

MEETING AGENDA

Meeting: Finance Committee
Date: January 5, 2017
Time: 11:10 AM
Location: Trust Authority Building, 3745 Community Park Loop, Anchorage
Teleconference: (844) 740-1264 / Session Number: 800 309 228 # / Attendee Number: #
<http://thetrust.webex.com>
Trustees: Larry Norene (Chair), Laraine Derr, Paula Easley, Mary Jane Michael, Jerome Selby, Carlton Smith, Russ Webb

Thursday, January 5, 2017

Page No.

11:10 am	<u>Call Meeting to Order (Larry Norene, Chair)</u>		
	Roll Call		
	Announcements		
	Ethics Disclosure		
	Approve Agenda		
	Approve Minutes – 10/26/16		4
11:15 am	<u>Staff Report Items/Approvals</u>		
	Cash Management Reports – Kevin Buckland (Contractor)		Hand-Out
	Motion - FY2017 Pay-Out – Kevin Buckland (Contractor)		14
	FY2018 Budget Update – Greg Jones, CEO (interim), Jeff Jessee, Program Officer & Legislative Liaison		
11:45 am	<u>Approvals</u>		
	Trust Land Office		
	• Yosemite Drive Utility Extension & Road Access	\$ 485,000	15
	General Authority Grant –		
	• Predevelopment / Foraker	\$ 80,000	20
	FY17 Unallocated Partnership Funds – \$905,700		
	Partnerships		
	• Challenge Alaska (FY17)	\$ 75,000	24
	• Hope Community Resources (FY17)	\$ 50,000	31
	• Alaska Christian College (FY17)	\$ 48,000	42
	• Christian Health Associates (FY17)	\$ 25,000	44
	• University of Alaska Anchorage (FY17)	\$ 20,500	50
	Total Partnership Requests:	\$ 218,500	
12:45 pm	Adjourn		

Future Meeting Dates

Full Board of Trustee / Planning / Resource Management / Finance
2017 / 2018 / 2019

(Updated – December 16, 2016)

Planning Committee Dates:

- April 13, **2017** (Thu)
- August 1-2, **2017** (Tue, Wed)
- October 17, **2017** (Tue)
- **January 4, 2018** (Thu)
- **April 12, 2018** (Thu)
- **Jul 31- Aug 1, 2018** (Tue, Wed)
- **October 17, 2018** (Wed)
- **January 3, 2019** (Thu)
- **April 11, 2019** (Thu)
- **Jul 30-31, 2019** (Tue, Wed)
- **October 16, 2019** (Wed)

Resource Management Committee Dates:

- April 13, **2017** (Thu)
- August 3, **2017** (Thu)
- October 17, **2017** (Tue)
- **January 4, 2018** (Thu)
- **April 12, 2018** (Thu)
- **Aug 2, 2018** (Thu)
- **October 17, 2018** (Wed)
- **January 3, 2019** (Thu)
- **April 11, 2019** (Thu)
- **Sep 1, 2019** (Thu)
- **October 16, 2019** (Wed)

Future Meeting Dates

Full Board of Trustee / Planning / Resource Management / Finance 2017 / 2018 / 2019

(Updated – December 16, 2016)

Finance Committee Dates:

- April 13, **2017** (Thu)
- August 3, **2017** (Thu)
- October 17, **2017** (Tue)
- **January 4, 2018** (Thu)
- **April 12, 2018** (Thu)
- **August 2, 2018** (Thu)
- **October 17, 2018** (Wed)
- **January 3, 2019** (Thu)
- **April 11, 2019** (Thu)
- **Sep 1, 2019** (Thu)
- **October 16, 2019** (Wed)

Full Board of Trustee Meeting Dates:

- January 25-26, **2017** (Wed, Thu) – JUNEAU
- May 4, **2017** (Thu) – TBD
- September 6-7, **2017** (Wed, Thu) – Anchorage – TAB
- November 16, **2017** (Thu) – Anchorage – TAB
- **January 24-25, 2018** (Wed, Thu) – JUNEAU
- **May 9, 2018** (Wed) – TBD
- **September 5-6, 2018** (Wed, Thu) – Anchorage – TAB
- **November 15, 2018** (Thu) – Anchorage – TAB
- **January 30-31, 2019** (Wed, Thu) – JUNEAU
- **May 8, 2019** (Wed) – TBD
- **September 4-5, 2019** (Wed, Thu) – Anchorage – TAB
- **November 14, 2019** (Thu) – Anchorage – TAB

ALASKA MENTAL HEALTH TRUST AUTHORITY

FINANCE COMMITTEE MEETING

October 26, 2016
3:38 p.m.

Taken at:
3745 Community Park Loop, Suite 120
Anchorage, Alaska

OFFICIAL MINUTES

Trustees present:

Larry Norene, Chair
Laraine Derr
Carlton Smith
Russ Webb
Paula Easley
Mary Jane Michael
Jerome Selby

Trust staff present:

Jeff Jessee
Steve Williams
Miri Smith-Coolidge
Carley Lawrence
Amanda Lofgren
Kevin Buckland
Mike Baldwin
Katie Baldwin-Johnson
Heidi Wailand
Luke Lind
Carrie Predeger
Valette Keller

TLO staff present:

John Morrison
Leann McGinnis
Sarah Morrison

Others participating:

Kathy Craft; Kate Burkhardt; Patrick Reinhart; Sherrie Wilson Henshaw; Faith Myers; Dorrance Collins; Susan Musante; Lisa Cauble; Brenda Moore; Charlene Tautfast; Mike Sobocinski (via speakerphone) Dave Beraty (via speakerphone); Lisa McKearney (via speakerphone); Tiffany Hall; Pam Westerlin; Jeff Jacobson (via speakerphone); Councilwoman June Rogers (via speakerphone); Mayor Jim Matherly (via speakerphone); Jennifer Harrison; Cody Chip (via speakerphone); Melanie Eisgrow (via speakerphone); Sarah Dewane; Ginny Parret; Joanne

Cummings; Royann Royer; Bryan Green; John Monroe; Tara Ford (via speakerphone); Eric Eisbireh (via speakerphone).

PROCEEDINGS

CHAIR NORENE calls the meeting to order and notes that all trustees are present. He asks for any announcements. There being none, he asks for any ethics disclosures. There being none, he moves to the agenda.

TRUSTEE DERR asks to add the item of the Meketa report.

CHAIR NORENE adds the Meketa report after the staff reports. He moves to the minutes of August 11, 2016.

TRUSTEE WEBB makes a motion to approve the Finance Committee minutes of August 11, 2016.

TRUSTEE MICHAEL seconds.

TRUSTEE MICHAEL states that in the packet there is a Healthy Smiles Forever request for funding for a direct patient care dental clinic. She continues that her husband is a local dentist and donates a lot of services. He is not involved in the actual organization of this, but the person who organized it was one of his employees 20 years ago and is still a good friend. He may or may not be involved in providing services at the free clinic.

CHAIR NORENE thanks Trustee Michael, and goes back to the motion.

There being no objection, the motion is approved.

CHAIR NORENE moves to staff reports and begins with the cash management report. He recognizes Kevin Buckland.

STAFF REPORTS

CASH MANAGEMENT REPORT

MR. BUCKLAND states that the cash management sheets, which have been updated through September 30, are before the trustees. He continues that we are a quarter of the way through the fiscal year. He goes through the sheets, explaining as he moves along.

A short question-and-answer period ensues.

TRUSTEE WEBB asks that the TLO activity, the total principal investments and the return for the Real Estate Management Program, be included in the cash management sheet.

MR. BUCKLAND replies that he will include that. He continues his presentation, explaining as he goes through it. He asks for any questions.

TRUSTEE DERR asks how the audit came out.

MR. BUCKLAND replies that the audit is essentially still underway. He states that there were some delays related to the whole IRIS conversion, and then the auditors had other field work scheduled. He adds that they will be back in the office, and we will be working with them to try and get it wrapped up.

CHAIR NORENE states that the next item is the requested motion in regard to the continued suspension of quarterly transfers from the Trust Authority to the Alaska Permanent Fund Corporation.

MR. BUCKLAND states that this is an annual suspension of sending money to the Permanent Fund that built up in the TADA account that is available for other purposes or for future transfer.

TRUSTEE WEBB makes a motion that the Finance Committee recommends that the Full Board of Trustees suspend cash transfers or transfers of cash principal from the Trust Authority Development Account to the Alaska Permanent Fund Corporation through November 2017.

TRUSTEE MICHAEL seconds.

TRUSTEE SELBY asks for a roll call vote.

TRUSTEE NORENE calls the vote: Trustee Easley, yes; Trustee Selby, no; Trustee Derr, yes; Trustee Michael, yes; Trustee Webb, yes; Trustee Smith, yes; Trustee Norene, yes. There being one objection, the motion is approved.

TRUSTEE NORENE moves on to the Meketa report. He states that there is no report; a draft was submitted that was found to be incomplete. Therefore, the draft was not utilized. He continues that the intent is to have a conference call with Kevin Buckland, John Morrison, Russ Webb and himself with the contractor to ask some questions and perhaps get the report completed.

TRUSTEE DERR asks what the concerns were.

TRUSTEE NORENE states that he does not want to discuss it because we do not have the report.

TRUSTEE DERR states that this was a Trust-funded report and asks where the concerns were on the draft executive summary of the report.

TRUSTEE NORENE replies that the concerns lie with the facts that the allocation was not provided and no allocation information provided. He explains more fully.

TRUSTEE DERR states that she would like to be included in that conversation when it is done.

TRUSTEE NORENE replies yes, and that it will be done as soon as possible.

TRUSTEE SELBY states that this study was authorized by the board, and he is curious as to why the board was not provided with the draft copy.

TRUSTEE NORENE states that the Finance Chairman has the authority to accept the product if it has met the contractual obligations that were there. After consulting with the Chairman and John Morrison, it was deemed not to have met the obligations. Therefore, it was decided to not circulate it further until this matter was discussed with the contractor.

TRUSTEE SELBY puts on the record that he objects to that way of doing business because the board should have the right to review the draft document, provide some input to the Finance Chair.

TRUSTEE NORENE explains that the thought is not to make use of a report and have to pay for a preliminary report if it is in error.

TRUSTEE SELBY states that he had the floor and clarifies that report was authorized by the board of directors and is supposed to be coming back to the board for the purposes of trying to guide this organization on behalf of the Trust beneficiaries, which seems to be forgotten most of the time here, unfortunately. He continues that he would like to have the opportunity to have the Trust board review that along the way. He adds that the same conclusion may have been made. It seems to be inappropriate that one or two people on the board suddenly seem to have the authority to act on behalf of the board to determine what is in a report and what might be missing. Some of the others might have identified some other things that are missing that need to be cleared up and completed before that thing moves ahead. He states that it baffles him why, since there are seven capable people sitting up here, you would exclude five of them from having an opportunity to help make that as complete and as thorough and as useful a document as it could be. He wants to put this on the record and would like to have these comments read on the record reported verbatim in the minutes of the meeting.

TRUSTEE MICHAEL states that she resents those comments made about trustees not acting on behalf of the beneficiaries. She continues that she has heard that three times today and thinks it is inappropriate. She states that she has spent her life serving the beneficiaries, and would like that on the record, as well. She adds that Trustee Derr volunteered to review the document and that Trustee Selby has every opportunity to join these people and review the document, and encourages him to do so. She states that she does not need to look at the document and will trust people with more skills than she to look at that document.

TRUSTEE SELBY states that he would be glad to look at the document if he can get a copy of it.

