

**West Virginia First Foundation
Board of Directors
Minutes of August 1, 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. Jon Dower (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 3. Jonathan Board-WVFF Executive Director

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 all members present by Secretary Dora Stutler.

III. APPROVAL OF MINUTES

Matt Christiansen made a motion to approve the minutes from the June 6, 2024, meeting and a second was made by Tom Joyce. The minutes were approved by unanimous consent.

IV. FINANCIAL UPDATE

Jeff Sandy provided a financial update with a total balance of \$224,231,573.31. Interest earned since November 2023 has been \$7,018,397.70. The motion was made by Jeff Sandy to approve the financial update and publish it on the WVFF website and a second was followed by Greg Duckworth. Motion carried. Tony Kelly requested that the July financials be made public as soon as they are available due to the next meeting not being until September. Chair Matt Harvey made a motion to publish the July financials when available as approved by the Financial Committee to the foundation website. Motion was seconded by Tony Kelly. The motion carried unanimously.

V. REVIEW EXPERT PANEL POLICY

Jon Dower opened the conversation to address an addendum for the addition of a category of expertise for the expert panel and clarifying the language in Article II(G) in the expert panel policy. The category of Corrections was suggested to be added to the expert panel and the expert panel policy would reflect the change that members of the expert panel could serve on both the state and local panels with language that states not concurrently serving in both roles. Matt Christiansen made a motion to add Corrections as a category on the expert panel and a second was made by Steven Corder. Motion carried unanimously. Jon Dower made a motion to clarify the language in Article II(G) to revise the language to add cannot concurrently serve on both the state and local expert panels. Second to the motion was made by Alys Smith. The motion carried unanimously.

VI. EXPERT PANEL COMMITTEE REPORT

Steven Corder reported on the Expert Panel Committee meetings and the process to adopt an interim expert panel. The Expert Panel Committee includes foundation members Steven Corder, Matt Christiansen, Jon Dower, Tony Kelly, and Greg Duckworth. The committee noted that this is an interim panel to serve only until the end of the year. The panelist by category includes Laura Lander, Treatment, Greg Puckett, Prevention, Emily Birckhead, Recovery and Lived Experience, William Marshall, Corrections and Reentry, Christina Mullins, Systems of Care, Health Policy, and Management, Jess Gundy, Law Enforcement and Judicial Systems, and Adam Crawford, First Responders. Chair Harvey thanked the expert panelists for their willingness to serve and the committee for their work to get the panel together.

VII. EXECUTIVE DIRECTOR REPORT

Executive Director Jonathan Board thanked the foundation board members for working along beside him. He reported a communications push and that visits to all regions, except 1 and 6, have been completed. His office will now be turning its attention now to disbursement models now that the MOU (Memorandum of Understanding) requirements for the foundation have been met. The time to deploy in the next month is to establish scoring rubrics and an application process. Awards to be made in late November/early December. Discussion by the board members including Tom Joyce stating that agencies just need to know the process and the timelines. The pace has been too slow. The foundation is now 13 months old and things need to start happening. Matt Christiansen noted that funding requests need to be structured, including local needs assessments, and fund those already identified things. Tony Kelly requested a synopsis on where we have been, what we have accomplished and what the next steps will be to provide to our regions. Jon Dower suggested that the Executive Director needs his staff in place to get these objectives accomplished. Positions are currently posted, and interviews are scheduled. The Personnel Committee will approve the hires when completed. Tim Czaja asked for clarification on whether there will be a short-term application process or disbursement of funds without an application. Matt Harvey suggested an Initial Opportunity Committee to look at what we could fund now until the official application process is completed. John Bshara, legal counsel, suggested the guideline language could be that the committee and executive director are directed to develop and approve applications rules, policies, and procedures for the disbursement of funds. Matt Harvey requested the establishment of a committee to work with the Executive Director to establish the timelines/guidelines as legal counsel suggested. The

committee will be members Tim Czaja, Tom Joyce, Jon Dower, Steven Corder and Matt Harvey. A motion was made by Jon Dower to establish a committee to work with the Executive Director to establish guidelines for the distribution of funds. Alys Smith made the second. The motion carried. Tim Czaja commented that the process should include regions and the need-based assessments. Executive Director Board described the need for a comprehensive and statewide needs-based assessment. Tim Czaja made a motion and Tom Joyce seconded the motion for the executive director to develop a request for proposal for the needs-based assessment. Board members unanimously voted to approve the motion.

VIII. OLD BUSINESS

No old business

IX. NEW BUSINESS

No new business

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 September 5, 2024, at 2:00 p.m.