

GRANT REVIEW COMMITTEE MEETING
Hospice Maui
400 Mahalani Street, Wailuku, Hawaii
July 11, 2006
8:30 a.m.-10:30 a.m.

MINUTES

PRESENT: Stephen Kealoha, Lee Stein, D. Kent Stewart, Kenneth Rothman
Christina Paleka, Carl Shelton, Susan Bendon, Albert Nyberg,
Cynthia Arruiza

STAFF: Edward Kushi, Jr., Deputy Corporation Counsel
Wendy Stebbins, Acting Grants Management Administrator
Sue Fukushima, Grants Management Operations Assistant
NaniLei Busby, Grants Management Clerk Typist

I. CALL TO ORDER – 8:32 am

II. PUBLIC TESTIMONY – None

III. APPROVAL OF MINUTES – None available

IV. OLD BUSINESS

A. Audit Update – Wendy stated that three agencies were still pending audits. Giving Back should be sending theirs in within the week. Hana Arts should have theirs completed by August 15 or earlier. Kihei Youth Center, because they had to wait till June 30, is currently in an engagement with a CPA.

Stephen suggested a letter stipulating a compliance date of August 15 and to indicate that the GRC is aware and concerned about their noncompliance. The GRC members concurred and Wendy will follow up.

B. Site Visit Report

Hana Youth Center – On May 10, Kent visited Hana Youth Center and met with Keoki Kalani, its executive director. He gave the following verbal report and will follow up with a written report.

- Keoki has a small dedicated staff that are there for the kids. They have between 28 and 35 kids' ages 9 through 17 on a regular basis.
- They're currently in intersession operating from 9:00 am to 6:00 pm until the end of July at which point they'll start back as an afterschool/evening program.
- They're doing a comprehensive job of involving their kids in programs that are basic and simple but very involving. Before starting any program that's offered they do a six minute talk story session *values clarification* around an article, or headline issue that comes from the newspaper, or talk around the community. They talk about the issues and discuss decision making—letting the issue bring up the way the kids would respond, and discuss how they would deal with it in their lives.
- Asked whether there were outcomes that they're beginning to see as a result of their work, Keoki said he thought the results they would see would show up much later in the kids' lives. However, they are already seeing a lot of children who have been relatively shy become much more confident in public speaking, or speaking in front of adults.
- They have three vehicles that are used for transporting. They do at least one transported event weekly and have gone to a variety of different areas near and far. They hiked up to Fagan Cross and they've come to Kahului on occasion.
- They collaborate with other agencies where the kids either provide support or are its recipients. They scrubbed and cleaned the exterior of the Senior Center next door and the seniors had been involved in helping provide programs.
- Every fourth Friday of the month there's a *Movie in the Park* that the kids are involved in. One of their graduates who had gone to culinary academy is now working on their staff and they produce all the food on a rotating basis with three other agencies which serves and feeds between 200 and 300 people that show up for the event.
- They are aware of other agencies in town and other agencies are aware of them, and they do a lot of cross referencing. They maintain good relations with the Hotel Hana Maui and with other institutions in town. They're doing work with Hana Health Center—Health Screening. There's organization called *online shoes* that provides a new pair of shoes to every member of the Hana Youth Center at the start of each year.
- They had a volunteer from the community come in and they all made *Hawaiian nose flutes*. They learned about its history and breath control which was also used to improve diving skills.

- They did a *lei making* demonstration that involved the intricacies of braiding lei and making higher level kinds of leis with all of it leading to Aloha Week.
 - Another program they had was on teaching the use of the *throw net*. In coordination with *that* they did program on the *Hawaiian moon calendar*— understanding and reading tides, and what sorts of fish come with different tides and at different times of the month.
- Susan stated that she was on the grant review committee for Maui United Way on May 24 and 25. With the committee, she was able to view the agencies budgets, speak with their staff, and spend time going through each agency's facility with its director leading the way and explaining the programs. Susan gave a verbal report and will follow up with a written report on the following agencies.

Women Helping Women – Susan stated that they are dealing with a tremendous amount with substance abuse. Either the husband's a substance abuser and therefore a batterer or it's the women themselves.

- They received money from another agency and are going to hire their own substance abuse counselor.
- Overtime people have learned where the women's shelter is and for the first time they were having men come to get their women back. There was some violence so security guards needed to be hired. Money is taken away from programs to provide for safety issues.
- They received funding to build a new wing where they will be able to give longer term care for substance abuse problems.

Aloha House – Susan stated that they have a long waiting list that pressures them into running people through their program too quickly. They are aware of this problem and all the studies show that it takes several months to go through the program. There is no detoxifying facility on Maui and some people need to have hospital care or medical attention to detoxify before they can even go into a substance abuse program and make any headway.

- They have a fabulous director and incredibly dedicated staff, but there is a huge amount of pressure on the staff to be recruited by someone who can pay them more. The few substance abuse counselors they have at are good, so when they're asking for small raise we need to pay attention to that.

Malama Na Makua A Keiki – They share the same Board of Directors as Aloha House and resides in a residential neighborhood in Kahului. It is a women and children's facility.