TRUSTEE WEBB states that it seems that the board has operated with some pretty loose processes throughout the history of the board and some of those have come back to bite us. There has been some informal advice from staff on a number of items which ultimately have proven not to be accurate, and we have been led astray on a couple of things. He continues that there are three standing committees, each of which consists of the entire membership of the board. In the past, not all members of the board participated because they were not all members

of the committee. He states that it is time to begin to delve correctly into the bylaws and propose some changes to them.

TRUSTEE SMITH states that he was Finance Chairman at the time of the interaction with Meketa and apologizes to Trustee Selby. He continues that Mr. Buckland will verify that Meketa was the only respondent to the process. For the record, Meketa has laid out a very specific delivery schedule of a very preliminary document, which was not a draft document, but was a document to discuss internally prior to coming back to the committee and the Full Board. He states that this was a genuine admission, not of incompetence, but of a lack of knowledge of the history of the Trust and how we are somewhat different. He adds that it was a document that was released to him, and the chairman asked to confer on it. There will be an opportunity to look at it.

CHAIR NORENE moves back to the agenda and to the first approval from the Trust Land Office, the Icy Cape item.

TRUSTEE WEBB makes a motion that the Finance Committee recommends that the Trust Authority Board of Trustees approve the proposed action to fund the newly formed entity with principal from the Trust Authority Development Account, TADA, fund code 3320, with \$2 million. These funds do not lapse.

TRUSTEE MICHAEL seconds.

TRUSTEE WEBB explains that there was a lengthy discussion regarding these items in the Resource Management Committee meeting. He states that it is clear that this is a potentially tremendous resource developing. This is the third step, and we are trying to fund the entity that trustees authorized creation of, to move forward and try to begin to generate what is hoped to be a huge asset.

There being no objection, the motion is approved.

CHAIR NORENE moves to allocations, and we have a proposal in regard to the Rise Supported Employment Vocational program.

MS. LOFGREN begins by introducing the team from Anchorage Community Mental Health, who are here to answer any specific questions. She states that the memo describes this project which the Trust has been partnering with for the last two years to really develop supported employment. She highlights the work that has been done to really expand that across the organization.

TRUSTEE WEBB makes a motion to approve an FY17 Beneficiary Employment and Engagement focus area allocation not to exceed \$130,000 for Anchorage Community Mental Health Services for the Rise Supported Employment Vocational Project.

TRUSTEE SELBY seconds.

There being no objection, the motion is approved.

CHAIR NORENE states that the next focus area allocation is Recover Alaska through the Foraker Group.

MS. BALDWIN-JOHNSON acknowledges that Tiffany Hall, the executive director of Recover Alaska, is here today; also Pam Westerlin, the associate program manager. She states that this request is to approve \$200,000 of FY17 focus area funding to Sultana, Inc. She describes and adds that the funds in this request are going directly to partially support the operation, which includes personnel, technical assistance, and travel.

TRUSTEE SMITH states that he is not aware of the rich background that the Trust has with Recover Alaska and asks to have that background information at some point.

MS. BALDWIN-JOHNSON replies that she will get that information out to Trustee Smith.

TRUSTEE DERR states that she is not sure what this funding is and how the money splits out.

MS. HALL explains that half of the funding will be coming from the State, which is split out into three sections for the polling strategy: \$50,000 for the polling strategy; \$25,000 for an evaluation; and \$25,000 for the social norm strategy. It does not follow the same kind of time line as the other things in terms of rental facility and staffing. She explains in greater detail.

MS. BALDWIN-JOHNSON states that they can put together the total operating budget that shows all of the funding sources and the allocation and how those funds are designated.

A short discussion ensues.

TRUSTEE WEBB makes a motion to approve a \$200,000 FY17 Substance Abuse Prevention and Treatment focus area allocation to the Sultana New Ventures, LLC, doing business as the Foraker Group for the Recover Alaska project.

TRUSTEE SELBY seconds.

There being no objection, the motion is approved.

MS. BALDWIN-JOHNSON requests inviting Ms. Hall and Ms. Westerlin back at another date so they can introduce themselves and discuss what they do.

TRUSTEE WEBB states that would be great.

CHAIR NORENE moves on to partnerships and the Fairbanks Homeless Housing Services coordinator.

MS. LOFGREN states that this is a funding request from the City of Fairbanks to hire a housing and homeless coordinator to be co-located in the mayor's office to specifically address the housing and homeless concerns in Fairbanks. Also, to work with the community and the partners on what is called the coordinated entry. This coordinated entry is important to highlight

because, as part of receiving HUD funding, a coordinated entry is needed. She continues that it is really complicated and takes a lot of collaboration and partnership and reliance on data. She states that the intention would be to similarly create a memorandum of agreement with the City, if the trustees were to approve this request, that could be brought back for review and there would be a memorandum of agreement with the city council, as well as the mayor's office, that identifies the specific goals and objectives of the project.

MR. JACOBSON states that he is the chief of staff for the city and is with Councilwoman June Rogers, and the newly elected mayor, Jim Matherly.

MS. LOFGREN asks the trustees if they have any specific questions.

TRUSTEE WEBB asks if they had any comments that they would like to make.

MR. JACOBSON states that they are very excited about this opportunity to have a homeless and housing services coordinator housed at the City of Fairbanks. There is a great need in the community, and we are anxious to duplicate the successes that have happened in Anchorage with that position. He continues that the community is working to network as many organizations and agencies to address this great need, and we are looking forward to a long-term commitment for addressing homelessness and housing problems in the community.

TRUSTEE DERR states that she was in Fairbanks for the housing and homeless meeting they had and was impressed with what they are doing and planning to do.

TRUSTEE DERR makes a motion to recommend approval to the Full Board of Trustees for \$92,300 FY17 partnership grant with the City of Fairbanks for the Fairbanks Homeless and Housing Services Coordinator.

TRUSTEE MICHAEL seconds.

TRUSTEE MICHAEL thanks Fairbanks for taking the leadership to prioritize homelessness in their community.

There being no objection, the motion is approved.

CHAIR NORENE moves to partnerships. the Eastern Aleutian Tribes for a grant for planning and pre-implementation of employment-based outpatient services.

MS. BALDWIN-JOHNSON recognizes the folks from Eastern Aleutian Tribes and the Aleutian Pribilof Island Association representing the project who are and available to answer any questions that the trustees may have. She states that this request is to approve \$70,450 to the Eastern Aleutian Tribes for the planning and communication phase of the employment-based intensive outpatient treatment program. EAT and APIA have been engaged in discussions and planning around attempting to address the gaps, the imminent need in the region for those folks that are in need of access to treatment. She continues that the cost of running a residential treatment program in rural Alaska is very high. She explains in more detail.

TRUSTEE MICHAEL asks if this is a long-term plan, Medicaid funding for this project, or how is the long-term planning going to occur.

MS. BALDWIN-JOHNSON replies that it will be a combination of insurance, potentially self-pay, Medicaid grant dollars.

MS. HARRISON adds that there is a specific line item for some billing consultant to help resolve that gap.

TRUSTEE SMITH asks for some information on the entity.

MS. HARRISON replies that APIA was the original regional health corporation for the Aleutian Pribilof Islands. In 1991, seven of those tribes broke off and formed Eastern Aleutian Tribes, just for the medical clinics. For the last few decades they were running just the medical, and APIA has been running the medical and social in other communities. Both have been separated, and this is the first time that they are coming back together, which is exciting for all.

TRUSTEE EASLEY commends them for putting together this innovative project and wishes them the best of luck.

TRUSTEE WEBB makes a motion to recommend approval to the Full Board of Trustees for a \$70,450 FY17 partnership grant to Eastern Aleutian Tribes, Inc. for the planning and pre-implementation phase for employment-based, intensive outpatient treatment program.

TRUSTEE SELBY seconds.

There being no objection, the motion is approved.

CHAIR NORENE states that the next item is a partnership, Healthy Smiles Forever.

MS. LOFGREN begins with a couple of pictures of success stories of a project that will really articulate just how valuable this project is for the beneficiaries. She continues that this project is based off a model in Minnesota. It is a best practice that created a mobile dental clinic going to long-term care facilities and other residential programs to provide dental care. The funding for this project will allow them to expand capacity to actually bill for services. So they will be able to bill for Medicaid, some private pay, as well as potentially Medicare; in addition to updating the equipment to be able to eventually have mobile equipment to go to other residential programs. She continues that the team that is servicing beneficiaries, the dentists, the assistants and hygienists, are all volunteer-based. They all rotate and have a volunteer biller. Relying on volunteers long-term is not always a sustainable model. She adds that this is a one-time startup project.

A short discussion ensues.

TRUSTEE MICHAEL states that she has to abstain from voting because of her personal relationship with Ms. Royer.

TRUSTEE WEBB makes a motion that the Finance Committee approve the \$48,000 FY17 partnership grant with Christian Health Associates for the long-term care dental treatment project.

TRUSTEE SELBY seconds.

There being no objection, the motion is approved.

MS. LOFGREN thanks Christian Health Services, a great partner, and states that the Trust partners with them on a number of projects that serve our beneficiaries.

CHAIR NORENE moves to WICHE.

WICHE

MS. CRAFT states that AKPIC is the psychological internship program which allows Alaskan psychology students to stay in the state to get their internship hours. She adds that the American Psychological Association has changed their standards for accreditation, so those have to be in place before the new accreditation process is started, and it will get us accredited for the next seven years. She states that this is a request for \$22,500 for the management, oversight, and administrative things what WICHE does on behalf of the sites.

MR. BALDWIN states that money goes not to just the application, but all of the background research that goes along with policies and procedures and pulling everybody together. He continues that the request is for three years, FY17, '18 and '19. It is an intensive process.

TRUSTEE WEBB makes a motion that the Finance Committee approve the \$22,500 FY17 partnership grant to the Western Interstate Commission for Higher Education for the Alaska Psychology Internship Consortium preparing for the re-accreditation project.

TRUSTEE MICHAEL seconds.

There being no objection, the motion is approved.

CHAIR NORENE states that concludes the agenda and asks for any comments.

TRUSTEE WEBB makes a motion to adjourn.

There being no objection, the motion is approved.

(Finance Committee meeting adjourned at 4:50 p.m.)

