise the VISTA that the program requires. Agency was asked that if it does plan to be a full-time shelter how does it plan to add staff to support that. Agency discussed grant writing priorities for things like administrative staff. Agency added some other factors that might not be good because it could reduce volunteer recruitment efforts if they somehow started paying for some shelter staffing but not all. Agency still expects that it will need to gather more information about full costs and then it would decide how to direct grant writing. Agency acknowledged that until it can be open full time, other organization cannot direct resources away from emergency shelter to other efforts like transitional housing. Agency was asked to clarify security guard hours. Agency explained that the security guard works from 6p to 11p and the agency has lights out at 10:30p meaning there is no entry into the shelter with the exception of those getting a police escort or prior arrangement because the person is employed. When asked for additional details about any incidents later in the night, the agency described that in most cases once those in the shelter get a meal and shower that sleeping in a safe place is the next priority meaning most are sleeping not causing issues. There was discussion about the consequences of negative behavior results in not being able to stay in the shelter and is a deterrent to negative behavior itself. Agency spotlighted the emerging issue of legal K-2, the synthetic marijuana and its side effects. Additional discussion focused on the definition of low-barrier shelter entry.



In closing comments, members asked staff if they were able to contact City Council members to seek feedback on City Council priorities for Human Services funding. Staff let the members know that they have the ability to contact the city council individually to seek feedback. Members discussed sending in an email to members as a group to solicit feedback on Council priorities. Staff will support members by providing City Council email addresses as requested. In addition, members requested that staff schedule an additional meeting for March 9, 2018 at the same time and location, if available, so that they may first have a broader discussion about priorities and then make recommendations at the next meeting. Chair, Hannah Garcia will work on a data tool to share with members prior to the next meeting. Staff will amend the march 2, 2018 agenda, add a March 9, 2018 agenda and provide both to the City Secretary.

VI. Adjourn

The next meeting of the committee is Friday, March 2, 2018, at 11:30a – City Hall East.

Having no other business, the meeting was adjourned at 1:49 p.m.

Minutes Respectfully Submitted by Danielle Shaw, Staff Liaison to the HSAC

Minutes Approved: March 2, 2018