



**Director's Report
Board of Director's Meeting
Wednesday, May 24, 2017**

Announcements

- I've recently returned from a fantastic vacation. A big 'Thank You' to the board for your support.
- SAIL hiring committee is continuing to recruit and vet possible Sitka Program Directors.
- For budgetary reasons, holding off hiring the Ketchikan ORCA staff until July 1. Big kudos to Doug Gregg (Mary's husband) for his volunteer efforts in the interim.
- The RFP to secure a vendor for our Ketchikan accessible taxi program resulted in one response, Sourdough-Ingersoll, Inc. A new lease agreement is being finalized. The 2 accessible vehicles will arrive by mid-June.
- It's been a decade since we've conducted a thorough risk assessment on the ORCA program and is a high priority. Megan Ahleman, ORCA Program Director, interviewed and received quotes from two entities. Looks like it will cost approx. \$15K. We will be applying for funding support from the Trust and the Alaska Community Foundation.
- Per Finance Committee and full board recommendation, Max Mertz will be our lead auditor for the FY17 audit scheduled for August 22-25. Official engagement letter anticipated the first week of June.

Mark Your Calendars/Upcoming Events

- ❖ Community Picnics
 - Juneau: Friday, June 2nd 4-7pm @ Savikko Park
 - Sitka: Saturday, June 3rd from 10-2 @ the Rec.
 - Haines: Saturday, June 10th
 - Ketchikan: TBA
- ❖ Donor Appreciation event in Juneau: Saturday, August 12, 2017.

Grants & Contracts

- All State continuation grant applications have been submitted (IL, STAR, ADRC, Community Initiative Matching Grant). For STAR, IL, and ADRC, the State is moving to a new system of smaller grants coupled with separate agreements for the balance of funds from Medicaid Admin. Claiming.

- Received notice of a funding recommendation of \$4,579 from the Sitka Permanent Charitable Trust to provide integrated art and ceramics classes on the Sitka Fine Arts Campus (SAIL helped make this space accessible and arranged for a donation from Patty Baumgartner of kilns and supplies).
- SAIL was recommended for full funding from the Alaska Dept. of Transportation and Public Facilities for each of our three FY18 asks:
 - Juneau Voucher Program (\$86,977)
 - Replacement Taxi for Juneau (\$41,600)
 - Voucher program for Ketchikan (\$52,453). We will begin working, in partnership with the new vendor and the Ketchikan Borough Transit, on what the voucher program will look like after July 1. Anticipate unveiling the project sometime in the fall.

Donations and Fees for Service

HomeMAP

- We are finalizing contracts with the three state home modification grantees to oversee HomeMAP assessments statewide.
- Finalized Home MAP license agreements with the Independent Living Center (ILC) and Access Alaska. One left to finalize: Arctic Access.

Employment

- ❖ Ketchikan wrapping up their first Pre-Employment Transition Services (PETS) cohort of 4 students at the alternative High School. We hired Grace Flint to run the class along with our VISTA, Brittany (aka Arizona) Jacobs.
- ❖ The Haines office is overseeing a PETS project of three youth in Klukwan.
- ❖ The Juneau PETS project in partnership with the Zach Gordon Youth Center has ten youth enrolled.
- ❖ Significant DVR vendor services are underway in Haines, Sitka, and Ketchikan.

Development

A donor appreciation event is being planned for Saturday, August 12 at Eaglecrest. The zipline company is offering steeply reduced tickets and we are lining up live music.

Our spring appeal letters are slated to go out this month. Two times each year we send out an appeal for donations and enclose a remittance envelope.

United Human Services

First National Bank of Alaska has responded to the Juneau Community Foundation request to donate the Bill Ray Center in Juneau for use as a nonprofit center and said they cannot donate the whole building however would entertain an offer that meets the needs of all parties.

The United Human Services (UHS) board now is comprised of six members, three of whom are former SAIL board members (Paul Douglas, Beth Chapman, and Gale Vandor).

UHS has contracted with the Non Profit Center Network to research and provide advice on how/if to move forward. Work is fast-tracked to be completed by June 30, 2017.

Sitka Community Playground

Last meeting the board asked that I investigate the possibility of the Sitka Community Foundation (SCF) taking over as the fiduciary for the project and if not viable, move forward with setting up a separate checking account at First Bank for the project. The SCF in their relative infancy and just recently hired their first staff at 10-hours per week. Unfortunately they do not have the capacity to take this project on at this time. Consequently, I am moving forward with setting up a new checking account at First Bank for this project.

June Annual Board Meeting

As the board has discussed, our Bylaws dictate an annual meeting each fiscal year. As we were unable to find a retreat date that worked for everyone this fiscal year, June will be our official annual meeting. SAIL staff are arranging for one to two consumers from each office speak to the board about their experience working with SAIL.

Recommendation: in communities where we have offices, board members attend the annual meeting at the SAIL office so they can meet the consumers in person. We will have the meeting set up by Skype.

Miscellaneous

- ❖ Our policy manual specifies that employees who are in temporary status do not accrue leave. Tiffany Justice has been filling in as interim program director in Sitka since late February. We did not anticipate filling the permanent position to take nearly this long.

Recommendation: Board approval to give Tiffany two weeks paid vacation time as a token of our appreciation.

Financial

This is to certify that SAIL has paid all payroll taxes, employee pensions & health insurance premiums due as of today's date. Additionally, this certifies that the Ex. Director reviewed all accounting adjustments w/ the bookkeeper.