	Item Type	Proposal	Organization	Page #	Proposed Motion
1	Trust Item	Annual Payout Transfer	The Trust	14	The Finance Committee recommends that the full board of trustees authorize the transfer of \$20,613,000 from the Alaska Permanent Fund Budget Reserve accounts to the Mental Health Settlement Income Account to finance the FY 2017 base disbursement payout calculation. This may be fulfilled with one lump sum or multiple transfers.
2	Trust Land Office Item	Yosemite Drive Utility Extension and Road Access Improvements - Project #2014-83 - Item 1	Trust Land Office	15	<p>Proposed Motion One: “The Finance Committee recommends that the Alaska Mental Health Trust board of trustees approve a reallocation of original budget previously approved for the expenditure of principal funds for sewer and water infrastructure improvements to and for a portion of the parcel known as Yosemite. The original Yosemite budget request was for \$900,000 and the available balance is \$485,000. The reallocation request will make the \$485,000 now available for Yosemite road access improvements.”</p> <p>Proposed Motion Two: “Following approval of Motion One, the Finance Committee recommends that the Alaska Mental Health Trust board of trustees authorize the Executive Director of the TLO to represent the Trust’s interests in the Yosemite Drive Utility Extension and Road Access Improvements Project (Project #2014-83). This will include reallocations to the expenditure of the approved budget resultant to future Yosemite changes in project scope if necessary.”</p>
3	General Authority Grant	FY17 Pre Development Program	The Foraker Group	20	<p>1) The Finance Committee approves an \$80,000 FY17 general authority grant to the Foraker Group Pre Development Program. \$10,000 is allocated from prior Trustee approved FY17 Pre development funding to provide the Trust contribution to the pooled resource available for front end discovery on Pre Development projects. \$70,000 of this approval is a reimbursable services agreement (RSA) from Alaska Housing and Finance Corporation (AHFC) to the Trust for the Pre Development Program.</p> <p>2) Trust staff are directed to bring Pre Development projects forward for approval utilizing the existing approval process for authority grants: projects under \$50,000 are reviewed and approved by the finance committee. Any project above \$50,000 are reviewed by the finance committee and if approved, forwarded with recommendation to the full board of Trustees.</p>
4	Partnership	Land Acquisition Keil Center for Adaptive Sports, Therapeutic Recreation, Education	Challenge Alaska	24	The Finance Committee recommends approval to the full board of Trustees of a \$75,000 FY17 partnership grant to Challenge Alaska for the Land Acquisition Keil Center for Adaptive Sports, Therapeutic Recreation, and Education project.
5	Partnership	Kenai Intentional Neighborhood	Hope Community Resources	31	The Finance Committee approves a \$50,000 FY17 partnership grant to Hope Community Resources, Inc. for the Kenai Intentional Neighborhood project.
6	Partnership	Establishing Associate in Arts Degree in Behavioral Health	Alaska Christian College	42	The Finance Committee approves a \$48,000 FY17 partnership grant to the Alaska Christian College for the Establishing Associate in Arts Degree in Behavioral Health project.
7	Partnership	Patient Benefits and Patient Services	Christian Health Associates	44	The Finance Committee approves a \$25,000 FY17 partnership grant request to Christian Health Associates for the Patient Benefits and Patient Services project.
8	Partnership	Behavioral Intervention Team Training	University of Alaska Anchorage	50	The Finance Committee approves a \$20,500 FY17 partnership grant to the University of Alaska Anchorage for the 2nd Care-ful Intervention Statewide BIT/Threat Coalition Conference.

MEMO

To: Larry Norene, Finance Committee Chair
From: Kevin Buckland, Chief Financial Officer
Date: December 16, 2016
Re: Annual payout transfer
Fiscal Year: 2017

REQUESTED MOTION:

The Finance Committee recommends that the full board of trustees authorize the transfer of \$20,613,000 from the Alaska Permanent Fund Budget Reserve accounts to the Mental Health Settlement Income Account to finance the FY 2017 base disbursement payout calculation. This may be fulfilled with one lump sum or multiple transfers.

BACKGROUND

The Asset Management Policy Statement (AMPS) provides for an annual payout disbursement calculation consisting of 4.25% of the rolling four-year average aggregate net asset value (NAV) of principal and budget reserve investment balances held the Alaska Permanent Fund Corporation (APFC) and the Department of Revenue.

The calculation for the FY17 payout and drawdown from APFC budget reserves is as follows:

	<i>FY Ending NAV</i>
FY 2013	\$ 454,350,603
FY 2014	500,866,741
FY 2015	500,472,541
FY 2016	484,334,872
Average NAV:	\$ 485,006,189
	x 4.25%
Payout disbursement calculation (<i>rounded</i>):	\$ 20,613,000

The payout disbursement calculation excludes investment and cash balances of other accounts (namely the Trust Authority Development Account) since the earnings from those are made available for program funding by other means.



To: Larry Norene, Chair
Finance Committee
From: Bryan Yackel
Date: 1/5/2017
Re: Yosemite Drive Utility Extension and Road Access
Improvements - Project #2014-83 - Item 1
Fiscal Year: 2017
Amount: \$485,000

Approval

Proposed Finance Committee Motion:

Proposed Motion One: *"The Finance Committee recommends that the Alaska Mental Health Trust board of trustees approve a reallocation of original budget previously approved for the expenditure of principal funds for sewer and water infrastructure improvements to and for a portion of the parcel known as Yosemite. The original Yosemite budget request was for \$900,000 and the available balance is \$485,000. The reallocation request will make the \$485,000 now available for Yosemite road access improvements."*

Proposed Motion Two: *"Following approval of Motion One, the Finance Committee recommends that the Alaska Mental Health Trust board of trustees authorize the Executive Director of the TLO to represent the Trust's interests in the Yosemite Drive Utility Extension and Road Access Improvements Project (Project #2014-83). This will include reallocations to the expenditure of the approved budget resultant to future Yosemite changes in project scope if necessary."*

Background:

Transaction/Resource: Principal Fund expenditure for a Trust Parcel improvement project formerly to include design and construction of sanitary sewer and water main line utility extensions, and now to include a water main line utility extension and road access improvements. The proposed road access improvements are in place of the utility extension for sanitary sewer. More specifically, this is a request for reallocation of previously approved budget. The prior approval allocated approximately \$415,000 for water main line utility extension and \$485,000 for sewer main line utility extension from the TADA (AKSAS fund 34045). The reallocation utilizes the same source of funding, and results in an unchanged overall budget amount, but with \$485,000 now intended for use on the construction of road access improvements to include a "bypass lane" for the section of roadway fronting Trust land on both the east and west side of Yosemite Drive. The budget for the water utility extension remains consistent with the original request. The installation of the sewer utility has been deferred to a later date for reasons further explained herein.

Property Description/Acreage/MH Parcel(s): A portion of Parcel SM-1623, (approximately 55 acres) located at the northwest and northeast corners of the intersection of Eagle River Loop Road and Yosemite Drive, Eagle River, Alaska. The parcel is legally described as a portion of the N2NE4, Section 23, Range 4 West, Township 14 North, Seward Meridian.

General Background: In calendar year 2017 the Municipality of Anchorage (MOA) intends to undergo a major road improvement project to Yosemite Drive. The Yosemite Drive Upgrade Project will upgrade Yosemite Drive to a “collector” street. Features of the upgrade will include widening the roadway, establishing adjacent paved pathways and/or sidewalks, and installing street lighting, curb and gutter. The TLO intends to capitalize on the timing of this project by extending water utilities to the Yosemite parcels concurrently with the road improvement. Additionally, the TLO intends to construct a section of “bypass lane” for northbound traffic and along the full frontage of the Trust’s land for the section fronting Yosemite Drive.

Resultant to the prior approval by the Finance Committee Meeting occurring on January 27th, 2015, \$900,000 of budget was made available for water and sanitary sewer utility main line extensions. The installation of the sanitary sewer utility has been deferred. This is attributable to the effect site development will have on the design of this system. Conceptual planning for sewer needs revolved around the work completed to date on the conceptual design of a residential housing project at Yosemite East. Given the current climate for residential construction, the land to the west of Yosemite Drive has moved up in priority with a focus on eventual commercial development. Commercial development might become the best option for both (east and west) parcels. Regardless of the eventual form of development, site topography requires that the sanitary sewer main will be a force main. Designing this infrastructure in advance of a master plan for the site(s) was deemed to be undesirable where ensuring optimal future functionality is concerned. Additionally, through collaborative planning sessions with Anchorage Water and Wastewater Utility (AWWU), who would be the grantee of the completed infrastructure, there was an impetus placed on the Trust to design a regional sanitary sewer system that could provide services for adjacent lands to the east owned by Eklutna, Inc. and the Alaska Department of Transportation & Public Facilities. Neither of these parties have near term development plans for these properties, and neither showed an interest in collaborating in design, or sharing in the cost of construction, so these were additional factors in deciding to defer the installation of sanitary sewer utilities until such time as one or both Trust sites will be developed.

Through extensive review of the design for the proposed scope of road improvements, the TLO identified the ability to expand the area and scope of improvements to make the TLO’s lands more accessible. Exhibit 1 includes the proposed extent of design to include points of access to Trust land at Yosemite East and West as well as the “bypass lane”, which will ensure future land occupants will be able to access Trust land with reduced operational conflict and/or further impact to traffic along the section of roadway fronting Trust land.

Anticipated Revenues/Benefits: Completing the water utility extensions and road access improvements concurrently with the MOA's project will result in shared project efficiencies ultimately resulting in considerable cost savings to the Trust. In addition to the cost savings, disruption to area residents is further mitigated in comparison to a scenario whereby this work is completed at some point in the future, and after completion of the MOA's project. This might also entail working in close proximity to existing underground utilities, which decreases efficiency and adds to project cost and uncertainty. The road access improvements will provide overall flexibility to the road design, which might also include additional room for future deceleration lanes needed for Yosemite East. Building a "bypass lane" as part of this project will mitigate the risk and cost of having to construct this at a later date, at which time a bike path, site lighting, curb & gutter and associative drainage piping would all need to be removed and reinstalled.

Anticipated Risks/Concerns: A key concern is the risk of spending Trust funds without an immediate return on investment. Large residential and/or commercial developments often include absorption periods in excess of five years, resulting in a holding period without revenue offsetting the expenditure. This is standard in residential and/or commercial lot development whereby all available lots in a subdivision of this size are not typically sold and/or developed in the year of subdivision development; rather they are developed in planned stages. These improvements are necessary to encourage further development of most any kind, and to maximize value of these holdings and their revenue producing potential over time.

Project Costs: The estimated not-to-exceed total project cost for the installation of these improvements is \$900,000, with approximately \$415,000 estimated for the water main line utility extension and \$485,000 estimated for road access improvements.

Other Considerations: None.

Due Diligence: The due diligence effort for this project is ongoing, and includes assisting the MOA's management team with defining the project scope. Additive alternate pricing for the water line and road access improvements will be accomplished through the inclusion of standalone bid schedules representing only the scopes of work specific to these two proposed elements of construction. The Trust will be able to evaluate the contractor pricing received by the low responsive bidder for these two elements of construction, and will then be able to make a "go or no-go decision" in advance of construction. The inclusion of these work scopes as additive alternates will enable the TLO to forego having this work completed if the budget is exceeded in comparison to the received bid pricing.

Alternatives: Two alternatives to completing this project include to do nothing, or to defer all work to a later date. In the absence of these improvements, prospective users are confronted with additional risk that may prevent a sale or lease of the property, or a diminished return on investment through the realization of a lower land value and sales price. Deferring the work to a later date might have a similar consequence whereby the lack of utility service and uncertainty in delivering the water service would make the Yosemite Drive tracts less desirable and/or a riskier option than other

“development ready” parcels. The presence of site access issues would have the same consequence. Deferring all work creates additional concern related to the anticipated construction cost escalations and level of disruption to area traffic stemming from working within the extents of a new road, which is also the only road providing access to and from the area.

Consistency with the Resource Management Strategy: The proposal is consistent with the long term “Resource Management Strategy for Trust Land” (RMS) which was adopted January 2016 in consultation with the Trust. Completing these improvements will be a value enhancing feature of this Trust real estate that serves to support the eventual highest and best use.

Trust Land Office Recommendation: The Trust Land Office recommends the reallocation of \$485,000 in budget formerly allocated to the installation of sanitary sewer infrastructure improvements now available for road access improvements.

