

FAIM Coordinator's Meeting March 24, 2010

Introductions:

Amanda Peterson, Duluth: Community Action Duluth just took on Green Duluth which will be an organic garden, hire people to run their own organic market.

Ann MacGregor, MVAC: They have gotten 12 Ford Focus vehicles and are leasing them. The cars include little black boxes that allows the agency to make sure that people make their payments or the cars do not work.

Becki Doty, Lakes and Prairies Community Action: Department has been changing as they will be taking on new funding from other agencies, so they have been getting things rolling there, including staffing issues and increasing affordable housing slots.

Cari Evavold, WCMCA: Working on a powerpoint for FAIM.

Catherine Johnson, Inter-county : Working with ARRA.

Dan DuHamel, Office of Economic Opportunity: Works across from Joelle. OEO has kept Ann Johnson full-time in the ARRA program reporting area.

Danette Ringwelski, TCC: New staff.

Eric B, Emerge: Works with Northside Reentry Project. They will be able to subsidize employment for 20 folks this year and are working on contracts with employers to help.

Heather Thormondson, WCMCA: Working on selling ARRA cars, up to 30 will be sold and \$2500 downpayment assistance. She has been working also with her FAIM folks and getting several completed.

Jan Backlin, Anoka: ARRA reshousing money has kept them busy. ACAP is a fiscal agency for five other agencies for this program. They also have money from the Target foundation for foreclosed households to help them move.

Joan Karow, Anoka: Working with FAIM and FAIM classes to grow it.

Joelle Hoelt, Office of Economic Opportunity: See information below

Kayla Coyer: Working with clients to help them succeed in their programs.

Kate Oувerson, WCMCA: WCMCA has been working on local food drops. So far we have covered 10 communities. The only qualification is that if you eat you qualify. The community engagement has been increasing and the volunteerism has risen to epic levels. It has been exciting and has helped us all remember why it is we do what we do.

Kelly Ehrenberg, Heartland: Really nothing new

Kim Shaff, Community Action Partnership of Ramsey & Washington: Working with ARRA crisis money. As of this week they will be done which is a relief. They have a partnership with Wilder to help get folks through Financial Literacy.

Laurie Hendrickson, Prairie Five: N/A

Lynn H, CAPSH: Working on the move to the Bremer Bank building which will be a great help. They are expanding their Financial Literacy classes.

Lyn Nesland, OTW: Working on staffing issues and picking up programs.

Marcia Otte, Mahube: Working with ARRA dollars through her Senior Service person. They are doing a mini FAIM program to purchase items for their chore services.

Molly Ludwig, TriCap: Applied for a received a Vista for this fall to work on taxes.

Mona Elmahdy, Scott, Carver, Dakota: FAIM along. Working with families and their preschoolers helping them to save.

Patrick Shepard, TriCap: Will be having a new person starting that will be FAIM focused and she will be at the Financial Fitness Conference for everyone to meet.

Pauline Johnston, Leech Lake: Learning FAIM.

Rachel, Duluth: Partnered with AmeriCorp this year.

Robbie Stier, WCMCA: WCMCA Family Self-Sufficiency

Sandy O'Fallon, Kootasca: Working with ARRA funding for housing issues.

Shannon Lambert, Intercounty: Newest in department. Works with housing.

Shawna Thompson, Women Venture: New executive director that started 4 weeks ago. Staffing changes are the main focus at the moment.

Steve Nagle, WCMCA: A few years ago WCMCA has set aside funds for farm IDAs and he has legislative support to do so. They are also working on a program with IDAs and colleges. The Group Workcamp is another project that is getting up and running. There will be the camp in Morris this year.

Susan Hilla, Scott, Carver, Dakota: Jumping back into FAIM. Agency has been going through major restructuring.

Teresa McCauley, Anoka: Anoka county downpayment assistance has kept her busy.

Wendy Heath, TCC: Working through the ARRA money with a lot of programs. Their tax clinics have seen a 40% growth this year. They are 6 months into a Circles of Support Program and out of Todd County they have their first success story.

