**LEADERSHIP TEAM  
MINUTES**

7/20/2020

**Discussion Items:**

* Eviction prevention and additional COVID-response resources: we will request more funds. Seeing that rent and mortgage support are looming as a big issue as COVID continues to affect economy.
* COVID response:
  + Everyone needs to stay vigilant. We’re all tired of this but we have to continue to follow our protocols.
  + If a meeting is planned beyond a 1:1/ small client meeting, make sure to discuss with Bart and/or Pam so that we can make proper plans around logistics – cleaning, bathroom use, others in building, etc.
    - While it’s possible to meet in person under the guidelines, whenever possible we should aim for telephonic or virtual meetings right now – especially in light of current spike.
* All Staff communication – back to Lisa tomorrow.
  + Reiterate Covid points, racial bias training, All Staff survey (strategic planning).

**Updates:**

**Lisa**

* Survey responses are trickling in. Please encourage all direct reports to respond to the survey – should be easy to find on the Employee page as of today.
  + Satisfaction with salary is the lowest point so far. Also several people flagged the need to improve communication.
  + Some new employees don’t know about the plan for a new building!

**Lucio**

* Nice front page Record article on some of our Covid-19 assistance work.
* Working on the National CCHD grant start-up for our 40,000 grant, which is due on August 15.
* With development team, I am looking into the CCHD 50th anniversary special grants for our agency.
* Starting the initial application process for our local CCHD, CRS, and OFL available grant funds.
* CRS Chapter training this Wednesday with a number of parish and school leaders.
* Fr. Lawrence Goodwin, SJM will start on August 17. Interview for Hispanic Services coordinator this Thursday.
* Will be on vacation next week.

**Ellen**

* Please welcome Development and Communications team members this week.
  + Susan Smith – Communications and Grants Coordinator
  + Meagan Stokes – AmeriCorps Vista Database Coordinator and Grant Researcher

**Nick** -- on vacation but Finance report:

* Auditors will be on site Monday and Wednesday for field work.
* Month end close and fiscal year close are complete.
* Financial statements will be out this week and updated on the finance page.
* Interviews for the MRS grant accountant position will be set up this week.

**Bart/Pam**

* COVID Buckle down.

**Darko**

* 14 staff will attend a day long Resmaa Menakem’s Racialized Trauma, Resilience and Healing training on July 21.

**BEI**

* Bakhita staff are working on two resources which will soon be available to put on our website, and useful for training, outreach, and grant-writing:
* Direct Services Infographic
* Covid-19 Program Activities Infographic
* The National Advisory Committtee on the Sex Trafficking of Children and Youth, of which Marissa is a representative member, will make their National Recommendations Report public on July 30th. The State Self-Assessment will come out in Fall/Winter 2020/21. We would like to add a section to the website that discuss the NAC and links to the Report. We would also like to put out a press release about Marissa's work on the NAC, to include a quote from Lisa and Marissa and discusses the value of the NAC report. We would also like to discuss the possibility of taping a Facebook Live Video regarding the NAC Report.
* Bakhita will have 4 interns starting in the Fall, 3 in Louisville and 1 in Lexington.
* Prevention education groups are continuing, but at a much-decreased rate. The boys pilot groups will have to restart, since the first 2 pilots were put on hold due to Covid, on week 6. These may be able to start over with groups that are remote, pending approvals. MLMC groups are continuing at a reduced level, with a couple of residential homes having groups led by their own staff. Tamar may start some virtual groups in the fall, pending approvals.
* Metro United Way received grant funding from UPS for a 2-year Human Trafficking Project in Louisville. Catholic Charities is advising MUW for the project, which is likely to include a community-wide needs assessment.
* Bakhita just submitted VOCA and OVC quarterly/bi-annual reports.

**CEG**

* We are finalizing interviews with applicants for the Assistant Director position. We have several great candidates.
* We met with garden leaders, St. John Vianney parish, Americana, council people, and CCL's zoning/land use attorney to discuss the future of the Peaceful Eden Community Garden. Fr Anthony and the parish council leader stated they were unwilling to consider a compromise for development that include sharing the soccer fields and playground with Americana to preserve part of the garden. We maintain some hope that we can come to a mutually beneficial agreement but will also begin looking for other available land in the area.

**CT**

* We are conducting interviews with potential new students in preparation for the August 3rd class.
* On Thursday we began making meals for the Change Today Change Tomorrow homeless outreach. Every Thursday we will cook and box 100 meals for them to pick up and distribute. This is paid for by their organization and provides an outlet for community building as well as student recruitment for Common Table.
* We will begin outreach about the new soup subscription and catering menu this week.

**LS**

* We have connected with the VAWA Grant Project Coordinator of the Administrative Offices of the Court thanks to Marissa and we will be working with AOC on to provide training for judges, clerks and other departments. Those are advocates and lawyers that provide court interpreting services that promote, enhance and support justice by assisting the Kentucky Court of Justice in communicating with the deaf and hard of hearing and those with limited English proficiency in the courtroom. Our session would be 45 minutes long.