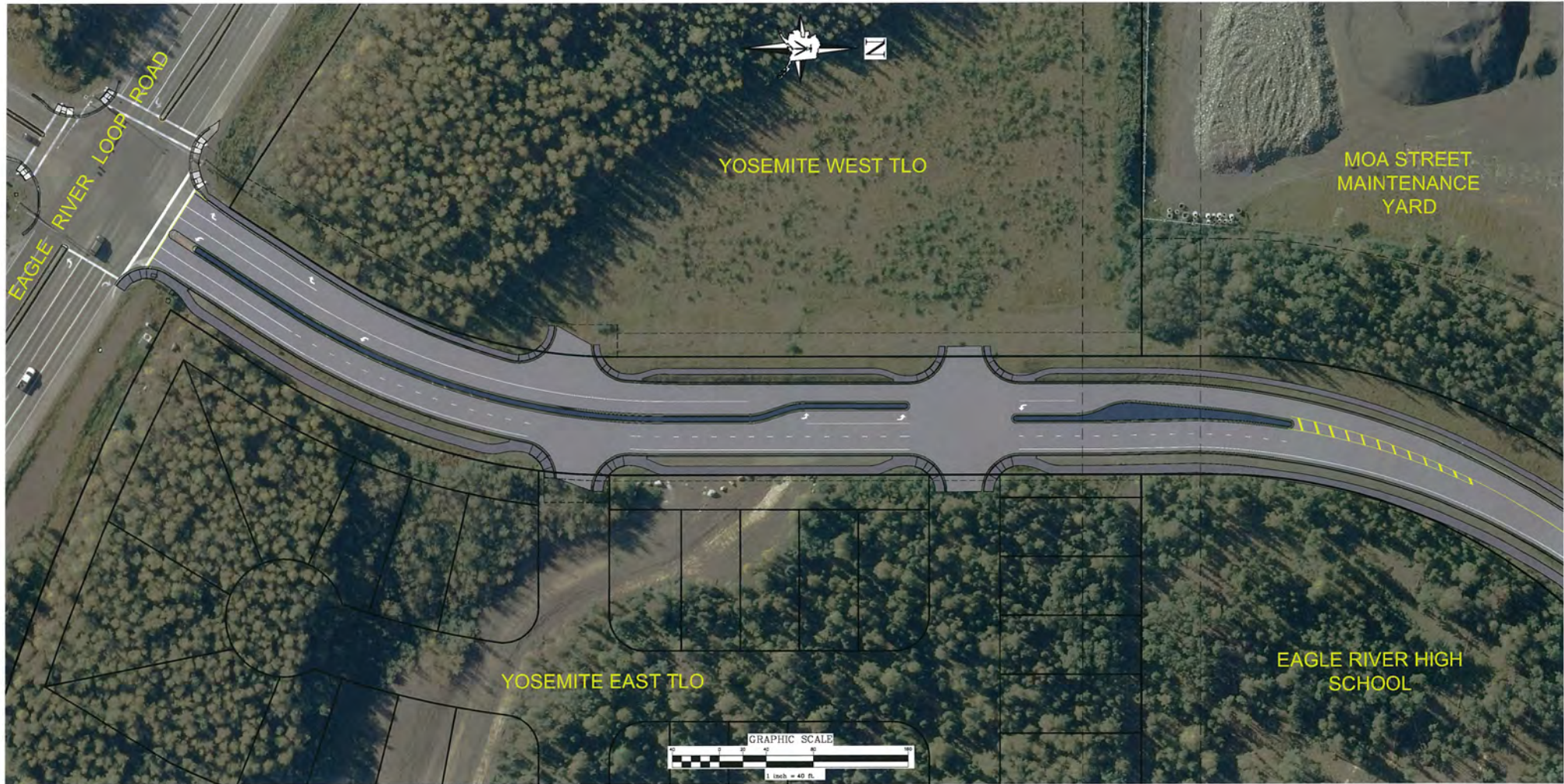
The Trust Land Office further recommends that the Executive Director of the TLO represent the Trust’s interests in the Yosemite Drive Utility Extension and Road Access Improvements Project (Project #2014-83) to ensure a successful project. This will include reallocations to the expenditure of approved budget resultant to future changes in project scope if necessary.

Applicable Authority: Applicable authorities for this consultation include 20 AAC 40.700(c) and the policies and bylaws of the Alaska Mental Health Trust Authority.

Trust Authority Consultation: This briefing document fulfills the consultation requirements that are applicable to the transaction. In the event that significant changes to the transaction are made necessary, the Trust Authority will be consulted regarding the changes.

Exhibit(s): Exhibit 1 – Proposed Scope for Road Improvements – Yosemite Drive Upgrade Project

Appendix C - Memorandum - Yosemite Drive Upgrade Project - Summary of Progress and Request for Reallocation of Funds -
created 12/8/2016



YOSEMITE DRIVE

2 LANES NORTHBOUND



MEMO

To: Larry Norene, Finance Committee Chair
Date: December 28, 2016
Re: FY17 General Authority Grant Request
Fiscal Year: 2017
Amount: \$80,000 (\$10,000 Trust Authority Grant Funds/\$70,000 Alaska Housing and Finance Corporation Funds)
Grantee: The Foraker Group, Pre Development (Pre D) Program
Project Title: FY17 Pre Development Program

REQUESTED MOTION:

- 1) *The Finance Committee approves an \$80,000 FY17 general authority grant to the Foraker Group Pre Development Program. \$10,000 is allocated from prior trustee approved FY17 Pre development funding to provide the Trust contribution to the pooled resource available for front end discovery on Pre Development projects. \$70,000 of this approval is a reimbursable services agreement from Alaska Housing and Finance Corporation to the Trust for the Pre Development Program.*
- 2) *Trust staff are directed to bring Pre Development projects forward for approval utilizing the existing approval process for authority grants: projects under \$50,000 are reviewed and approved by the finance committee. Any project above \$50,000 are reviewed by the finance committee and if approved, forwarded with recommendation to the full board of trustees.*

Assigned Program Staff: Katie Baldwin

This request is seeking trustee approval for 2 items related to Pre Development:

- 1) Approval of \$80.0 FY17 partnership to Pre D which includes the following:
 - a. \$10.0 - Trust FY17 approved Pre D funding for project discovery. This increases the amount previously authorized by trustees from \$75.0 to \$85.0 and was verbally approved at the December 12, 2016, planning committee.
 - b. \$70.0 - Alaska Housing and Finance Corporation (AHFC) Pre Development "Reimbursable Services Agreement" (RSA) to the Trust for AHFC's Pre D partnership allocation. AHFC is transferring their portion of the partnership fund to the Trust so funds can be directly granted to Pre D. This leaves \$215,000 available for Trust directed Pre D projects.
- 2) Approval to utilize the existing process for partnership funding for Pre D projects, which requires finance committee approval of proposals under the amount of \$50.0 and full board approval for those above \$50.0.

The Pre D Program is operated through Foraker, Inc. and is supported through partnership funding by Rasmuson Foundation, the Trust, Matsu Health Foundation and Alaska Housing and Finance Corporation. Pre D was originally established to assist organizations and nonprofits to appropriately plan for capital projects to ensure they have been professionally and thoroughly reviewed for organizational capacity, program worthiness, size and site, sustainability, cost and funding plan. The Pre Development Program provides a range of services including:

- Project management
- Feasibility review
- Architectural programming
- Code and condition surveys
- Site evaluations
- Engineering studies
- Concept design
- Cost estimates (construction, project & operational)
- Feasibility studies (business plans, market analysis, funding explorations)

Following the new process, individual projects will be brought forward to the finance committee for approval prior to expenditure of funds allocated for Pre Development.

Attached is the finalized memo, outlining the process of approval and criteria that must be met.

MEMO

To: Larry Norene, Finance Committee Chair
From: Katie Baldwin, Senior Program Officer
Date: December 28, 2016
Re: **Process for approval of Trust funded Pre-development projects**

During the 2016 April finance committee Trustees approved allocation of \$75.0 toward the Pre Development (PreD) core operation cost from the total FY17 PreD fund of \$300.0. Trustees requested future Trust supported projects be presented to Trustees in advance for review and approval prior to commitment or expenditure of Trust PreD funds. We have proposed allocation of \$10,000 in addition to the \$75,000 for “discovery” contractual work on potential projects. This leaves \$215,000 for actual project allocations.

The following is an outline of the internal “pre-review” process approved at the December 12th Planning Committee.

- Senior Program Officer, serves on the Pre Development Oversight Committee and serves as the main Trust contact for capital requests seeking Trust sponsorship for admission to the PreD program. Staff has primary contact with organizations and vets the project with program staff and the Trust Land Office PRI staff as appropriate to ensure the organization meets the following criteria:
 - 1) The applicant organization’s primary mission is to serve Trust beneficiaries and can demonstrate through program mission and appropriate data that beneficiaries and families are the primary target population benefitting from the service.
 - 2) The organization provides critical services to Trust beneficiaries and there is reasonable evidence of community and key partner support for the program and services provided.
 - 3) The organization has presented a business plan which articulates a viable operating model.
 - 4) There is a clear budget and timeline for the planning effort for the project.
 - 5) The organization articulates a reasonable funding plan with potential funding partners to complete future stages of design and construction.
 - 6) There are other partners engage with the program and advocate for the project.
 - 7) Other PreD funding partners are supportive of the applicant and are vested in future capital funding when aligned with individual organization mission and funding priorities

If the project meets the criteria outlined above, staff will present the project to Trustees during an appropriate finance committee meeting following the Trust approval process for authority grant requests.

Trustees will be provided an overview of the applicant that addresses the 7 items as outlined above. In the event the review of the project is exigent, staff may engage Trustees via email or schedule a teleconference to discuss the project in order to meet more immediate timing needs.

Trustees will be provided regular updates on all Trust supported PreD projects during appropriate committee meetings.

In the event Trustee's decline support of a project moving forward, no Trust funding will be allocated through the Trust's PreD fund.

MEMO

To: Larry Norene, Finance Committee Chair
Date: December 26, 2016
Re: FY17 Partnership Grant Request
Fiscal Year: 2017
Amount: \$75,000.00
Grantee: Challenge Alaska
Project Title: Land Acquisition Keil Center for Adaptive Sports, Therapeutic Recreation, Education

REQUESTED MOTION:

The Finance Committee recommends approval to the full board of trustees for a \$75,000 FY17 partnership grant to Challenge Alaska for the Land Acquisition of the Keil Center for Adaptive Sports, Therapeutic Recreation, and Education project.

Assigned Program Staff: Amanda Lofgren

The following is excerpted from the prospective grantee's application.

PROJECT DESCRIPTION

Challenge Alaska is seeking to purchase the land on which the Challenge Alaska Keil Center for Adaptive Sports, Therapeutic Recreation and Education is located. Challenge Alaska currently owns the facility which is completely paid. The facility is located on land owned by Alyeska Resort and has had a long-term lease. At the expiration of the lease the land owner is requiring Challenge Alaska to purchase the land or sell the facility to the Resort per the lease agreement.

Challenge Alaska has been serving individuals with disabilities (including Trust beneficiaries with developmental disabilities) for over 35 years through adaptive sports, therapeutic recreation and education. It is well documented that individuals with disabilities lack the access to sports, recreation and leisure opportunities that their nondisabled peers enjoy. In addition, individuals are less active, more obese and suffer in greater numbers from depression, isolation and low self-esteem. This affects their ability to be productive members of our communities and state. Challenge Alaska addresses these issues through adaptive sports, therapeutic recreation and education. Many of the individuals with disabilities Challenge Alaska serves and the programs we deliver are done so at our Keil Center for Adaptive Sports, Therapeutic Recreation and Education located in Girdwood, Alaska. Challenge Alaska desires to purchase the land the facility is located on to continue to provide adaptive sports and therapeutic recreation

Target Population

The target population is Alaskans with disabilities which include Trust beneficiaries who experience developmental disabilities, mental illness, traumatic brain injury and chronic alcoholism. Challenge Alaska serves approximately 1,000 individuals with disabilities each year. Of those one thousand clients approximately 75% are Trust beneficiaries.

Geographic Area

Although the Keil Center is located in Girdwood, Alaska Trust beneficiaries from all over the state utilize the facility and the programs Challenge Alaska offers. Approximately 90% of facility users are from Southcentral Alaska with the remaining 10% from other areas of the state.

Outcomes

Improve the lives of Trust beneficiaries and their families through adaptive sports, therapeutic recreation and education in a state of the art fully accessible facility.

