**LEADERSHIP TEAM
Minutes**

 10/28/19

Discussion Items:

* USCCB Campaign: Civilize It: Dignity beyond the debate.
	+ The Mission Dept. will be working with Cecilia Price at ADOL to promote this in November. The Record will give a soft launch in this weekend’s editorial.
	+ How might we as an agency participate to communicate this important message? This is a nice follow-up to the message of Be Golden. We can transition our messaging this winter at the one-year mark.
	+ How about our Record column? Instead of Share The Journey, a new focus that looks at how our work can/ should bring together Catholics of all political stripe on the underlying needs that give rise to political issues.
	+ Lucio will be working on a June presentation on advocacy with CC USA and Office of Faith Formation.
* Ongoing and changing discussion around the EO for refugees- Becky would like to debrief with Leadership Team.
	+ The Congressional consultation came back that they want travel-ready people in the pipeline to be allowed, and/or to raise the PD to 25,000. No further word.
	+ Executive Order is putting onus on the agencies to go to State and Local officials to get permission for resettlement to occur. Mostly those on the ground prefer to have it in their own hands.
		- There will probably be a SCORR lawsuit related to the unconstitutionality of this EO. Nothing filed yet.
		- Nobody wants to talk about this around KY until after the gubernatorial election. Let us not politicize this issue, please!
		- Maria has offered to take the lead coordinating the letters on behalf of the whole state – it is not necessary to have a separate letter issued for each resettlement provider. She will also develop a local letter template to be used for smaller communities, as needed.
		- There’s a verified case in the pipeline for Shepherdsville – MRS should connect with KOR about making contact with the local government official. It’s valuable to have KOR along to explain that this has been happening all over the state even if this particular official wasn’t aware of it, perhaps even in this locality – and here the support KOR has already been providing/ will provide.
* Holiday time off:
	+ Everyone has submitted their PTO requests for the two weeks around Christmas and New Year’s via Paycor.
	+ We will have Leadership Team coverage every day – Ellen and Nick will be working the two days after Christmas, Lisa will be here on the 27th. Plenty of people will be here the following week.
* Communications:
	+ Sarah Kelley will be moving on and we will be hiring a Communications person in the New Year. He/ she will be responsible for interagency communication in addition to social media, etc.
	+ For the remainder of the calendar year. The Employee website pieces we’ve talked about will be building up.
* Shadowing by Leadership Team:
	+ What are we going to shadow? Can the program directors sit down with staff and list out some things that they do that would be interesting for someone to follow along for?
		- Ask for 6-8 events that are scheduled or regularly conducted activities that would be good for participation. What’s appropriate?
		- We may not all be properly suited for the same activities. Are there opportunities to be of help while we listen in? For instance – come wash dishes during a Common Table class. – Hand out food as a Sister Visitor Center volunteer.
	+ Should each of the Leadership Team shadow through every department? How often will we be doing this?
		- Let’s see what we get back from the program directors first and then see how much and how often.
		- We don’t want to overwhelm staff. People should feel like they are getting their work done, not acting for our benefit.
	+ Also, the Mission, Finance, and Development teams will be part of who gets shadowed – not just the programmatic staff.
	+ Note – Lisa is still having coffee with assorted staff members, twice a month. If any staff member is interested in being on the list, call Pam. Otherwise, please assure any staffer who gets called that this is just an opportunity to get to know our team! Not scary.

DARKO

**Bakhita**

* Bakhita received $150,000 VOCA award.
* Bakhita will give out 2019 Liberation Awards on December 6 at 9:00 am in Lexington at the Ending Sexual Assault and Domestic Violence Conference.

**ILS**

* ILS is so thankful for BEI! They really went above and beyond last week, showing us love and support and bringing gifts and treats each and every day to make us feel understood and appreciated.
* They helped us immensely with translations and making progress toward clearing the remainder of our archived files out of the basement.
* The act of them adopting us this week even allowed us all to actually take the time to stop, take lunch (which is something we rarely do!), and sit together to catch up and enjoy one another!

**MRS**

* We submitted the FY2020 RSS and ESS budgets and service plans to KOR last week
* In the absence of a finalized Presidential Determination (PD) on refugee admissions for FY 2020, PRM is extending the travel moratorium on arrivals up to, and including, **October 30, 2019.** PRM will decide today whether arrivals will resume on Thursday, October 31 or Tuesday, November 5.
* We have 10 refugees scheduled to arrive on October 31.

**SVC**

* The Center's Food Pantry and Clothes Closet received a fresh coat of paint this past weekend by The St. Margaret Mary’s Parish Council.

**CEG**

* Currently conducting post-season assessments with gardeners.
* Will be submitting Walmart grant application this week.

**Common Table**

* The assistant chef, Will Woods, started on 10/21/2019.
* Table of Plenty is Wednesday 10/30 from noon to 5:00 pm.
* We have catering for nearly 300 on 11/2. Makeda and Will likely will not be at the Staff Care day. They will try and come for a bit if possible.

BECKY

* KOR is working on reviewing service plans and budgets of our partner agencies for FY20.

LUCIO

* Final details and preparations for Staff Care day underway...
* Bringing back Program Saints on the Employee Web page to recognize and communicate a little about the program. Also will work with Staff Care Committee to consider doing something special for that program on their Feast Day.
* Opportunity for Life grants. Five organizations and program initiatives have submitted an application thus far.

NICK No report at this time

ELLEN

* “Presents with a Purpose” We are working with MRS, Bahkita, SVC and FSS around the Christmas giving and hope to have an update next week. Sr. Shellie will take all the family requests and Darian will speak with parishes/corporations/individuals regarding single items (onesies, blankets, shampoo, toys, etc.) MRS will sort through the gifts and prepare family packages. Items will be to the Development office Dec 3-11 and then we will have volunteers sort through the items and deliver to the programs
* Board Meeting – This week updates focus is Development.
* Mark your calendars:

Thanksgiving – Wednesday November 27 11:00-1:00 – Darian, Katie and Colin are working on the details

* Rice Bowl - Wed February 12 at St. X 10:30-1:00 – Ellen will go to meetings for now. Mark stepping away from this project to allow Development to work with this.
* Events/In-kind Coordinator – We have 2 potential candidates we had phone interviews with and will bring in for 2nd interviews soon.
* Department Volunteered at Churchill Downs Trick or Treating on Sunday.

BART

* Windows 10 upgrades for selected machines will begin soon.  There are about 12-15 machines that are eligible for this upgrade throughout the agency.  If you are a staff member with one of these machines, Network Advocates will be in contact with you in the next week or two to schedule the upgrade.
* Grant hub is currently being scrubbed and updated to service as ‘hub’ for monitoring grant activity.  Program directors that do not have access should let Bart know for access to the portal and to be able to receive notifications.  This work will be going on through the month of November.
* As the weather is starting to turn cold, remember that everyone has their individual sense of warm and cold and we do our best to keep the buildings at what is considered a comfortable temperature.  Many of our thermostats are programmable and manual adjustment disrupts the cycles.  Also, although it may be a little cool in your office, it can be extremely warm in another. Space heathers should not be used in offices.  If your workspace is uncomfortable, please let facilities know.

LISA

* Attended LBA CLE on evictions; discussions with Alltrade, Marian Group, New Directions around continuing to figure out agency role in housing assistance around our community.
* Resolution to review land marking came before Metro Council and was referred to Planning & Zoning Committee; (I hope) the committee will make a recommendation to review that gets approved at the next meeting of Metro Council. Signs indicate good support at the Council to overturn the land marking and allow our project to proceed.