

## **MINUTES OF TNAIRS BOARD OF DIRECTORS AND BUSINESS MEETING July 11-12, 2019**

**Attendees:** Russ Jensen, Lawanna Broderick, Angie Morehead, Shannon Huffman, Jessica Pruet, Mark Siger, Lorrie Jarnagin, Margaret Counts, Linda Brown, Tracey Dill, LaKelia Lovan, Lisa Lumb, Paul McKinney, Kim Jordan-Fluker, Carmen Hutson and LaVerdia McCullough.

Meeting was called to order by President Russ Jensen at 11:35 am; a quorum was present. All attendees introduced themselves.

**AIRS Conference 2019:** Russ asked who had attended this year's AIRS conference in Atlanta, and 6 persons present had also attended the AIRS conference. It was Russ' first national AIRS conference and he was very impressed. He gave a presentation at the AIRS conference on Data Platforms and also attended many disaster related workshops at AIRS that he found very impressive (Russ has a background in paramedics so this is a particular interest of his.). He also attended the pre conference meeting of 2-1-1 directors at the AIRS conference and also enjoyed that. He had been in Atlanta the week before for the United Way conference as well. He noted that there were a lot of discussions at both conferences about the problem of the for-profit Aunt Bertha and similar companies coming in and mining free 2-1-1 data to comply with hospitals and other health care systems requirements contracts and what should be done about this issue. Both Carmen and Lisa attended the AIRS workshop on 2-1-1s in North Carolina Social Determinants of Health project; basically all the 211s in that state are eventually going to be an intake point for other state services, share data and provide comprehensive referrals to all available resources through a statewide coordinated care network. Right now this new project is only covering a few counties in NC, but it is planned to be a statewide program. Carmen noted that Chattanooga 2-1-1 is working with their local fire department/EMS who answer 9-1-1 calls to make sure non-emergency calls can go to 2-1-1 instead; they have a 3 year grant to do this. Lisa also really enjoyed Josh Pederson of United Way Worldwide's workshop on Analog vs Digital Input that informs what we all do as I&R agencies.

Russ voiced a hope that next year TNAIRS may be able to send more members to the 2020 AIRS conference in Grand Rapids, Michigan.

**AIRS Board Report (LaVerdia McCullough):** LaVerdia is currently an AIRS Board member and one of her tasks is to investigate potential sites for the upcoming AIRS conferences. The AIRS board members work hard to make each year's AIRS conference a success. Next years' conference will be held June 7-10, 2020 at the Grand Plaza in Grand Rapids, Michigan. LaVerdia said the link to the hotel is up at the AIRS site now and I've included it here: <https://amwaygrand.com/> She visited the site and said it is indeed a beautiful, grand hotel and that we should all make plans to attend next year.

She attended the AIRS affiliate meeting at the AIRS conference and remarked that many state AIRS affiliates have either been disbanded or are not very active. She is proud that our state affiliate, TNAIRS is thriving, with members who are representatives of all the 3 grand divisions of the state, and an active conference and training roster.

LaVerdia reminded the members that her tenure as an AIRS Board President finishes in 2020; and she very much hopes that another TNAIRS member will step in and represent TN in her place.

**TNAIRS Treasurer's Report (Shannon Huffman):** Treasurer Shannon Huffman delivered a very comprehensive report, which I have included in its entirety here. She noted that as of July 1, 2019 TNAIRS had a balance of \$13,447.11. The blanks in the report below refer to some money owed to us by AIRS that we had not yet received (we aren't sure of the amount to come).

## **Treasurer's Report Submitted by Shannon Huffman**

TNAIRS Board Meeting  
July 11th, 2019

The beginning balance on January 31, 2019 was \$13,447.11. A payment of \$179.00 that was made to United Way of Metropolitan Nashville on January 11, 2019 had to be backdated to June 30, 2018 since the expense was incurred in the prior fiscal year. Thus, the budget originally presented at the July 12, 2018 board meeting should have shown \$13,447.11 as the June 30, 2018 ending balance. The budgets have been amended within the general ledger and budget forms for 2017-18 and 2018-19.

A check for AIRS affiliate payments in the amount of \$1,816.50 was deposited May 10, 2019.

\*Another check for AIRS Affiliate payments in the amount of \_\_\_\_\_ was deposited \_\_\_\_\_, 2019.

**On June 11, 2019, the AIRS Affiliate payment was returned and received by Moayad due to incorrect amount on the check. Had an incorrect affiliate (member from Texas) on the amount.**

**As of July 10, 2019, waiting for the reissued check from Moayad Zahraiddin. Treasurer will report the new amount of the check when receive.**

Along with the checks, AIRS sent a list of the agencies renewing their membership during that time period. The below list only includes the Tennessee-based agencies or individuals that renewed their AIRS membership during the periods of October 16, 2018 to February 28, 2019 and March 1, 2019 to May 9, 2019.