Community Support

There is wide spread diverse community support for this project as evidenced by the current financial commitments to the project.

Municipality of Anchorage \$250,000

Stanley H. Reitman Foundation \$200,000

Caelus Energy \$30,000

David Hart \$30,000

Carr Foundation \$10,000

Sholton Family Foundation \$5,000

Pending Requests include:

Rasmuson Foundation

Conoco Phillips

EVALUATION CRITERIA

Challenge Alaska will collect data on Trust beneficiaries benefiting from services at the Keil Center.

Goal 1)

Challenge Alaska will serve a minimum of 500 Trust beneficiaries per year at the Keil Center. This information will be collected and tracked through our existing reporting process.

Goal 2)

75% of Alaska Mental Health Trust beneficiaries participating in Challenge Alaska programs will have documented goals in their files with regularly reported progress toward their goals. Challenge Alaska will document client goals and progress for Alaska Mental Health Trust beneficiaries participating in Challenge Alaska programs at the Keil Center. This data will be collected and tracked in existing client files through case notes recorded following activities and/or instruction.

Goal 3)

75% of Alaska Mental Health Trust Beneficiaries will self-report or secondary beneficiaries will report an improved quality of life in at least one area of functioning such as social, emotional, skill development, or mobility. Challenge Alaska will conduct an annual client satisfaction survey of beneficiaries and secondary beneficiaries for 3 years following the completion of the project.

SUSTAINABILITY

Challenge Alaska has been providing adaptive sport and therapeutic recreation programs and services in Alaska for 35 years. Those services will continue after the Trust funding ends. The funds requested from the Alaska Mental Health Trust are requested for the specific one-time purpose of helping to purchase the land that the Challenge Alaska Keil Center occupies. The purchase of the land will help ensure that Challenge Alaska's services can continue on into the future. Challenge Alaska has a broad funding base that provides for its ongoing services. Funding comes from the following sources: 31% Special Events, 24% Gaming, 19% Program Fees, 17% Donations, 9% Grants. These sources are considered to be stable and growing on into the future.

WHO WE SERVE

Benefit to Trust Beneficiaries

By participating in adaptive sports and therapeutic recreation programs offered by Challenge Alaska Trust Beneficiaries improve their physical and emotional health as well as increased socialization and community involvement. Physical and health is improved through movement and activity which increases flexibility, range of motion, strength, stamina and cardiovascular. The improvement in physical health supports improved mobility as well as mental health. Through participation socialization is increased along with community involvement creating a recurring cycle of life improvement.

ESTIMATED NUMBER OF BENEFICIARIES SERVED EXPERIENCING

Mental Illness:	130
Developmental Disabilities:	490
Substance Abuse	25
Traumatic Brain Injuries:	40
Secondary Beneficiaries(family members or caregivers providing support to primary beneficiaries):	1,370
Non-Beneficiaries:	2,500

BUDGET

Space or Facilities Costs	\$75,000.00
Space or Facilities Costs (Other Sources)	\$939,000.00
Space or Facilities Narrative:	All funds will be used for the purchase of the land occupied by the Challenge Alaska Keil Center

Total Amount to be Funded by the Trust	\$75,000.00
Total Amount Funded by Other Sources	\$939,000.00

Other Funding Sources

Municipality of Anchorage - secured	\$250,000.00
Stanley H. Reitman Foundation - secured	\$200,000.00
David Hart - secured	\$30,000.00
Caelus Energy - secured	\$30,000.00
Carr Foundation - secured	\$10,000.00
Sholton Foundation - secured	\$5,000.00
Conoco Phillips - Pending	\$14,000.00
Rasmuson Foundation - Pending	\$400,000.00
Total Leveraged Funds	\$939,000.00

3745 Community Park Loop
Suite #200
Anchorage, AK 99508
Phone: (907) 269-7960
Fax: (907) 269-7966

Trust Capital Project Questionnaire

The Alaska Mental Health Trust Authority, along with our funding partners, Rasmuson Foundation, Denali Commission and the Mat-Su Health Foundation, participate in a program that promotes early and thorough planning for capital projects called the Pre-Development Program. It is administered by The Foraker Group.

This program has demonstrated the need for a thorough examination of the health and operations of a non-profit organization before undertaking a capital project. To assist The Trust in this assessment, all applicants seeking capital funds must complete the following questionnaire and be prepared to respond to questions regarding any of the areas covered.

If you would like more information about the Pre-Development Program and how to participate, please see The Foraker Group's website at
<http://www.forakergroup.org/index.cfm/Shared-Services/Pre-Development>

Organization name: _____ Challenge Alaska _____
Contact: _____ Elizabeth Edmands-Merritt _____
Email: _____ beth@challengealaska.org _____
Phone: _____ 907-301-3641 _____

A. Organizational Issues

A1	What is your organization's core mission? How does this project fit into your core mission?	Response: Challenge Alaska improves the lives of people with disabilities, their families and the whole community through adaptive sports, therapeutic recreation and education.
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A2	Please summarize the status of your organization's strategic plan (i.e. in draft form; complete and being monitored annually, etc.) How is this project part of the plan?	Response: Complete and being monitored annually.
A3	Does this project fit into a community or regional plan or process? How?	Response: Yes it fits into the Alyeska Resort Master Plan and the Girdwood Community Plan.
A4	How many months of operating reserves do you maintain?	Response: 1 month
A5	Have you explored opportunities for collaboration with other organizations on this project? If so, how?	Response: Yes. Alyeska Resort and Girdwood Board of Supervisors

B. Program Issues

B1	What are your current services and how will the project enhance/expand your services?	Response: The Challenge Alaska Keil Center is used November through April as an adaptive ski and snowboard school. May through October the facility is used for other Challenge Alaska activities and to support other organizations that provide services to individuals with disabilities such as Adam's Camp which is an intensive interactive therapy camp for children with autism.
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C. Site Issues

C1	Has a site been identified for this project?	Response: Yes
C2	Were alternative sites fully evaluated?	Response: The facility already occupies the site and Challenge Alaska owns the facility.
C3	Has the selected site been evaluated for appropriate size, access, utilities, and environmental constraints?	Response: Yes
C4	Has a site plan been completed?	Response: Yes

C5	What is the status of site ownership?	Response: Alyeska Resort currently owns the land which the Challenge Alaska facility occupies

D. Facility Issues

D1	Explain why you need a new, expanded, or remodeled facility.	Response: Challenge Alaska is required to purchase the land by Nov. 30, 2018 by our current lease. If we fail to do so the Resort may purchase the facility from Challenge Alaska.
D2	How much total square footage do you think you will need?	Lot size is already determined
D3	Has a construction cost estimate been prepared? Who prepared it?	Response: No construction costs at this time. Strictly a land purchase

E. Financial Issues

E1	Is the full cost of the project identified?	Response: Yes in the appraisal at \$1,014.000
E2	What funding has been identified for the capital project? Please provide amounts and sources.	Response: Please see attachment
E3	How will increased operating expenses be covered?	Response: There will be no increased operating expenses. Actually our costs will be reduced by \$400 per month or \$4,800 annually which we currently pay in land lease payments to Alyeska Resort

F. Other information that helps explain your project:

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MEMO

To: Larry Norene, Finance Committee Chair
Date: December 26, 2016
Re: FY17 Partnership Grant Application
Fiscal Year: 2017
Amount: \$50,000.00
Grantee: Hope Community Resources, Inc.
Project Title: Kenai Intentional Neighborhood

REQUESTED MOTION:

The Finance Committee approves a \$50,000 FY17 partnership grant to Hope Community Resources, Inc. for the Kenai Intentional Neighborhood project.

Assigned Program Staff: Amanda Lofgren

The following is excerpted from the prospective grantee's application.

PROJECT DESCRIPTION

The project is the development of an intentional neighborhood located outside of Soldotna on a 20-acre site. Up to six, two-person assisted-living homes will be constructed on the site along with a small gathering place for socializing and the sharing of some meals; as well as trails, gardens, a barn, cabin, and equipment shed. This project will give Trust beneficiaries equal access to co-housing environments that allow greater interaction with others who share a common philosophy of life, while feeling safe in their environment.

One of the most common issues amongst families who have a child with an intellectual disability is what happens to their child when they are gone. An intentional neighborhood offers families a wider array of options that are not currently available in the state for individuals who experience intellectual disabilities. An intentional neighborhood offers families security and the knowledge that they are surrounded by other people with like interests and the understanding of the challenges associated with living with a disability. Traditional housing supports for people who experience intellectual disabilities tend to offer limited options with little or no long-term security. Currently, there are approximately 575 individuals on Hope's census alone, who live at home with their families who could choose this option, which we believe is highly desirable to many families. In addition, the intentional neighborhood will provide opportunities for microenterprises, such as beekeeping, a produce stand, etc.

The neighborhood would be fully included in the greater local community thru work, play and participation in faith communities. The intentional neighborhood would be operated under the umbrella of Hope Community Resources, but would be governed by a community council comprised of the residents and their parents.

The project has been designed as a three-phase project. As part of Phase I Hope purchased the land at a very discounted price of \$50,000 from the Salamatof Native Association, who are very supportive of our agency and this project. The floor plans for the proposed homes have been completed and paid for by Hope at a cost of \$30,000. The road and site design and platting have been completed thanks to a \$25,000 grant from the Reitman Family Trust. Our next step in Phase I is site development. Funding in the amount of \$200,000 for this portion of Phase I has been secured from the Reitman Family Trust and we are in the process of moving forward on this portion of Phase I. Up to six homes will be built. Of those, five will be assisted living homes and one a supported living environment with two apartments. Each assisted living home would be home to two beneficiaries and their live-in staff. The apartments would house one individual each. A total of 12 people who experience an intellectual disability would be served in this community. One site is being reserved for later development and leasing to a community member(s) interested in the same values as the intentional neighborhood.

Timeline for completion is:

Phase I: Site Purchase and Preparation for Homes (cost of \$489,000) - June 2017

Phase II: Construction of Homes (cost of \$1,500,000) - June 2018

Phase III: Site Preparation and Construction of Out Buildings and Trails (cost of \$808,000)
- June 2019

We are requesting funding from the AMHTA for Phase I of this project.

EVALUATION CRITERIA

Measure #1 - Each phase of the project will be completed on time and within budget.

Measure #2 - A minimum of 12 individuals who experience intellectual disabilities will be moved into the intentional neighborhood by June of 2018.

Measure #3 - 100% of the families of the individuals living in the intentional neighborhood will feel their child is safe and secure in their new living environment.

Measure #4 - 100% of the individuals living in the intentional neighborhood will demonstrate an improved quality of life and a greater connection with their neighbors within their first year of residence.

SUSTAINABILITY

The operating expenses will be covered by those residing within the intentional neighborhood through their Medicaid funding. The overhead expenses will be funded through the cost of care (rent) that each resident, as well as Hope's live-in staff, will pay on a monthly basis. The use of restricted funds and grants will always be looked at for the unexpected expense items that may arise.

WHO WE SERVE

Over the past five years we have worked with the families of individuals who experience an intellectual disability to identify what the intentional neighborhood should look like and what the ultimate desired outcomes would be. As such, the project has been presented to the Governor's Council on Disabilities & Special Education, Alaska Association on Developmental Disabilities and to the leadership of Senior and Disability Services. Our work with these groups has allowed us to further refine and define the intent of the project. While some people have a negative concept of an intentional community; however, all seem to recognize the importance of having a sense of belonging and a sense of purpose with others. Our work with these agencies has assisted us in clarifying the uniqueness of this project and how it establishes itself as an inclusive opportunity allowing for natural or unpaid supports, while establishing an opportunity for multi-generational advocacy. Work sessions with these agencies have also allowed the families developing the concept to align their thinking with outcomes valued within the field of disabilities.

