

**West Virginia First Foundation
Board of Directors
Minutes of April 4, 2024 Meeting**

Member Attendees:	Other Attendees:
<ol style="list-style-type: none"> 1. Steven Corder (Region 1) 2. Tim Czaja (Region 2) 3. Mayor Tom Joyce (Region 3) 4. Vacant Seat (Region 4) 5. Dr. Tony Kelly (Region 6) 6. Matt Harvey (Appointee) 7. Jeff Sandy (Appointee) 8. Dora Stutler (Appointee) 9. Alys Smith (Appointee) 10. Greg Duckworth (Appointee) 11. Dr. Matthew Christiansen (Region 5) 	<ol style="list-style-type: none"> 1. Lewis Gianola PLLC, John Bsharah 2. Members of the Press/Guests

I. CALL TO ORDER / OPENING REMARKS

Meeting called to order by Chairperson Matt Harvey at 2:00 p.m.

II. ESTABLISH A QUORUM

Quorum was established with 10 members present by Secretary Dora Stutler. Region 4 has a vacant seat due to the resignation of Jonathan Board.

III. APPROVAL OF MINUTES

Tom Joyce made a motion to approve the minutes from the March 14, 2024, meeting and a second was made by Steve Corder. The minutes were approved by unanimous consent.

IV. APPROVAL OF BILLS

Jeff Sandy requested approval and made a motion to pay the invoice for Lewis Gianola PLLC for legal services of \$19,547.51. A second to the motion was made by Alys Smith. Motion carried.

V. FINANCIAL UPDATE

Jeff Sandy provided a financial update as of April 1, 2024, with a total balance of \$221,416,974.78. Interest earned since November 2023 has been \$3,916,974.78 with March 2024 interest being \$768,412.19. Motion was made by Jeff Sandy to approve the financial update and publish on the WVFF website and a second was followed by Tim Czaja. Motion carried.

VI. UPDATE ON EXPERT PANELS

The Expert Panel committee led by Matt Christiansen met to discuss recommendations and the initial set of Appointees, nominated by regions, to meet the requirements of the Foundation MOU. Matt Christiansen said that the committee will continue to meet to consider recommendations and will follow up with a report back to the board.

VII. UPDATE ON THE PROCESSES FOR DISBURSEMENT OF FUNDS

Chair Harvey said he was thankful for Jonathan Board's leadership and being named Executive Director of the Foundation. He noted that Mr. Board's first day in his new position will be on May 6, 2024. He is looking forward to him guiding the Foundation. Chair Harvey stated that addiction has its tentacles in about everything. Doing right with the money to make the biggest impact so that in 10 years WV looks different than it does today has to be the priority. Outcomes are critical. Do not want to have redundancy and need to fill in gaps where there is a lack of services.

Matt Christiansen said we needed to ensure that we are driven by outcomes, using this as the driver to be relentless on holding to them.

Alys Smith agreed that the Foundation needed to be outcome driven and that a checklist may be helpful.

Chair Harvey agreed that a checklist would have to be developed to help with the process and that it was a good idea.

Steve Corder stated that Regional Panels could be part of the process to develop the checklist, looking at 2 sources of funds: one-time funding and on-going funding.

Tony Kelly noted to consider the applicant process and monitoring should look at quarterly reports, feedback like Stock Market quarterly reports. The Foundation Board should be able to monitor the entire process. This needs to be a profound requirement.

Tom Joyce requested to look at how much money is being spent statewide, a global look, at what entities/programs are already receiving funding regarding setting the Foundation priorities and eligibility. It is important to not be duplicative and that areas eligible are receiving funding.

Tim Cjaza recommended possible regional needs assessments, local DHHR's etc. to not duplicate services.

Matt Christiansen noted that we should rely on local needs assessments, levels of resources by county, what type of outcomes are being assessed, and a look at state monies already being distributed with continuum of care such as prevention and wrap around services.

Discussion was held on how the funds would be audited. Treasurer Jeff Sandy recommended a process for auditing be developed, and Chair Harvey agreed that requirements needed to be clearly defined. John Bsharah stated that it is a must to be able to track the money to not jeopardize the Foundation and that each local government is required to submit financial reports to the

Foundation. There will be required IRS (Internal Revenue Service) accounting principles to follow. Chair Harvey requested that the Executive board members work with the Executive Director on the auditing processes.

Tom Joyce stated that there are robust differences in size and scope of resources in communities and some are just not equipped with personnel to handle cumbersome reporting requirements. Mr. Bsharah suggested that a uniform reporting form will be required for local governments.

Discussion continued about processes to publish information, tracking dollars, evaluation protocols and whether the Foundation envisioned partnering with local governments. Tom Joyce noted that there are good things happening, but it is difficult to measure or find data and does not want this to inhibit current ideas or programming. Some outcomes are not easy to capture. Matt Christiansen noted that programs already funded should not be funded with Foundation monies; there must be an assessment of addiction disparities.

Tim Czaja reported that in email chains with Day Report Centers that funding is being used all over the place. Are there clear guardrails for counties and municipalities on use of their funds? Chair Harvey noted that they helped create the guidelines and signed off on them.

Tom Joyce noted that a lot of work being done is volunteer work and that most grants do not cover salaries and paying salaries could be helpful. Tim Czaja stated that a grant writer is an example of a salary that can pay dividends to a county if successful in receiving grants.

VIII. OLD BUSINESS

Chair Harvey noted that the Action Item Checklist was sent to the board by John Bshara and that the Foundation was on track with many of the items completed.

IX. NEW BUSINESS

Chair Harvey moved the May 2, 2024, meeting to May 16, 2024 at 2:00 p.m. so that Executive Director, Jonathan Board, would be in his new role.

X. ADJOURNMENT

Motion to adjourn was made by Matt Christiansen and seconded by Alys Smith. The motion passed with unanimous consent.

Next meeting of the Board of Directors is scheduled for May 16, 2024 at 2:00 p.m.

