



MINUTES OF THE DVIS BOARD MEETING

May 22, 2018 @ 11:30 A.M.

DVIS Administration Building 3124 E. Apache St., 74110, Tulsa, Oklahoma

After determining that a quorum was established, Chief Executive Officer, Tracey Lyall, called the Board meeting to order at 11:35 A.M.

The agenda of the Board meeting was posted on the front door 24 hours in advance of today's meeting.

BOARD MEMBERS PRESENT:

Kendall Carpenter (2)	Drone Aviation Holding, Corp.	Ann Lowry (2)	Accounting Principals
Joel Harper (2)	University of Tulsa	Adam Paluka (1)	EMSA
Don Henderson (2)	Community Advocate	Jeff Snodgrass (0)	BOK Financial
Jill Jones (2)	Tallgrass Technology Svc.	Jim Stephens (1)	JPS Real Estate
Barbara Knowlton (1)	Cherokee Nation Bus.		

BOARD MEMBERS NOT PRESENT:

Erica Dorwart (3)	Frederick Dorwart, Lawyers	Stacey Schmidt (3)	D&L Oil Tools, Inc.
Shiela Haynes (2)	Community Advocate	Kari Taylor (1)	Community Advocate
Darcey Moran (3)	Community Advocate	Susan Thomas (3)	Community Advocate
Mari Ramsey (1)	Williams Companies	Stacy Tiger (2)	BOK Financial

EMERITUS BOARD MEMBERS PRESENT:

Sharon Bertram	Compass Consulting		
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ALSO IN ATTENDANCE:

Donna Miller	Purse Power	Donna Mathews	Chief Operations Officer
Tracey Lyall	Chief Executive Officer	Debby Raskin	Chief Human Resources Officer
Joan Anderson	Chief Development Officer	Lindy Whorton	Chief Financial Officer
Carissa Bratschun	Chief Commun. Officer	Samantha Dunkin	Executive Assistant

WELCOME & INTRODUCTIONS:

Chief Executive Officer, Tracey Lyall, welcomed all to the Board meeting. Tracey announced that due to the absence of Board President Shiela Haynes and President-Elect, Mari Ramsey, a vote was required for delegation of the President's duty to preside over the Board Meeting for May 22, 2018.

MOTION:

[A motion to Delegate Authority to Barbara Knowlton, Board Secretary, to Preside over the May 22, 2018 Board Meeting](#) was made by Don Henderson. The motion was seconded by Jill Jones. The motion carried unanimously.

CANDIDATES FOR TULSA COUNTY DISTRICT ATTORNEY:

Tracey introduced speaker Steve Kunzweiler, candidate for Tulsa County District Attorney. Mr. Kunzweiler expressed his appreciation to DVIS for giving him time to speak. Mr. Kunzweiler shared his personal family demographics, noted he previously worked in the DA's Washington County office and used a Vertical Model of prosecution in both DA offices where he has worked.

Tracey introduced speaker Jenny Day, candidate for Tulsa County District Attorney. Ms. Day expressed her appreciation to DVIS for giving her time to speak. Ms. Day noted she has been in private practice for three years, after being in the Tulsa DA's office prior to that. She referenced a personal connection to DV through a family member. She also noted her strong working relationship with the Tulsa Police Department and Family Safety Center.

Tracey noted that Tulsa County District Attorney candidate Tammy Wescott was invited, but had an unexpected schedule change and was unable to attend the meeting.

MISSION MOMENT:

Jill Jones introduced Donna Miller representing Purse Power by noting that she had attended the launch of the program in Tulsa and thought it was relevant information for DVIS and similar women's organizations. Ms. Miller presented a video highlighting her organization, Purse Power, which is exclusive to companies with women in leadership in order to support women-owned businesses. She noted that any business that qualifies can have a free listing in their database. Ms. Miller requested suggestions for getting 20% of Purse Power profits donated to Domestic Violence organizations in their respective areas.
[BK1]

CONSENT AGENDA:

MINUTES

- April 24, 2018 Board Meeting Minutes

MOTION:

A motion was made to Approve the Consent Agenda Items by Adam Paluka. The motion was seconded by Jim Stephens. The motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey reminded the board of the Inclusivity Training with Lynne Sprague; Monday, June 4th from 11:30 A.M. – 1:30 P.M., a reserved time for Board members. Adam Paluka requested the session be recorded if possible so that it could be viewed by those unable to attend.

Tracey Lyall noted the June Board meeting and employee picnic, and referred to the invitation included with the Board packet.