ESTIMATED NUMBER OF BENEFICIARIES SERVED EXPERIENCING

Developmental Disabilities:	12
Secondary Beneficiaries(family members or caregivers providing support to primary beneficiaries):	70
Non-Beneficiaries:	50

BUDGET

Other Costs	\$50,000.00
Other Costs Narrative:	Installation of utilities, electricity and natural gas, to property being developed for intentional neighborhood.

Total Amount to be Funded by the Trust	\$50,000.00
Total Amount Funded by Other Sources	\$2,747,000.00

Other Funding Sources	
Hope Community Resources	\$330,000.00
Reitman Family Trust	\$225,000.00
Alaska Housing and Finance Corp.	\$1,500,000.00
Rasmuson Foundation	\$330,000.00
M.J. Murdock Charitable Trust	\$300,000.00
Gift Pledges and Cash	\$62,000.00
Total Leveraged Funds	\$2,747,000.00

3745 Community Park Loop
Suite #200
Anchorage, AK 99508
Phone: (907) 269-7960
Fax: (907) 269-7966

Trust Capital Project Questionnaire

The Alaska Mental Health Trust Authority, along with our funding partners, Rasmuson Foundation, Denali Commission and the Mat-Su Health Foundation, participate in a program that promotes early and thorough planning for capital projects called the Pre-Development Program. It is administered by The Foraker Group.

This program has demonstrated the need for a thorough examination of the health and operations of a non-profit organization before undertaking a capital project. To assist The Trust in this assessment, all applicants seeking capital funds must complete the following questionnaire and be prepared to respond to questions regarding any of the areas covered.

If you would like more information about the Pre-Development Program and how to participate, please see The Foraker Group's website at <http://www.forakergroup.org/index.cfm/Shared-Services/Pre-Development>

Organization name: Hope Community Resources, Inc.

Contact: Kris Jez

Email: kjez@hopealaska.org

Phone: 907-433-4910

A. Organizational Issues

A1	What is your organization's core mission? How does this project fit into your core mission?	Response: To provide services and supports to Alaskans who experience intellectual, developmental or other physical disabilities, traumatic brain injury or mental health issues that lead to full and inclusive lives in the community of ones choice.
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		Many parents with children experiencing disabilities share a common concern, "what will happen to my son or daughter when I am gone?" Safety and security for children is important for all of us and are core values in Hope's service delivery philosophy. The Kenai Intentional Neighborhood will provide an alternative living environment for trust beneficiaries who are seeking a place to call home where they know they are safe and secure and surrounded by people who know and understand them fully.
A2	Please summarize the status of your organization's strategic plan (i.e. in draft form; complete and being monitored annually, etc.) How is this project part of the plan?	Response: We are in the process of updating our agency strategic plan and projecting out through fiscal year 2019. It should be finalized by January 1, 2017. The plan is monitored on an ongoing basis by the executive management and through reports to the board of directors. This project has been a part of the agency's strategic plan for the past two years and is carried forward through our 2019 plan as part of service enhancement and accountability of administrative practices.
A3	Does this project fit into a community or regional plan or process? How?	Response: This project is supported by the Kenai Community Regional Team (CRT), which is a long standing advisory committee associated with Hope. The Kenai CRT provides oversight regarding development and implementation of services and supports throughout the greater Kenai Region. The team is comprised of parents, advocates and concerned community members from Kenai and Soldotna.
A4	How many months of operating reserves do you maintain?	Response: One month.
A5	Have you explored opportunities for collaboration with other organizations on this project? If so, how?	Response: This project is in direct response to decades of parents asking the question "what will happen to my son or daughter when I am gone?" As such it has been presented to the Governor's Council on Disabilities & Special Education, the Alaska Association on Developmental Disabilities and to the leadership of Senior and Disability Services. Our work with these groups has allowed us to further refine and define the intent of the project. Many people have a negative concept of an intentional community; however, all seem to recognize the importance of having a sense of belonging and a sense of purpose with others. Our work with these agencies has assisted us in clarifying the uniqueness of this project and how it establishes itself as an inclusive opportunity allowing for natural or unpaid supports, while establishing an opportunity for multi-generational advocacy. Work sessions with these agencies have also allowed the families developing the concept to align their thinking with outcomes valued within the field of disabilities. Hope has collaborated with the Salamatof Native Association in regards to the purchase of the property, as well as the Reitman Family Trust regarding funding for Phase I of the project. Alaska Housing and Finance Corporation has committed to financing the construction of the actual homes. We are also collaborating with the Rasmuson Foundation and the M.J. Murdock Trust regarding funding for Phase III of the project.

B. Program Issues

B1	What are your current services and how will the project enhance/expand your services?	Response: Our current services include individualized recreational and vocational service, supported and assisted living, in-home supports, respite and behavioral and mental health supports. The Kenai Intentional Neighborhood will add an additional living environment option for families that can facilitate long-term relationships and increased natural supports because of its structure. The neighborhood will function as a co-operative housing setting with an advisory board comprised of advocates and support recipients. Hope will interface with this advisory group with the provision of operating and capital budgets implemented with the oversight of the cooperative. This neighborhood will allow for direct control and the development of long-term advocates.
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C. Site Issues

C1	Has a site been identified for this project?	Response: Yes, identified and purchased at a very discounted price from the Salamatof Native Association, as they are very supportive of our program and this concept.
C2	Were alternative sites fully evaluated?	Response: Yes. Hope reviewed potential sites in the Mat-Su Valley and Anchorage as well; however, there was a consensus by the founding families that the site be located in the Kenai/Soldotna area.
C3	Has the selected site been evaluated for appropriate size, access, utilities, and environmental constraints?	Response: Yes. The 20-acre site already has a plat map demonstrating approximately 10-acres to be utilized for access roads and home sites with an additional 10-acres available for recreational use. Roads, utilities and home construction outcomes have all been reviewed with appropriate municipal, fire and safety officials.
C4	Has a site plan been completed?	Response: Yes
C5	What is the status of site ownership?	Response: Owned outright

D. Facility Issues

D1	Explain why you need a new, expanded, or remodeled facility.	Response: Families are looking for environments that allow for multi-generational oversight for their children that is independent of providers and other paid supports.
D2	How much total square footage do you think you will need?	As this is a multi-unit project, square footage is based on each living unit. Each home is approximately 2,000 square feet allowing for adequate living space for two support recipients and live-in supports. The out buildings will be designed to accommodate the interests of all the residents of the neighborhood.
D3	Has a construction cost estimate been prepared? Who prepared it?	Response: Yes. Larson Engineering & Design, P.C.

E. Financial Issues

E1	Is the full cost of the project identified?	Response: Yes. Phase I - \$489,000; Phase II - \$1,500,000; Phase III - \$808,000 for a grand total of \$2,797,000.
E2	What funding has been identified for the capital project? Please provide amounts and sources.	Response: \$330,000 Hope Community Resources (secured) \$225,000 – Reitman Family Trust (secured) \$4,000 – Cash Donations (secured) \$58,000 – Pledges (secured) \$330,000 – Rasmuson (LOI submitted) \$300,000 – M.J. Murdock Charitable Trust (LOI accepted)
E3	How will increased operating expenses be covered?	Response: The operating expenses will be covered by those residing within the intentional neighborhood through their Medicaid funding. The overhead expenses will be funded through the cost of care (rent) that each resident, as well as Hope's live-in staff, will pay on a monthly basis. The use of restricted funds and grants will always be looked at for the unexpected expense items that may arise.

F. Other information that helps explain your project:

	Money being requested from the Trust allows us to complete phase I and move into Phase II, the construction of the homes, which is being funded through the Alaska Housing and Finance Corp.
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To Alaska Mental Health Trust Authority:

I am writing for my daughter Emma Coup. Emma is 17 year old soon to be 18 on June 9, 2017. She has Angelman Syndrome, which is a partial deletion of the 15th chromosome. Angelman Syndrome affects Emma in many ways, she does not have the ability to speak, seizures are controlled with medication and Emma will always need to live with someone who can take care of her daily needs and make sure she is safe. The positive impacts are she is a very happy and social individual. She loves music, swimming, watching movies with peers and riding 4 wheelers and snow machines.

The Intentional Neighborhood would mean everything to Emma and her parents, Joe and Cynthia Coup. For Emma to possess the life long security and stability of a home with her, the addressee, will be of vital importance to the security of her future. We have always had one goal for Emma, to have a permanent home. As parents of a challenged individual, there is no greater comfort than knowing your child will have a place to call home when her parents are deceased.

Emma was born in Soldotna and she is well ingrained in this community. She is constantly out and about doing her therapies and going to all the stores working on living skills. When I go out in the community with her people are constantly coming up to her to say hi. She knows more people than I do, it warms my heart to know she is accepted in Soldotna and loved.

As one of the founding families of the Intentional Neighborhood, knowing Emma well, we have been blessed to partake in the guidelines established for said neighborhood. Therefore, we foresee Emma living with her peers who like the same kind of lifestyle. Enough property has been accrued to have gardens, walking trails and a nice gathering place to have dinners, listen to music, create art, watch movies and generally socialize, which for Emma is everything.

The location is perfect only 7 min to Soldotna where she can work, go to the pool, ride her bike on the bike path and meet up with friends for movies, shopping or dining out.

Thank You for your time,
Respectfully Joe and Cynthia Coup

November 21, 2016

Alaska Mental Health Trust Authority
3745 Community Park Loop, Suite 200
Anchorage, Alaska 99598

Re: Letter of Support for Intentional Neighborhood

Dear Trustees,

I am writing to you to ask for your consideration to help me and 11 other families create a safe, nurturing and person centered neighborhood for our loved ones that experience intellectual and developmental disabilities.

Our family driven group has been working for several years to develop this intentional neighborhood for our adult children. This community would not only provide a safe and stable environment for our family members, but would create ample opportunities for self enrichment. From micro enterprise businesses (with mentors from the Kenai area), consistent long term care, and a family atmosphere that will provide an additional safety net for my daughter, Harley, after I am gone.

This neighborhood would also provide many wonderful life experiences for Harley. She loves to be outside and in this rural, 20 acre setting, she would have access to trails, gardens and animals. One of her strengths is her love of animals. This is the perfect environment for her to explore a way to turn that love into a career. Maybe it will be beekeeping or raising chickens to sell the eggs and honey at the farmers market. Maybe she will open a doggie daycare...who knows, but she will be in the right setting to figure it out.

Your funding would help us provide a much fuller, person centered home for our loved ones.

Sincerely,

Mallory and Jim Hamilton
1435 H St
Anchorage, AK 99501
907-250-3949

November 4, 2016

Alaska Mental Health Trust Authority
3745 Community Park Loop, Suite 200
Anchorage, Alaska 99598

Re: Letter of Support for Intentional Neighborhood

Dear Trustees

A group of families began the journey to create an intentional neighborhood for our adult children several years ago. We have invested lots of time and energy to make this dream for our loved ones a reality because we believe it is in our children's best interest. Our intentional neighborhood is an ideal way to provide security and stability after we have passed and are no longer able to provide for their oversight and care.

Having a "neighborhood" in a rural environment which allows for trails, animals, and gardens ensures our daughter, Kara, the best opportunity for growth and best fits her strengths interests.

Your funding would help us to make our dream for daughter a reality. We believe the intentional neighborhood will serve as a template for a more person-centered service system in Alaska.

Thank you for your consideration of our request. We hope you will see the benefit our daughter and other intentional neighborhood residents will receive from your support.

