



MINUTES OF THE DVIS BOARD MEETING

September 25, 2018 @ 11:30 A.M.

Moran Family Counseling Center – 3124 E. Apache Street - Tulsa, Oklahoma

After determining that a quorum was established, Board President, Mari Ramsey, called the Board meeting to order at 11:33 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.	Darcey Moran (2)	Community Advocate
Ann-Marie Constable (2)	The Holmes Organisation	Adam Paluka (2)	EMSA
Don Henderson (1)	Community Advocate	Mari Ramsey (2)	Williams Companies
Jill Jones (2)	Compass Consulting	Jeff Snodgrass (1)	BOK Financial
Barbara Knowlton (2)	Cherokee Nation Businesses	Jim Stephens (1)	JPS Real Estate
Ann Lowry (2)	Accounting Principals	Kari Taylor (1)	Community Advocate

BOARD MEMBERS NOT PRESENT:

Sharon Bertram	Compass Consulting	Roni Rierson (1)	Blue Cross & Blue Shield
Katie Mabrey	Mabrey Bank	Damon Roberts (1)	Spectrum Pharmaceuticals
Stacey Schmidt	D&L Oil Tools	Susan Thomas	Community Advocate

EMERITUS BOARD MEMBERS PRESENT:

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ALSO IN ATTENDANCE:

Tracey Lyall	Chief Executive Officer	Donna Mathews	Chief Operations Officer
Joan Anderson	Chief Development Officer	Taryn Norman	Manager of Strategic Initiatives
Carissa Hon	Chief Communications Officer	Lindy Whorton	Chief Financial Officer
Elaina Osteen	Junior League Intern	Samantha Dunkin	Executive Assistant
Claire Rogers	Leadership Tulsa Intern		

WELCOME & INTRODUCTIONS:

Board President, Mari Ramsey, welcomed all to the Board meeting. Tracey Lyall introduced Claire Rogers who has chosen DVIS for her Leadership Tulsa Internship. Claire is family defense supervising attorney with Still She Rises, which serves women with legal issues, residing within any North Tulsa zip code.

CONSENT AGENDA:

MINUTES

- August 28, 2018 Board Meeting Minutes
- Succession Plan, revised (Human Resources)
- Form 5500 (Human Resources)
- Financial Policies (Finance)

MOTION:

[A motion was made to Approve the Consent Agenda Items](#) by Adam Paluka. The motion was seconded by Ann Lowry. The motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey discussed DVIS' choice to participate in the national walkout supporting the #MeToo movement at Noon, Monday, September 24, 2018; she noted that she has heard from some Board Directors and Advisory Members who expressed concern and she will respond to all those who directly contacted her. During the walk-out, DVIS continued to serve clients and all DVIS facilities were open. Only employees who did not have client appointments, and chose to participate, were involved in the walk-out. Tracey noted that DVIS is monitoring online news comments and reviewing the responses. She then gave an opportunity for all present to offer their comments. Board members agreed that the DVIS mission is to believe survivors of sexual assault and to engage in opportunities that further community education of this issue.

Tracey reported DVIS is accepting applications for the position of Vice President of Clinical Programs and Counseling. Missy Iski has continued to work part-time for DVIS since her retirement from that position. Joan Anderson resigned from the position of Chief Development Officer and will leave at the end of September. However, Joan will continue supporting DVIS as a member of the Fundraising Committee and the Associate Board. Applications and interviews for that position are being accepted and some Board members offered to assist with the interviews.

DVIS received a Disability Grant from the Office on Violence Against Women, which is a highly sought-after funding source to assist with helping some of the most impacted survivors that DVIS serves. For this grant, DVIS partnered with Total Source for Hearing Assistance. DVIS was awarded a Legal Assistance to Victims Grant from the Office on Violence Against Women for a period of three years, after having lost this funding for one year. The LAV grant provides an immigration attorney that DVIS can connect clients with directly, instead of making referrals to programs that may be unable to immediately provide help. The United Way grant was approved for the same amount as was requested for 2018 as long as the Tulsa campaign reaches its goal. DVIS has applied for, and feels positive about, receiving a Rapid Re-Housing grant through HUD

that will offer funds for direct client assistance to provide immediate re-housing when a DV survivor becomes homeless. Tracey announced the Tulsa Police Department has been awarded federal funds to complete the back-log of rape test kits that have accumulated.