<b>Renewals - Agency or Individual's Name (Dates: October 16, 2018 – May 9, 2019)</b>	<b>Location</b>
Aging Commission of the MidSouth	Memphis, TN
Amputee Coalition, The	Knoxville, TN
Area Agency on Aging and Disability, East Tennessee	Knoxville, TN
City of Knoxville 311	Knoxville, TN

Contact 211 of Northeast Tennessee	Kingsport, TN
Clarksville Crisis Center/Clarksville-Montgomery County Crisis Intervention Center	Clarksville, TN
Family and Children's Service	Nashville, TN
Fifty Forward	Nashville, TN
First Tennessee Area Agency on Aging and Disability	Johnson City, TN
Greater Nashville Regional Council	Nashville, TN
Joani Shaver (Individual Member)	Maryville, TN
Knoxville-Knox County Community Action Committee (Office on Aging - SCIRS)	Knoxville, TN
LINC211 Memphis Public Library	Memphis, TN
Memphis Jewish Community Center, The	Memphis, TN
Northwest Tennessee Development District	Martin, TN
Southeast Tennessee Area Agency on Aging	Chattanooga, TN
Southwest Tennessee Area Agency on Aging and Disability	Jackson, TN
TAADAS (Tennessee Association of Alcohol, Drug, and other Addiction Services)	Nashville, TN
Tennessee Commission on Aging and Disability	Nashville, TN
Tennessee Disability Pathfinder	Nashville, TN
United Way of Greater Chattanooga	Chattanooga, TN
United Way of Metropolitan Nashville	Nashville, TN
United Way of West Tennessee	Jackson, TN
Upper Cumberland Development District	Cookeville, TN

TNAIRS Budget 2018-19		Actual	Variance
<b>Revenue</b>			
AIRS Dues	\$ 1,900.00	\$ 1,816.50	\$ (83.50)
<b>Total Revenue</b>	\$ 1,900.00	\$ 1,816.50	\$ (83.50)
<b>Expenses</b>			
Internet fees	\$ -		\$ -
Domain fees	\$ -		\$ -
Annual TNAIRS board meeting	\$ 375.00	\$ 372.56	\$ 2.44
Travel to AIRS affiliate meetings	\$ 290.00		\$ 290.00
Scholarship to AIRS conference	\$ 1,200.00		\$ 1,200.00
Fees to state	\$ 42.25	\$ 40.94	\$ 1.31
Bank	\$ -		\$ -
Reimbursements	\$ -		\$ -
Events	\$ 150.00		\$ 150.00
<b>Total Expenses</b>	\$ 2,057.25	\$ 413.50	\$ 1,643.75
<b>Revenue/(Expense)</b>	\$ (157.25)	\$ 1,403.00	\$ 1,245.75
Starting Balance July 1, 2018	\$ 13,447.11		
Ending Balance June 30, 2019			
<i>Starting balance amended 06/05/2019</i>			
<i>Budget as of 07/11/2019</i>			

2019-20 TNAIRS budget to follow

TNAIRS Budget 2019-20		Actual	Variance
<b>Revenue</b>			
AIRS Dues	\$ 1,900.00		\$(1,900.00)
<b>Total Revenue</b>	\$ 1,900.00	\$ -	\$(1,900.00)
<b>Expenses</b>			
Internet fees	\$ -		\$ -
Domain fees	\$ -		\$ -
Annual TNAIRS board meeting	\$ 375.00		\$ 375.00
Travel to AIRS affiliate meetings	\$ 290.00		\$ 290.00
Scholarship to AIRS conference	\$ 1,200.00		\$ 1,200.00
Fees to state	\$ 42.25		\$ 42.25
Bank	\$ -		\$ -
Reimbursements	\$ -		\$ -
Events	\$ 150.00		\$ 150.00
<b>Total Expenses</b>	\$ 2,057.25	\$ -	\$ 2,057.25
<b>Revenue/(Expense)</b>	\$ (157.25)	\$ -	\$ (157.25)
Starting Balance July 1, 2019	\$ 13,447.11		
Ending Balance June 30, 2020			
<i>Proposed Budget 07/11/2019</i>			

**TNAIRS MEMBERSHIP, RECRUITMENT:** We currently have 24 TNAIRS members. Russ noted that the Amputee Coalition, based in Knoxville, had reached out to him to make sure that they are part of 2-1-1 TN; Lisa noted that that agency had been a previous member of TNAIRS and she suggested that Russ should ask the Amputee Coalition to re-join. Russ wants us to have a goal to increase TNAIRS membership by at least 5% by this time next year. He asked members to brainstorm about how we can meet this goal and recruit new members.