Sincerely,

Mark and Kathy Fitzgerald
P.O. Box 3192
Soldotna, Alaska 99669

Subject: Intentional Neighbor

Date: Tuesday, November 22, 2016 at 8:49:41 AM Alaska Standard Time

From: SUSAN L STAFFORD

To: Kris Jez

Dear Kris Jez:

I want to thank you for your support and money dictated to our neighbor.

My son Elijah will be living in on of the homes.

He is very excited about his new home and the friends that will be close and they can get together more often.

Thank you Susie and Elijah Stafford

MEMO

To: Larry Norene, Finance Committee Chair
Date: December 26, 2016
Re: FY17 Partnership Grant Request
Fiscal Year: 2017
Amount: \$48,000.00
Grantee: Alaska Christian College (ACC)
Project Title: Establishing Associate in Arts Degree in Behavioral Health

REQUESTED MOTION:

The Finance Committee approves a \$48,000 FY17 partnership grant to the Alaska Christian College for the Establishing Associate in Arts Degree in Behavioral Health project.

Assigned Program Staff: Katie Baldwin

The following is excerpted from the prospective grantee's application.

PROJECT DESCRIPTION

ACC is requesting implementation of phase two of a program to initiate an Associate in Arts Degree in Behavioral Health to serve Alaska Native beneficiaries and others. This grant proposal seeks support for one-half of the cost of hiring a department head over the next two years. Phase one included the preparation and curriculum development for the two-year degree program aimed at educating Alaska Natives for serving Alaska Natives, which the Trust provided a grant to enable ACC to secure a curriculum specialist to develop the behavioral health curriculum for the AA degree. Phase two includes all costs associated with salary, benefits, and training associated with the startup of this new degree program. We are proposing a partnership with the Trust to split these costs over a two-year period.

The problem being addressed is the lack of Associate in Arts degree offerings in Alaska for rural students who wish to work in the area of behavioral health. ACC meets that problem head on with the initiation of a new AA degree to be offered at its campus in Soldotna. The target population is rural Alaska Natives and others who would benefit from training and preparation through the current college offerings as an accredited and authorized college in the state. The target population extends across the entire state with focused efforts on rural villages and the Alaska Native population where our students live. Expected outcomes include:

- Graduates of an Associate in Arts degree in behavioral health

- Employment opportunity for the graduate as they return back to their village
- Healthier and applicable knowledge for beneficiaries' personal lives, strategies for their healing, and health care for provider as well as recipients
- Ability for student to transfer their degree to a Bachelor's degree, or to take a next step for them in certifications or higher education.

Trust beneficiaries will be both the student and the recipients of their behavioral health work. The far majority of ACC's rural Alaskan students are beneficiaries of the Trust as they have been victims of many kinds of abuse and pain from their recent lives. Between 50-75% of the students attending ACC are receiving professional counseling services through New Hope Counseling Center.

The time frame for initiating the degree is fall of 2017; with the first potential graduates in May 2019. Some students will already be in the pipeline towards this degree when the AA degree is instituted for possible earlier degree completion. Community support for this project comes mainly from the rural villages that are without behavioral health workers across the state and are asking for workforce development in this area. All beneficiaries of the Trust will benefit from behavioral health services offered by graduates of the AA degree.

EVALUATION CRITERIA

Project success will be measured by the number of students graduating from ACC's Associate in Arts in Behavioral Health and then entering the workforce in a behavioral health system somewhere in the state. Documentation will be provided through the demonstration of the number of AA degree graduates following three years of implementation of the program. An average State of Alaska AA degree takes an average of three years to graduate. It is desired that after the first three years, five students will have graduated. This is the average number of graduates for other ACC Associate degrees. Following degree completion, it is hoped that one-half of those graduates will begin working in the mental health field.

It is unknown how many beneficiaries will be served through those who complete their degrees and enter the workforce as mental health workers as this program has never been attempted before through ACC. It is greatly hoped that in the coming years that dozens, then hundreds, of beneficiaries are assisted through the roles our graduates have in serving among Alaska Native peoples.

SUSTAINABILITY

Alaska Christian College has committed one-half of the resources required to provide funding for the Behavioral Health department head position over the first two years (\$48,000), in hopes that the Trust will match it. As the degree grows, students matriculate, and degrees are granted, the interest in the program will grow and the number of tuition paying students will provide for the department head's funding. Funds will come from the general operating budget of the College in perpetuity. The potential financial partnership of the Trust and ACC together, each providing one-half of the funding for the first two years, will allow the stability of funding to occur. In subsequent years, it will take the minimum of five graduating students per year to continue to provide adequate funding for the program to continue. If that does not occur, ACC is prepared to use reserve funding and/or general funds to maintain the program for years to come.

WHO WE SERVE

Across Alaska there is a low number of mental health workers compared to the great need that exists, especially in rural Alaska. The students of ACC, when graduated with an AA degree in Behavioral Health, will be equipped at the basic level to enter into the mental health system. They will directly impact the Trust's beneficiaries as they come to received services offered through their local mental health system. The focus on this project relates to all beneficiaries of the Trust. They will be better off as mental health will be provided and cared for by ACC Native students who will also be working in rural villages and other places that serve other Native peoples. A further benefit is that many of these AA graduates, while entering at an Aide 1 level, will be able to further develop their level of care as they progress towards higher certifications, reaching more beneficiaries.

ESTIMATED NUMBER OF BENEFICIARIES SERVED EXPERIENCING

Number of people to be trained	25
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BUDGET

Personnel Services Costs	\$48,000.00
Personnel Services Costs (Other Sources)	\$48,000.00
Personnel Services Narrative:	Salary and Benefits for one Master's degree professor and department head for the Associate in Arts degree in Behavioral Health- \$24,000 for each of two years for a total of \$48,000. Alaska Christian College will be matching the grant with \$24,000 for each year's grant provided by the Trust for an additional \$48,000. The total salary and benefits over a two-year period is \$96,000.

Total Amount to be Funded by the Trust	\$48,000.00
Total Amount Funded by Other Sources	\$48,000.00

Other Funding Sources

Alaska Christian College	\$48,000.00
Total Leveraged Funds	\$48,000.00

MEMO

To: Larry Norene, Finance Committee Chair
Date: December 26, 2016
Re: FY17 Partnership Grant Request
Fiscal Year: 2017
Amount: \$25,000.00
Grantee: Christian Health Associates
Project Title: Patient Benefits and Patient Services

REQUESTED MOTION:

The Finance Committee approves a \$25,000 FY17 partnership grant request to Christian Health Associates for the Patient Benefits and Patient Services project.

Assigned Program Staff: Amanda Lofgren

The following is excerpted from the prospective grantee's application.

PROJECT DESCRIPTION

Anchorage Project Access (APA) is requesting funding from the Trust for client services and benefits for eligible patients that include but are not limited to: pharmacy; transportation; interpreter services and assistance with Medicaid and Affordable Care Act insurance enrollments. The mission of Anchorage Project Access is to increase access to health care for low-income uninsured members of our community by using a volunteer network of providers working in a coordinated fashion to create a compassionate, respectful, equitable, accountable and efficient program of necessary services for those in need.

APA is the only organization in Alaska that coordinates donated health care to the medically underserved. Due to changes in health care, APA has evolved and is assisting clients with applying for the Affordable Care Act or Medicaid. Two APA employees are Certified Application Counselors (two of eight in Anchorage). APA outreaches weekly at Beans Café, St. Francis House, Food Pantry, and the Municipality of Anchorage DHHS assisting with applicable health care enrollments.

By law, all patients eligible for insurance on the marketplace are required to apply. If insurance premiums are over 8% (personal policies) or 9.5% (employee policies) of the client's gross income, they are eligible for APA services. Additionally, APA board of directors recently stated all urgency one- and two-level clients applying for Medicaid, will be enrolled in APA in order to expedite their medical care. Once Medicaid is active and usable, the provider is notified.

APA demographics based on clients served in 2015, is the Caucasian female 50-59 years of age. While many are unemployed, 31% are employed full- and part-time or are self-employed.

The strong relationship with the Trust's beneficiaries remains with the homeless population. Our current data indicates over 48% of our clients are homeless or "at risk." This is a 6% increase from last year.

APA offers eligible clients an \$800 per year pharmacy benefit. APA also offers interpreter services when needed as well as transportation for general surgeries; orthopedics and physical therapy. We also assist with transportation for appointments when needed.

Because of the reporting structure from the local hospitals, it is problematic to report on outpatient and inpatient statuses. However, for 2015, 245 clients received treatment and 395 were enrolled and eligible for services. Additionally, over \$4.4 million in donated care was documented and the ratio of donated care to program costs was 9:1 indicating for every dollar spent to run and manage the project over \$9 of medical care was donated. Estimated value of donated care from January 2006 through September 2015 is over \$44 million from the APA volunteer network of providers.

APA has recently expanded into the dental arena and has structured our project after an eight-year "pay it forward" model from Battle Creek, Michigan. Local dentists volunteer procedures and, excluding emergencies, clients are required to perform community service based on \$100 per hour prior to the procedure being implemented. The medical model is the opposite whereas the client performs 20-hours of community service after their medical need has been completed. Since the dental project is new, there is no current data to share at this time.

EVALUATION CRITERIA

For report year 2015, 245 patients received treatment and 395 patients were enrolled and eligible for services. Additionally, over \$4.4 million in donated care was documented. In 2015 the ratio of donated care to program costs was 9:1 indicating for every dollar spent to run and manage the project over \$9 of medical care was donated. Data derived internally from Health & Wellness surveys during previous 6-months indicate: poor physical health days decreased 45.6%; poor mental health days decreased by 41.7%; 100% had a primary care home: 72.4% at the community health center and residency and 27.6% at other primary care facilities; 42.8% were employed at completion versus 39.2% at entrance of the project.

As mentioned previously, the APA eligibility specialist outreaches in the community to assist and enroll clients in Anchorage Project Access, Medicaid or the Affordable Care Act. During report year 2015, APA assisted 1,087 clients with Medicaid and the ACA. Included in this number are 305 completed enrollments are 213 clients who were enrolled and selected health plans. It normally takes one hour to enroll for Medicaid and one-two hours for insurance with the ACA. Translators are typically required. The exception to the data stated above is during the ACA open enrollment period. During that time, these numbers increase 50-60%.

SUSTAINABILITY

It is our ongoing intention to serve the underserved in our community for as long as there is a need. Should the Trust's partnership end, we hope to maintain our funding with our critical partners: Providence Health & Services Alaska; United Way of Anchorage; State of Alaska DHSS; Municipality of Anchorage - while continuing to build relationships with the business, corporate and individual entities.

WHO WE SERVE

As stated in the project description, the relationship of APA to the Trust's beneficiaries is with our homeless population. Over 48% are homeless or "at risk" -- a 6% increase over last year. During report year 2015, staff enrolled 119 trust beneficiaries in APA. While behavioral health is not a specialty in the Project Access model, the APA care coordinator maintains records for active patient's behavioral health issues.