- Their facility is severely worn. They received federal grant money to remodel and rebuild but whenever they get around to getting plans done prices go up so high that they can't afford it. They tried to buy couple of neighboring properties for sale on either side but during real estate crisis the prices rose so much they couldn't afford to buy.
- The programs are really good and some of the women that have gone through substance abuse programs have returned, as volunteers or staff, wanting to give back to the community.
- The neighbors like them and they keep the streets clean. When the garbage cans go blowing in the wind they go and pick them up. They make pies and cookies and such and share them with the neighbors.
- Kent asked if they have been able, when they were unsuccessful in either having enough money to rebuild or for acquisition of neighboring properties, been able to hang on to the money/resources that they have.
- Susan stated that they had to let some grants go because they couldn't start. Some of the grants are still there but they haven't been able to use it because they haven't been able to find matching funds.

Maui Youth and Family Services - Susan stated that it is an enormous agency and gets over a million sum dollars a year to run its programs in addition to what the GRC allocates.

- They run shelters for children in Paia, on Baldwin Avenue. These are mostly for abused children (family violence). Although not for children with substance abuse problems they have on occasion been taken in because there's no where else for them to go. Both of the shelters are full and there is a waiting list. They do a good job with the group homes trying to keep these kids on the right path by providing a home and shelter for them as they go through what ever crisis that they go through.
- Both Aloha House and Maui Youth and Family Services have applied for grants for the same program. They both provide their own counselors that work in substance abuse with children and at the same school. Neither one of them talks to the other nor coordinate the programs.

Community Clinic of Maui – Susan stated that they're preparing to move from the facility they currently use to where Ooka's used to be. They currently operate in a very small facility and once they move they will be operating as a full service clinic.

- Ken asked if the agencies would get or if they would be interested in getting a copy of their individual site reports. After some discussion Stephen suggested, if there where

no serious objections, making it their policy that after they hand in their site visit reports, the GMD would then forward it to the individual agencies. There were no objections.

- Kent asked if it would be okay to bring back descriptive material when doing a site visit. It wasn't allowed during the hearings but for site visits it would be okay.
- Al asked how involved he should be in regards to the agency. He's scheduled for a site visit with Ka Lima O Maui and being impressed with their presentation during the hearings—the people they serve and jobs they create—he asked whether they contacted a Company such as John Deere to get a tractor to replace their old one and they replied that it was too much of a hassle. Al is convinced that he can help them get a tractor.

Stephen stated that it was okay as long as he was not acting as a GRC member and that he had the right to help anybody out but warned not to create any conflict of interest.

V. NEW BUSINESS

- A. Three Year Funding Cycle** – Wendy stated that the DHHC strongly encourages the three years funding cycle to go into effect. Some of the reasons being stability of the agencies—they have more time to fund raise, do staff development, and community networking. The County would have more time to do hands on monitoring and site visits and it gives the DHHC more time to look for other sources of funding.

The State has already gone anywhere from three to six years funding cycles. The Office of Youth Services has just completed a four years funding cycle. Paia Youth Center gets state money and said that the process went smoothly for them. The next application would go out as a three year grant pending the availability of funds for the second and third year.

Stephen asked if there was any discussion on what means the GRC would have to better monitor and review how they should recommend funding should the agencies not do well.

Wendy stated that it's part of their contract to do what was proposed to the GRC and if their not conforming the county can stop payments. The agencies are required to submit quarterly reports and the GMD then does a desktop analysis of their reports.

Stephen reminded everybody that one of the subcommittees was tasked to look into how they can have some kind of input into each year's budget recommendation to the mayor. He stated that if they felt a 5% increase a year should be given across the board for all the agencies, they could make that recommendation.

Susan stated that if the three years funding cycle goes into effect her committee will need to discuss the composition of this committee and the need to keep members on through a funding cycle.

Stephen stated that Christina's subcommittee would meet right after this meeting and one of the items for discussion will be the three year funding cycle. He stated that even if Alice is recommending it, the committee should at least give input on whether they agree or not, and that they may be able to bring up something that may have not been thought of. This subcommittee will also be looking at overall timing issues that have become a problem.

Kent stated that there's no guarantee that their going to have a substantial portion of this committee when the next grant cycle comes around. Therefore, preserving institutional knowledge needs to be considered so that as the GRC loses members its knowledge can be retained.

VI. COMMUNICATIONS

- A. Stephen stated that while there was no official communications that needed to be reported he did talk to an executive director (ED) of an agency. This particular ED mentioned that when they looked at the scoring sheet the GRC filled out there was an error of 10 points less than what it should have been. It did not make any difference in terms of where they stood in relation to the other agencies in their category. However, the point being that it's important that our work be accurate and credible. The subcommittee dealing with the scoring and the evaluation sheet might want to look at that issue.

VII. NEXT MEETING

- A. September 12, 2006 , 8:30 am – 10:30 am @ Hospice Maui

VIII. ADJOURNMENT – 10:30 am

Submitted by: _____
NaniLei Busby, Grants Management Clerk Typist
DHHC, GMD