Powerpoint presentation: Kate, Cari and Steve presented information via powerpoint that showed a number of demographics and statistics for the program. The slide show will be made available for other programs to use if they would like, please contact Cari.

NOTE: North Dakota is now looking for people to enroll in their IDA program. Please contact Cari for referral information.

State Report, Joelle and Dan: Federal monitors will be in their office in August. Joelle would like to use the FAIM presentation for that visit.

Joelle brought information on the Four Directions of Financial Security training that is coming up. She sent around fliers and urged folks to sign up. The June 28-29 is the next Four Cornerstones at St. Johns. September 13-14th will be the next Four Directions training. AmericInn is offering a deal for Four Directions attendees for motel.

There will be session at the Financial Fitness Conference that will showcase the innovative projects they are working with regarding innovative asset building strategies. It will be on Wednesday.

She also let us know that Connie has worked on a bill analysis for the bill for Farm IDAs and the fiscal office is checking out the language as well. If you are interested, check out the Senate file number 3228. Kate noted that she is working with a sustainable agricultural group to clarify information surrounding the bill. The bill has passed but with

no funding attached to it. Patrick suggested FAIM Coordinators forward examples to Kate.

There is a Bill called the Ladder out of Poverty Bill that mentions the FAIM program. This is still alive and kicking but has no money attached to it either.

There is a Financial Certification Program that Joelle sent information out for. This is a bit Senior focused. There are other issues surrounding that that are being discussed so stay tuned.

A life insurance company (Allianz) in the metro area has grants that are focused for financial literacy and senior services.

La Connection is a hispanic organization that do financial planning and business planning. They are working already with Women Venture. They are not doing IDAs.

Dan wanted to make sure that all agencies are monitored by the end of June. He has several visits scheduled and their Federal visit may include a visit to WCMCA for a monitoring visit.

He also mentioned that he is now getting a Visions report on a regular basis and will be contacting agencies not using the program according to the OEO contracts.

Coordinator's Report, Kate:

Kate mentioned VistaShare training that was held at TriCap that was really well attended. The training has also been presented recently at WCMCA. By the end of the meeting, Kate would like to have the names of people who would like additional training for this program. If you haven't received your password for VistaShare, contact Dan at danw@wcmca.org.

Remember to check your accounts to make sure if you have someone who need to be dropped are done so. They can be added to your waiting list if need be.

Also keep in mind that the coaching is an important part of the FAIM program and that the changes in savings patterns are very important to funders and legislators.

Steve and Kate are working the North Dakota Community Actions to get IDAs started there and are sharing best practices, forms, etc. with them to assist in the effort.

2010 Conference Dates/Discussion/Update, Dan/Planning Committee:

Please remember to get FAIM presenters for the Vendor Fair. There will be a panel of small business folks at the conference for a presentation as well.

Conference is 4 weeks away and we hope to see everyone there. They aren't sure how they'll top it next year but . . .

Dan shared a number of speakers who will be in attendance that will be excellent for Coordinator's to attend.

Registration information is on the FAIM website and remember to send the monetary portion on to WCMCA. He shared that there are several agencies with no registrations as yet. If you registered on the website you did not get an email from Kate confirming your registration, please do so again.

Kate is working on getting some National attendees as well. Connie Greer is making formal invitations to Minnesota Reservations to come to the conference as well.

Awards banquet on Wednesday night. There will be additional honorees that night, so please attend.

Daryl Dahlheimer will be doing a session on increasing credit scores.

Award winners were announced by Jan from Anoka:

- Business: Howard and Elena Hickman, nominated by Kim Shaff from CAP of Ramsey and Washington Counties
- Education: Kissy Mason, nominated by Lyn Hubacher from CAP of Suburban Hennepin
- Home Purchase: Geraldeine Rosarne, nominated by Shawna Faith Thompson from women Venture

Have your winners there by 5 p.m. that evening or earlier for pictures. Kate needs to know ASAP so she can make accommodations for hotel and food. Also if you have pictures of their assets, please forward those as well.

Kate reminded all are welcome to bring things to contribute to the silent auction for the conference. They can be new or gently used items.