ESTIMATED NUMBER OF BENEFICIARIES SERVED EXPERIENCING

Trust Beneficiaries Served (All groups)	395
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BUDGET

Personnel Services Costs	\$13,500.00
Personnel Services Costs (Other Sources)	\$349,144.00
Personnel Services Narrative:	Eligibility Specialist - salary and benefits. \$13,500 from the Trust; \$33,091 from other sources. Other positions not covered in this request are: Administrative Assistant - \$37,162 Executive Director - \$103,584 Operations Manager - \$66,109 Patient Care Coordinator \$53,038 CHA ED, CFO, IT \$56,160

Travel Costs	\$300.00
Travel Costs (Other Sources)	\$1,950.00
Travel Narrative:	Local mileage (eligibility specialist travels locally each week to assist in ACA and Medicaid enrollments) \$200 from the Trust; \$1,800 from other sources Patient transportation assistance - \$100 from the Trust; \$150 from other sources

Space or Facilities Costs	\$200.00
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Space or Facilities Costs (Other Sources)	\$8,801.00
Space or Facilities Narrative:	<p>Telephone/internet - \$200 from the Trust; \$7,800 from other sources</p> <p>Facility maintenance - \$0 from the Trust; \$1,000 from other sources</p> <p>Facility rental - \$0 from the Trust; \$1 from other sources</p>

Supplies Costs	\$500.00
Supplies Costs (Other Sources)	\$20,323.00
Supplies Narrative:	<p>Postage - \$100 from the Trust; \$3,223 from other sources</p> <p>Routine Office Supplies - \$400 from the Trust; \$11,600 from other sources</p> <p>Meeting expenses - \$0 from the Trust; \$3,500 from other sources</p> <p>Printing - \$0 from the Trust; \$2,000 from other sources</p>

Equipment Costs	\$0.00
Equipment Costs (Other Sources)	\$4,600.00
Equipment Costs Narrative:	Equipment and maintenance (computers, printers, fax, projector) - \$0 from the Trust, \$4,600 from other sources

Other Costs	\$10,500.00
Other Costs (Other Sources)	\$134,164.00
Other Costs Narrative:	<p>Pharmacy benefits for patients - \$10,000 from the Trust; \$29,000 from other sources</p> <p>Interpreter Services - \$300 from the Trust; \$1,700 from other sources</p> <p>Dental benefits for patients - \$200 from the Trust; \$800 from other sources</p> <p>Contract labor - \$0 from the Trust; \$20,000 from other sources</p> <p>Data management services - \$0 from the Trust; \$8,000 from other sources</p> <p>Consulting services - \$0 from the Trust; \$6,600 from other sources</p>

	<p>Information technology - \$0 from the Trust; \$11,670 from other sources</p> <p>Marketing, recruitment and retention - \$0 from the Trust; \$43,600 from other sources</p> <p>Other (audit, human resources, misc.) - \$0 from the Trust; \$12,794 from other sources</p>
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Total Amount to be Funded by the Trust	\$25,000.00
Total Amount Funded by Other Sources	\$518,982.00

Other Funding Sources	
Providence Health Services Alaska - secured	\$100,000.00
United Way of Anchorage - FY17 secured, FY18 pending	\$21,400.00
State of Alaska DHSS - FY17 secured, FY18 pending	\$250,000.00
Municipality of Anchorage - pending	\$20,000.00
United Way of Anchorage (Dental) - Secured	\$25,662.00
Fundraising Event - pending	\$60,000.00
Other Private Donors - pending	\$41,920.00
Total Leveraged Funds	\$518,982.00

MEMO

To: Larry Norene, Finance Committee Chair
Date: December 27, 2016
Re: FY17 Partnership Grant Request
Fiscal Year: 2017
Amount: \$20,500.00
Grantee: University Of Alaska Anchorage
Project Title: Behavioral Intervention Team Training

REQUESTED MOTION:

The Finance Committee approves a \$20,500 FY17 partnership grant to the University of Alaska Anchorage for the Behavioral Intervention Team Training.

Assigned Program Staff: Katie Baldwin

The following is excerpted from the prospective grantee's application.

PROJECT DESCRIPTION

The proposed UA Statewide 2nd Care-ful Intervention Conference for Behavior Intervention Teams (BITs) focusing on case management and intervention certification will provide all teams across the UA system the benefit of obtaining nationally-recognized best practice certification for behavior intervention teams. Currently, no teams are certified. UA Statewide has purchased a shared database for behavioral intervention, Title IX, and Conduct Cases for use on all campuses - Spring/Summer 2017. Currently the database is in use by UAF, but is slated to be implemented statewide this year. This certification will provide common practice, language and processes for the prevention of crisis for Trust beneficiaries experiencing mental illness, substance use disorders, developmental disabilities and traumatic brain injuries as well as the other students throughout the state while creating the best opportunity for statewide collaboration.

Educators are not always well versed in how to manage complicated student issues such as mental health, substance use disorders, cognitive impairments or suicidal/homicidal crisis that occur in or around the education setting. "Because each incident of school violence is different, lethal school violence cannot be eliminated using a single approach. However, research on school-associated violent deaths has described patterns in the timing of violent events and the characteristics of incidents and behaviors that precede violence (e.g., bullying experiences, suicidal ideation, and a high prevalence of threats and warning signs) that could be targets for

prevention measures (1,5--7)" (School-Associated Student Homicides --- United States, 1992--2006. (2008, January 18). Morbidity and Mortality Weekly Report, 58(02), 33-38.

Behavior Intervention Case Management and Intervention is an effective tool for educators K-12 to College and Universities. As our state has recognized the need for active shooter training at all levels through [ALICE training](#) (Alert, Lockdown, Inform, Counter, Evacuate) in K-12 and Run, Hide, Fight training at UAA the Case Management and Intervention Certification will provide comprehensive training to stakeholders in the UA College system and local K-12 school districts to prevent as much school violence and crisis as possible. This is an optimum time for the Trust to invest in the statewide prevention and training efforts utilizing the lead trainer in Behavioral Intervention Teams Best practices, Brian Van Brunt, Ed.D. of the National Behavioral Intervention Association and their certification course on Case Management and Intervention.

The program offers the following training:

- Fundamental principles of case management including documentation and records
- Foundational skills on de-escalating crisis events
- Handling mental health crisis events
- Initial intake forms and informed consent paperwork to outline scope and limits of relationship
- Discussing communication and information sharing with others
- Building Rapport, establishing Alliance, and creating a working relationship
- Assessing and managing mental health crisis, suicidal students, substance abuse/dependence
- Referral and engagement with community and statewide resources
- Approaches to engage a student, create change, help students create and stick to a plan

The area of students being served will be statewide, all UA campuses, satellite campuses and corresponding K-12 school districts who choose to participate. The expected outcomes are increased support to students who are displaying distress; increased competence and intervention techniques for staff; statewide coordination and collaboration; increased retention or transitioning students to more appropriate services, education or vocational opportunities and referrals/coordination with statewide community resources.

Within the UA University system there is great support and increased investment in Behavioral Intervention. As part of a long term effort to enhance the state's capacity to prevent school-based violence, the University supported this effort earlier in 2016 by sponsoring the first round of team trainings across three campuses. Additionally, UAA has invested in a data base which will enable the university to track interventions across campuses. As the UA system transitions to a new unified database it makes sense to build common language, processes, and approach toward serving students and keeping the community safe.

Many of the students who act out in distressing and potentially dangerous ways have co-occurring disorders such as a mental illness, traumatic brain injury, substance use disorders, and/or developmental disabilities. Trust beneficiaries have been a major focus of our current outreach and this training will ensure we have the skills to address the whole student.

EVALUATION CRITERIA

For two years immediately following the training, each participant will be contacted, at the end of each semester. Each participant will be asked through a short survey, the following key questions:

- 1) Of the clients you served this year how many could be classified as Alaska Mental Health Trust beneficiaries? (Trust Beneficiaries include individuals experiencing mental illness, substance use disorders, developmental disabilities, and traumatic brain injuries).
- 2) During this semester, how would you rate how much you spent using the skills or competencies provided from the Intervention Conference regarding case-management and intervention?
- 3) During the last quarter, please rate how often you networked or consulted colleagues to provide services or referrals with the students you served?
- 4) During the last quarter, please rate how the skills you learned improved the quality of life/or problem management for students you served?
- 5) List the skills or interventions that you used most often with your students?
- 6) List areas you would like additional training regarding skills or competencies additional skills for serving these students.

SUSTAINABILITY

Remaining certified in Behavioral Intervention Case Management and Interventionist is affordable. Individuals are required to accrue 12 continuing certification credits in a 2-year period. Most of these training can be done via National Behavioral Intervention Team Association (NaBITA) on the program. Each webinar is affordable with a cost ranging from \$350 to \$400; and can be viewed by as many certified case managers as can attend one site. NaBITA does not charge for the certification documents and tracking like most state licensures or certifications do through their licensing boards; instead NaBITA requires continuing certification credits and then will issue the certification document after the initial qualifying training and continuing certification credits are completed.

WHO WE SERVE

The 2nd Care-ful Intervention Statewide BIT/Threat Conference allows the UA Behavioral Intervention Teams (BITs) to be highly trained and to work with the broader campus community to identify and respond to students whose behaviors are identified and cause concern. BIT members work with students in a caring and focused manner with the goal of redirecting behavior for positive outcomes: contributing to a safe and healthy campus community and staying focused on educational goals. Trust beneficiaries would benefit by early detection of barriers in their learning environment and prevent distress and failure due to behavioral issues. The purpose of BITs are to train the larger community (students, staff, and faculty) to identify potential issues and refer students to services which will assist them toward positive outcomes and recovery; all of which will help the student successfully remain in school and not act out. Through the 2nd Care-ful Intervention Statewide BIT/Threat Coalition Conference focusing on case-management and intervention academic, social, and emotional progress/success can be offered once identified. Behavioral Intervention Teams have the ability to train the community about signs to look for regarding mental health, substance abuse, and developmental disability issues and provide the multidisciplinary team to support the student early before frustration or violence/crisis occurs. This means Trust beneficiaries would likely be identified more often and

provide natural supports in their educational environment decreasing crisis response and duplication of services.

ESTIMATED NUMBER OF BENEFICIARIES SERVED EXPERIENCING

Mental Illness:	11,674
Developmental Disabilities:	103
Substance Abuse	154
Traumatic Brain Injuries:	30
Number of people to be trained	100

BUDGET

Travel Costs	\$0.00
Travel Costs (Other Sources)	\$0.00
Travel Narrative:	individual attendees will fund their own travel.

Space or Facilities Costs	\$0.00
Space or Facilities Costs (Other Sources)	\$0.00
Space or Facilities Narrative:	In Kind donation by UAA - Residence Life: UAA Residence Life department has the option of Reserving the Gorsuch Commons classrooms free of charge for Residence Life events. All Professional Residence Life Staff will attend and act as hosts for this training.

Supplies Costs	\$0.00
Supplies Costs (Other Sources)	\$2,000.00
Supplies Narrative:	UAA Care Team has budget \$2000.00 for beverage and snack service for attendees.

Equipment Costs	\$0.00
Equipment Costs (Other Sources)	\$0.00
Equipment Costs Narrative:	In Kind use of Audio Visual Equipment and IT support.

Other Costs	\$20,500.00
Other Costs (Other Sources)	\$0.00
Other Costs Narrative:	<p>Total fees for the Training for Case-Management and Intervention Certification from NaBITA will provide:</p> <ul style="list-style-type: none"> • Two eight hour days of Certification training on Case Management and Intervention (qualifying all Teams to become Certified) • Consultant preparation time • Electronic training materials • Travel fees/expenses incurred by NaBITA consultant. <p>NaBITA will provide one nationally renowned trainer (Brian Van Brunt, Ed.D.) for a two-day, 16 hour, 2nd</p>

	Care-ful Intervention Statewide BIT/Threat Coalition Conference training. This will require 2 days of travel and 2 days of training. NaBITA's past work with UAA has permitted a discount of approximately 38.8%. Normally, this training would cost a total of \$33,500 however NaBITA will charge UA only \$20,500. Comparison trainings - peer agency charges \$17,000 per 1 1/2 hour session (not 2 full days of training and certification)
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Total Amount to be Funded by the Trust	\$20,500.00
Total Amount Funded by Other Sources	\$2,000.00

Other Funding Sources	
University of Alaska Anchorage Care Team - Secured	\$2,000.00
Total Leveraged Funds	\$2,000.00