INDIANA HOMELAND SECURITY FOUNDATION MEETING

December 10, 2019, 1:30 p.m.
Howard County Emergency Management Agency
120 East Mulberry Street, Kokomo, IN 46901

Voting Members Present
Cain, Steven
Hanify, Tom
Kittle, Rob (call-in)
Johnson, Phillip
Noel, Jamey (call-in)

Voting Members Absent
No voting members were absent.

Vacant Voting Member Seats
Congressional District 1
Congressional District 3
Congressional District 5
Congressional District 8

Also in Attendance
Burks, Devon
Groh, Jeff
Guedel, Justin
Resler, Tonya
Snyder, Kim

Welcome and Roll Call:
Chairman Cain opened the meeting by welcoming and thanking everyone for attending. The IDHS Foundation Grant Manager, Tonya Resler, performed a roll call and it was determined there was a quorum.

Note:
This meeting was originally to be held at 627 South Berkley Road, Kokomo, IN 46901 but due an unforeseen scheduling conflict the meeting was required to be moved to 120 East Mulberry Street, Kokomo, IN 46901. Mr. Guedel, Foundation legal counsel, advised the Foundation that he had concerns regarding the change of location and whether this meeting would be in compliance with Open Door Law. Mr. Guedel also informed the Foundation that any actions taken during this meeting may be nullified and sanctions may be imposed. After considering these consequences, the Foundation decided to continue with the meeting. At the conclusion of the meeting, the Foundation was informed that Jeff Groh was present at the original location until 2:05 PM, in order to notify any individual of the change of location of the meeting. Additionally, three other individuals were stationed at the original location of the meeting, until the Foundation meeting had concluded, to notify any individual who arrived at this location to witness the meeting, that the location had changed to the Mulberry Street location. No members of the public were found to have arrived at the original location.

Minutes:
Chairman Cain made a motion to approve the minutes from the previous Foundation meeting held on, September 3rd, 2019. The motion was seconded by Tom Hanify. The motion carried unanimously.

All in Favor: Steven Cain, Tom Hanify, Rob Kittle, Jamey Noel, Phillip Johnson
Opposed: NA

Fiscal Report:
Tonya Resler provided a fiscal report to the Foundation. Fiscal year 2020 (July 2019 – November 2019) revenue was reported as $60,050.00. Fiscal year 2019 (July 2018- November 2018) revenue was reported as $67,900.00. The board awarded $180,999.94 in Foundation grants during the September 2019 meeting. The amount of Foundation scholarship application requests totaled $7,000.00. The Foundation's available balance as of 12/2/2019 was $67,746.84. The board determined to roll over the remaining scholarship budget of $13,000.00 into next cycle's fund to cover any potential shortfalls.

Available balance to award as of 12/2/19 = $67,746.84

FY20 Revenue – July 2019 through November 2019 = $60,050
FY19 Revenue (for same time period) – July 2018 through November 2018 = $67,900

Grant Awards: $180,999.94
Scholarship Awards: $7,000.00

Total Annual Collection for past years
FY19 – $145,900
FY18 – $153,950
FY17 – $159,425
FY16 - $166,150

Scholarship Award Decision:
Tonya Resler presented to the Foundation the four (4) completed scholarship applications. The applications included three (3) full-time students at $2,000.00 each and one (1) part-time student at $1,000.00, totaling $7,000.00 in scholarship requests. The Foundation was impressed with all applications. The board discussed full-time compared to part-time students and agreed upon reviewing exceptions on a case-by-case basis. The board also debated what qualified as a "public safety organization". The board agreed that the mission of the Foundation is to support first responder agencies, rather than including charities, nongovernmental organizations, and voluntary organizations active in disaster.

Chairman Cain motioned to award all four (4) applications. The motion was seconded by Phillip Johnson.

All in Favor: Steven Cain, Tom Hanify, Rob Kittle, Jamey Noel, Phillip Johnson
Opposed: NA

Vacancies:
Chairman Cain informed the Foundation of five (5) candidates to fill the four (4) vacant Foundation seats. The following Indiana congressional districts have vacant seats: 1, 3, 5 and 8. The candidates' names were submitted to the governor's office for review. Upon approval, Tonya Resler will inform the board.

Chairman Cain also notified the board of his intention to step down as Foundation Board Chairman in 2020 and asked the board to consider a suitable replacement. The board commended Chairman Cain for his dedication to the Foundation and its mission.

New Business and Promotional Opportunities:
Chairman Cain beseeched the board to take ownership of the Foundation's success by advocating its mission and raising funds. To create awareness around the Foundation scholarship and license plate, each board member was challenged to reach out to their district's institutes of higher education, potential benefactors and fire departments.
Another option brought to the board was for IDHS District Liaisons to promote the Foundation during visits to their districts   .

Chairman Cain committed to contacting Eli Lilly, Do It Best, Home Depot and Lowes for partnership opportunities.

2020 Foundation Board Meeting Forecast:
Kim Snyder, IDHS Grants Section Chief, suggested that the board meet in the first quarter of 2020 to create a plan for the remainder of the year regarding grants and scholarships. Kim Snyder also suggested a brief training on IDHS' new grant management system, IntelliGrants. It was also agreed that the board hold meetings in different parts of the state to make board member attendance easier. The board should refer to the Electronic Communications Meeting Policy, bylaws and Indiana Code to ensure quorum is met.

Adjournment:
The meeting adjourned at 2:39 p.m.