**TNAIRS SCHOLARSHIPS AND TRAINING:** This past year TNAIRS did not issue any scholarships to attend AIRS. In the past, we had only offered scholarship money enough to cover the AIRS conference registration fee. Russ asked the board if we could increase the amount of the scholarship and also possibly offer multiple scholarships. Paul suggested that we offer four annual scholarships to attend AIRS, with an amount of \$600.00 each, to be issued to a TNAIRS member agency instead of to an individual, to be spent however the agency would like (for instance on transportation, meals, hotel, etc.) This would bring the scholarship total up to \$2400/year, which the budget could easily bear. Lisa noted that we would need to re-write the TNAIRS scholarship application to reflect this change and that we should also, as usual, expect a report from the TNAIRS agency recipients of the scholarships about their staff's experiences at the conference. Paul made a motion to accept this change, and Lisa seconded the motion; motion carried.

**TNAIRS WEBSITE:** Russ noted that the TNAIRS website badly needed updating; Lisa noted that we had paid a contractor to update the site a few years back but she was not sure who had access to the website anymore; Tracey Dill said that the site is maintained by United Way of Metropolitan Nashville and that she would investigate whether or not individual TNAIRS members could make changes to the site or not; in the meantime she asked to be sent any changes that her IT team could make to the site. Russ also said he would like to put a link to online training on the TNAIRS website. LaVerdia suggested the free training for certification tests offered by the NASUAD.org site (the NASUAD trainings are accepted for AIRS certification and re-certification). The link can be put on the TNAIRS site for free.

**NOMINATION OF NEW OFFICERS AND BOARD MEMBERS:** LaVerdia McCullough and Leeann Beck were up for re-nomination for the board for the next three years. Russ nominated Lawanna Broderick to take over Susan Long's term on the board as she is leaving Knox County AAAD at the end of August and he also nominated Carmen Hutson as a new board member; Lisa Lumb also nominated Ailene Booker for a seat on the board as well as nominating her for Vice-President. LaVerdia moved that all these nominations be accepted, Paul seconded the motion and the motion carried.

Below is the current roster of TNAIRS Officers:

TNAIRS PRESIDENT – RUSS JENSEN

TNAIRS VICE-PRESIDENT – AILENE OLIVER BOOKER

TNAIRS TREASURER – SHANNON HUFFMAN

TNAIRS SECRETARY – MARGARET COUNTS

Below is the current roster of TNAIRS Board Members:

LeAnn Beck  
Ailene Oliver Booker  
Lawanna Broderick  
Margaret Counts  
Renee Eldridge  
Beverly Garren  
Megan Hart  
Carmen Hutson  
Shannon Huffman  
Lorrie Jarnagin  
Russ Jensen  
Lisa Lumb  
LaVerdia McCullough  
Paul McKinney  
Angie Morehead  
Jessica Pruett  
Diane Schlaufman

**NEW BUSINESS:** Lisa Lumb suggested that we add an amendment to the current TNAIRS Bylaws, Article VI, to extend the length of TNAIRS officers' terms from one year to two years. The reasoning for this is because, by the time new officers have learned the roles of the office, their one year tenure is over. Below is the current Bylaw, last revised in September 2010:

**Article VI: Officers**

*Section 1:       **Type & Term:** The Board of Directors shall elect a President, Vice-President, Secretary, Treasurer, and such other officers as it shall, from time to time, deem proper. Officers shall be elected by the Directors from one of their number at the Annual Meeting for a one year term which shall begin immediately after the Annual Meeting.*

Russ moved to accept the change and LaVerdia seconded the motion, which passed unanimously. The amendment will need to be added to the current Bylaws. This would involve simply changing the "one year term" to "two year term."

As there was no other business, President Russ Jensen adjourned the meeting at 1:04 pm.

There was a very interesting program presented that afternoon on Music & Memory TN by Quiteka Moten and Amanda Boler. This was followed by separate breakout sessions for 211s and for the AAAD agency staff. Then LINC/211 Senior Agency Manager Kim Jordan-Fluker gave a great, very personalized presentation on Respite Care to finish up the day's meeting and trainings.

On Friday morning, July 12, 2019, Shannon Huffman and Michelle Bauer also gave a wonderful training on SAFETALK suicide awareness. A big thanks to LaVerdia and Russ for arranging the trainings for this year's meeting, and to Shannon Huffman for hosting this year's meeting in the beautiful new Family & Children's Services facility.

Respectfully Submitted,

Lisa Lumb, TNAIRS Board Member