Costs are kept as low as possible for the conference. If you cannot attend the full conference, please consider attending a portion. You can invite your Board members or other staff at your agencies as the information is beneficial for many areas.

Reporting by Grants, Kate & Cari:

Kate is seeing a positive change:

- Grant 0291 has a drop rate 56.3% and needs an additional 37 full payouts.
- Grant 375 is at 40.6% 34.5
- Grant 0423 is at 17.4% 21.5

- Grant 0291 needs an additional 37 full payouts, closing 09/30/10.
- Grant 375 needs an additional 34.5 full payouts, closing 01/31/11.
- Grant 0423 needs an additional 21.5 full payouts, closing 09/30/11.

Therefore, please ramp up your enrollments appropriately to make these payouts possible. Keep up your waiting lists to allow for quick enrollments.

VistaShare Data Reporting System Information/Concerns, Cari & Kate:

No Concerns at this time.

Documentation Concerns/Questions, Cari & Kate:

Thanks to all coordinators at the level of documentation that is being submitted and the information on timelines. This is crucial for the WCMCA office to keep things running smoothly, we appreciate it.

Case Management Training, Shawna, Patrick & Ann:

Ann doesn't operate only in FAIM, she has a number of other programs as well. She does present the FAIM classes and attempts to integrate her FAIM clients with other programs she is working with at the same time to allow for case management across programs. She works with an outsource for business planning. Writes on statements to make sure she is connecting with folks. This works well and allows for clients to call in and does case management via phone.

Patrick:

1. Someone calls me—I prescreen them. I asked where they live, if they have earned income and what their household yearly income.
2. If interested and prescreen, I put them on the waiting list
3. When room permits, I send letter and application
4. If client calls, I schedule a meeting. If they don't call I will call them one week after their deadline. After that I move on to the next person.
5. At the meeting, I prepare the packet of information ahead of time. We fill out the paperwork and review the application for completeness. I give them instructions on how to open the account. I give them another deadline.
6. If they open the account, the bank will send me the information. I will complete the packet of information West Central needs (application, release of information from Bremer with bank account number, contract and the beneficiary form). I email the packet to Cari. I also add the client to Visions and to my FAIM spreadsheet. – If client doesn't open the account, I will contact the client after the due date. If they need an extension, I will grant that.

7. Once they are in the program, I create a call list every month to ensure I contact everyone.
8. If they call me or we have a pre-set meeting, I will cross them off the list. The call list is based on the FAIM spreadsheet. You can use Visions as well.
9. When bank statements are complete, I print out the summary report and individual bank statements update the spreadsheet for the month.
10. If I do not have contact with a client for two months, I will send a two month no contact letter.
11. If I do not have contact for three months, I send another letter with a deadline of contacting me or they will be terminated from the program.
12. I utilize the spreadsheet to manage the program. I have the amount of match money given to Tri Cap the amount of match money used and the amount of match money I project the client utilizing. I use this data to determine if more clients are needed to be enrolled.

Shawna described her process and showed the coordinators her spreadsheets. She works with business planners in the Women Venture offices. She does teach classes, they run about once per month, but doesn't teach everyone. She actually interviews those interested in teaching and allows them to give her an example of their style so she can get them ready to teach. She uses emails, notes on statements and the utilization of the spreadsheets is great for her. She also brought examples of files for people to look at for ideas.

Questions & Answers:

Occasionally there is a need for a wire transfer for a payout: This is very costly in regards to time for fiscal and this actually comes to over \$50 for WCMCA to complete. Therefore, if this is requested, WCMCA will be charging \$50 for this option which must be paid by the requesting agency or the client. Please try to make arrangements to make these be far and few between. Approvals of these requests will only be issued on a case by case basis and with approval from Kate.

The overnight costs will be charged according to the costs expended (\$18.50, apx) that will need to be paid by client or requesting agency.

Next Meeting and Future Meeting Dates:

- Financial Fitness Conference April 20-22
- FAIM Coordinators Meetings were voted on to be held Quarterly, more information to come.