Tracey reported that four years ago, DVIS began implementing Netsmart software for client data management and billing. Currently, implementation at DVIS is 90% complete, but has stalled with the remaining 10%. DVIS is asserting that Netsmart assist with completion so that final payment, without any further charges, can be made.

Tracey reviewed Service Statistics, noting the numbers are up in almost all areas. She highlighted that new shelter demand has filled capacity in only three years' time. Crisis calls and EPO's are also up. Kendall Carpenter asked if this is an increase in cases or more awareness of our services. Tracey pointed out that DVIS does offer many community education opportunities which may be increasing awareness and the need for service provision. Donna Mathews noted a DVIS study over a three-year period which showed offender recidivism was 17% for offenders who complete our program, compared to 34% for those who started, but did not complete the program.

GOVERNANCE COMMITTEE

Tracey referred to the DRAFT Slate of Officers, with their respective bios, to be nominated for the 2018-2019 Board term. She noted the DVIS By-Laws require that candidates be presented for review by the board no later than ten days before the June election. Any outstanding bios not included in the packet will be emailed to the Board within that timeframe. Tracey announced that Laura Nelson has resigned from the Board due to extreme family health caregiver demands. Tracey recommended moving Ms. Nelson back to the Emeritus Board for the 2018-2019 Board year.

COMMITTEE REPORTS:

FUNDRAISING COMMITTEE/DEVELOPMENT REPORT:

Joan Anderson gave highlights of recent events at DVIS: yoga classes for clients and staff, Spring Fling at Safe Housing, and the ongoing Knock Out Violence campaign. She noted the theme of Monarch Ball has been established as, "Hope, Trust and Pixie Dust." The Monarch committee is acquiring quotes from graphic design companies for the event promotion.

Joan reported that once all the individuals complete training, there will be 49 volunteers. She shared additional volunteer statistics, along with projects and photos of recent volunteers in action. Joan reminded everyone of the DVIS wish list that is also listed on the website.

Joan announced that DVIS will have a Tulsa Run team. Members so far include, Neile Jones with KTUL TV Channel 8, Tracey Lyall and Joan. Jeff Snodgrass requested DVIS sweat bands and Donna Miller recommended a snooze-through campaign to support our team without running the race.

COMMUNICATIONS & MARKETING REPORT:

Carissa Bratschun gave a synopsis of media reports throughout the last month and also provided marketing highlights. Ms. Bratschun thanked Jeff Snodgrass for assisting with the Annual Report and the spring mail appeal. Shiela Haynes contributed the majority of photographs for the Annual Report. Tracey noted that limited copies of the Annual Report were printed in an effort to "go green." However copies are available on request.

Carissa reported the transition to the United Way as host for our website is completed and phase one updates to the website are nearly complete. DVIS is beginning phase two which will include the creation of an employee intranet and some navigation changes for ease of use. Carissa requested that she be notified if anyone notices any glitches in the working of our webpage, so she can adjust or refer the problem for repair. Carissa announced the DVIS community engagement video will be posted on social media outlets on Wednesday, May 23, 2018.

Skylar Southall has been hired as the new Education Coordinator, she will work primarily at Rogers High School. Shawn Jackson will implement Coaching Boys Into Men with four Tulsa competitive football leagues and with the Central High School football team.

FINANCE COMMITTEE REPORT:

Joel Harper reported on the Operating Income and Expenses through April 30, 2018. He advised that the cash position at the end of the period increased to \$414,515. This increase was due to approximately \$93,000 in net working capital from primarily accounts receivable, accounts payable and change in net assets for the month of April.

Mr. Harper noted that DVIS paid-off the line of credit in April, the new fiscal year budget will be prepared and ready for vote at the June Board meeting and that DVIS is doing very well financially.

--- JOEL HARPER LEFT ---

PROGRAM COMMITTEE REPORT:

Chief Operating Officer, Donna Mathews, was present for further discussion of the 2017 Annual Program Reports that were emailed to the Board prior to the meeting for their review. Tracey encouraged reading Program Reports as a great way to connect and understand each programs successes and difficulties. No further program report was made.

OTHER BUSINESS:

There was no other business discussed.

NEW BUSINESS:

There was no new business discussed.

ADJOURNMENT:

MOTION:

[A motion to Adjourn the Meeting](#) was made by Kendall Carpenter. Jim Stephens seconded the motion. The motion carried unanimously.

The board meeting was adjourned at approximately 12:40 P.M.

Minutes submitted by Samantha Dunkin, Executive Assistant.

Barbara Knowlton, Board Secretary