To:   Board Members
From: Ruthann House, President/CEO
Date: November 3, 2020
Re:   Report

General

➢ The results of the electronic low-income board representative elections for 2021-22 are in. Carol Kern, Amanda Garner and Jennifer Buxton were all re-elected for Seneca, Sandusky, and Ottawa Counties, respectively. Ashley Dickey was elected for Wood County and she will be seated at this month’s meeting as she is also filling the unexpired term vacated by Anna Wilkerson. Congratulations!

➢ Effective November 1st, we are the official Migrant and Seasonal Farmworker Head Start Program provider for Ohio. Representatives from both CDI (Community Development Institute, the interim provider) and the Office of Head Start noted that this was a great experience and one of the smoothest transitions they have had. We are in the process of hiring staff and over the next few months will focus on the recruitment of children and families. We project services to children will begin around April 1, 2021.

➢ Since COVID hit, we have received $6.3 million in relief funding from a variety of sources. We have $1.3 million that was recently awarded from the Seneca County Commissioners and the Ohio Development Services Agency that must be spent by December 30th per the federal legislation. That funding is being used to assist with delinquent mortgage, rent, water and sewer payments, with some funds for food assistance as well. I shared the flyer with you last week; please refer folks to our specific COVID relief webpage, www.glcap.org/covidrelief, or to our toll-free line at 1-800-775-9767.

➢ Because of the excellent work of our broker, Brown & Brown, we have received a favorable renewal on our Health & Welfare Plan for 2021. We will have a 2.2% increase on health insurance, dental and vision rates remain flat, and there will be a slight increase in our long-term disability rate.

➢ The FY21 consolidated corporate budget being presented to the Finance Committee and Board this month stands at $55.8 million, a 27.1% increase over the $43.9 million budgeted for FY20. Since FY14, we have increased our budget by 113%, from $26.2 million to the $55.8 million.

Adult and Youth

➢ Our workforce staff are utilizing two new tools to assist clients virtually. The Accenture Learning Exchange provides comprehensive learning videos focused on work ethic, interviewing, preparing for life and career balance, and other customized trainings. Participants earn completion certificates for each module. We are also implementing the CLIFF (Career Ladder Identifier and Financial Forecaster) Benefits Tool provided by the Federal Reserve. This provides a larger financial picture of career choices, including possible short-term declines in resources while in school due to loss of employment income or a sudden loss of benefits (benefits cliffs) that may come with higher employment income. Both strategies assist staff in talking through challenges to entering the workforce.
**Child Development**

- In celebration of "Lights On Afterschool", staff prepared an involvement bag for each student and their family. The bag contained a flyer explaining the meaning behind the national lights on celebration as well as activities, games and supplies for a cooking experience that the students and their families could participate in together. Students were asked to share pictures of their families engaging in these activities. “Lights On Afterschool” was launched in 2000 and is the only nationwide event celebrating afterschool programs and their important role in the lives of children, families, and communities.

**Community Development**

- We received notification from the U.S. State Department that they are giving us an additional $400,000 for our Moldova youth engagement grant.
- We are beginning a webinar series for small communities on Small Community Development Strategies on November 13th. Our first topic is Remote Work as a Tool for Community Revitalization. Other topics will include: Working with Millennials to Revitalize Your Community; Reviving Your Economy Through Local Food Systems; and Rural Tourism.
- Staff leveraged over $160M ($120M in Ohio alone!) for small communities’ water and wastewater facilities.
- Wisconsin’s Public Service Commission requested that we develop a Rate Increase online training. We are planning to present the training in November.

**Planning & Development**

- We submitted a $20,872 request to the Fostoria Community Trust for a security system for the Fostoria Early Learning Center.

**Seniors**

- We are providing pet food to help 26 seniors feed their pets—a combined total of 40 animal companions that includes 16 dogs, 23 cats and one bird. This program is funded by Pet Smart Charities.
- We are preparing for the retirement in December of long-time staff person Barb Ward who has been serving seniors for over 30 years as the Gibsonburg and then Fremont Senior Center Site Supervisor. Barb was instrumental in the successful move of the Fremont Center from the basement of the Fort Stephenson to the new location at Sandusky County Board of Developmental Disabilities. We wish her a happy and healthy retirement!
- We have not yet scheduled a reopen date for the Sandusky County Senior Centers. The spread of the pandemic and cumbersome testing requirements are reinforcing our cautious approach. We continue to offer an extensive array of virtual programs, grab and go meals, USDA Farm to Family food boxes, shelf-stable meals and regular hot home delivered meals.
- Fremont Mayor Danny Sanchez assisted with our October Halloween outdoor Grab & Go program, bingo, and car decorating contest. In November, we are collaborating with Stein Hospice and the Veterans Administration of Sandusky County to recognize senior Veterans with gift bags dropped off at their door versus our traditional pinning ceremonies held at the Senior Centers.
**Accounting**

- We ended September with a gain of $177k and a FY 20 gain of $817k.
- De minimis was in the black at $85k for the month and $64k for the year.
- The Employee Benefit Account also had a strong month with claims of only $192k. The fund balance is over $2.2 million and at 78.5% of annual claims. It is now at a level that justifies a payroll health insurance holiday, likely in early 2021.
- Aged Accounts fell to 3.8%, its lowest level in over a year.
- We ended the year spending $40.8 million of the $46.8 budgeted, which was $6.0 million (12.8%) below our available funding. Throughout COVID, our expenses have remained below normal. For example, we have had little to no travel expenses, we shut down Weatherization for a few months, and our Head Start classrooms were virtual for several months.
- Investment accounts had a $37k loss for the month but finished the year with a $142k gain.
- Operating cash remained above $4.0 million during September.

**Public Relations**

- Marketing materials, a news release and a new webpage ([www.glcap.org/covidrelief](http://www.glcap.org/covidrelief)) were established to promote the COVID relief assistance.