Service Statistics are being reviewed and comparisons are being made to determine reliable ways to extract data from Netsmart in order to streamline the client service data collection process.

-- 12:12 P.M. Ann Marie-Constable left --

COMMITTEE REPORTS:

FUNDRAISING COMMITTEE/DEVELOPMENT REPORT:

Joan Anderson reported that the DVIS Volunteer Coordinator is working with federal court Judge Frizzell and our legal department to develop a Pro Bono program. Congress recently passed legislation requiring federal judges to work with DV/SA agencies in their districts to develop pro-bono work for low-income women who need court representation.

Joan confirmed the date of the DVIS Open House to be Thursday, October 25th from 5:30 to 7:30 P.M. She requested that Board members submit additions to the guest list and bring their friends and family. The Monarch Ball has reached 46% of the goal and 100 seats have been confirmed. American Airlines confirmed that they will be the presenting sponsor of DVIS Dream Houses. There were nine DVIS projects completed during this year's United Way Day of Caring.

COMMUNICATIONS & MARKETING REPORT:

Carissa Hon reported the DVIS welcome video is near completion and will have both an English and a Spanish version. The video will be used in the lobbies at DVIS locations and on social media.

Mutt Strut is 10:00-11:30 A.M., October 20, 2018 at Centennial Park in Tulsa. The planning has started and a designated Grand Marshall, entertainment, food, judges and prizes are needed.

DVIS' Education and Outreach Coordinator implemented curriculum with freshmen at Rogers High School. The Coordinator will be working at Phoenix Rising, Street School, Jenks Alternative, Youth Services of Tulsa Street Outreach, Cooper Elementary and the Juvenile Bureau Detention Center.

The Coaching Boys Into Men Coordinator has worked with over 260 athletes since the last Board meeting.

The education department worked on plans for Teen Dating Violence Awareness (TDVA) Month, held during February, and participation at Central, McLain and Rogers High Schools has been confirmed. As a precursor to TDVA month, the department has planned to attend a football game or pep rally at each of the schools noted.

HUMAN RESOURCES COMMITTEE REPORT:

Don Henderson discussed a Deferred Compensation Plan 457(b) that the Board Officers recommend implementing for DVIS Officers, where they can voluntarily defer a percentage of their annual income to supplement their 401(k) Plan contributions. Don stated that the Human Resources Committee recommends that the Board adopt the Deferred Compensation Plan 457(b).

Motion:

Don Henderson made the motion to Approve and have all DVIS Board Officers Sign the Deferred Compensation Plan 457(b), and Kendall Carpenter seconded the motion. All Board members present voted in favor of the Motion. No board members opposed or abstained from voting on the Motion.

PROGRAM COMMITTEE:

Ann Lowry has agreed to be Chair of the Program committee. Ann stated the committee had no report from their meeting this month.

FINANCE COMMITTEE REPORT:

Lindy Whorton noted the Finance Committee did not meet during September, but complete monthly financial packets were sent to the committee prior to the Board meeting.

For the two months ending August 31, 2018 DVIS had earnings of \$34,694 for the month of August, there was a loss of (\$22,717). The budget for the two months ending anticipated earnings of \$14,580, resulting in a positive variance of \$20,114. The positive variance for the fiscal year is primarily due to receiving grants from foundations and savings in specific assistance for clients. Cash at the end of the period decreased by approximately \$171,100 for an ending balance of \$218,171. Cash decreased due to transferring \$80,000 received from Tandy Foundation for Capital Campaign and a \$60,000 transfer to collateral for payment to Hardesty for the PRI note.

Pledge receivables from the Capital Campaign total \$497,065 at August 31, 2018. Cash in the bank totaled \$1,001,714. Construction in progress total is \$3,600. As of August 31, 2018, DVIS maintains a balance of \$188,501 on the Hardesty PRI note for the Moran Family Counseling Center.

Projections showed that DVIS may have to borrow from the Line of Credit due to fundraising limitations during the United Way blackout period.

OTHER BUSINESS:

No other business was discussed.

NEW BUSINESS:

No new business was discussed.

ADJOURNMENT:

MOTION:

A motion to Adjourn the Meeting was made by Adam Paluka. Jeff Snodgrass seconded the motion. The motion carried unanimously.

The board meeting was adjourned at approximately 12:31 P.M.

Minutes submitted by Samantha Dunkin, Executive Assistant.

Barbara Knowlton, Board Secretary