

Board of Directors Meeting
Webinar 11:30 a.m. – 1:30 p.m.
LSND Conference Room, Bismarck
March 26, 2019

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Call to Order The spring meeting of the LSND Board of Directors was opened by President Wade Enget.

Roll Call Present at the meeting were: Enget, Wade; Forsberg, Laurel, Kelsch, Mary Kae, Laaveg, Tracy; Manly, Rob; Ramsey, Gary; Wang, Jim; Woods, Bob

Absent: Kutz, Lenora, Murphy, Paul; Tomlinson, Lisa

Staff Present: Coleman, Gale, Jablonski, Mikayla; Kramer, Kim; LeMay, Rich; Page, Adele; Peterson, Brad; Schmidt, Breezy; Simonson; Solheim, Audrey; Sportiello, Jane; Rhoads, Willa; Fisher, Shanda, Schiele, Dawn; Orstad, Jamie

Minutes The minutes from the January 22, 2019 meeting were reviewed. Motion was made by Tracy Laaveg, seconded by Mary Kae Kelsch to approve the minutes. Motion carried.

Report on 1612-1620 None of the staff have reported actions on either LSC Reg 45 1612 or 1620 since the preceding meeting.

Eligibility CFR 1611 Eligibility Standards have been updated by the Corporation. This enables more people to be eligible for our services. Motion for LSND to adopt these updated standards was made by Laurel Forsberg, second to the motion by Gary Ramsey, motion to adopt passed. These standards will go into effect April 1, 2019.

Fiscal Report Kim presented the December 31, 2018 Budget-to-Actual Fiscal Report. Overall we were in budget for 2018, except for two line items; insurance and advertising were over budget. LSND was audited the first week in March by audit firm Brady, Martz & Associates. The audit is still in process and when they have the draft audit ready, they will need to meet with the Audit and Finance Committee.

Kim presented the January 31, 2019 Budget-to-Actual Report which there was not a lot to report on. Kim explained the Federal Revenues were over budget due to receiving a double payment in January from LSC as their policy is not to deposit grant payments in November.

Kim presented a grant update for the board to explain which grants were ending in 2019, which grants were applied for, which grants we are

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planning on applying for this spring and summer, and grants applied for but denied. Discussion took place on some of these grants.

Kim discussed the need to add another signer to our checking account since Alan Lerberg resigned we were left with three signers and sometimes run into issues getting checks signed when needed. Kim recommended adding Mikayla Jablonski Jahner, Bismarck Managing Attorney as an approved signer to the Bremer Main Operating Checking, Wage Works, Savings and Payroll accounts. Gary made motion to add Mikayla to these accounts, and Tracy seconded the motion. The roll call vote indicated unanimous approval. Motion carried.

Kim also mentioned to the board that LSND Admin will start using Remote Deposit through Bremer Bank in April to make depositing accounts receivables more efficient.

VOCA Grant The Board approved applying for the 2019 VOCA Regionalization Grant at the January LSND Board meeting and Mikayla submitted an application. Although we had been given the impression we would have no problem receiving this grant, we were not selected as one of the grantee recipients.

In discussing our grant proposal with the grantors they indicated we needed more detail in our application including a month by month plan. We have been encouraged to apply this summer for the regular VOCA funding, and will do so.

However, for the VOCA Regionalization Grant it has been suggested we limit our grant to services in the western part of state as a pilot project. This would reduce the amount of funding. There will be another VOCA Regionalization Grant opportunity this fall which we may try to apply for again.

Laurie commended all those who worked on the grant and encouraged them to give it another try in the next go-round.

**Audit and
Finance
Committee**

Mary Kae said she had a conversation with Chief Justice VandeWalle who was concerned that our federal funds may be cut. She will keep him up to date, on that issue. Other than that there has been nothing, but there will be a meeting regarding the audit after the audit is complete.

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Executive
Committee

House Bill 1516 regarding raising the cap on the surcharge funds that legal services receives was recently in the ND Senate Judiciary Committee. Rich indicated that testifying on the bill was the best experience in his whole life that he had had in front of legislative. It passed unanimously on floor of the senate 46 - 0 nothing and signed by president of the senate prior to our meeting. The action on this bill takes effect August 1. Rich thanked Wade and everybody else who had worked on this effort.

Bylaws
Committee

There have been no inquiries to change, substitute or amend the bylaws, therefore all stands as current reported chair of the committee Gary Ramsey

Public
Relations
Committee

Mary Kae Kelsch, as chairman of the PR committee will work with the Governor's office to get a picture and publicity on House Bill 1516.

Deputy
Director
Report

Adele Page reported that the Hansen vs. the State of North Dakota, et. al. in which LSND was named a defendant case was dismissed with prejudice against all parties named in the suit by Judge Hovland.

Medical Legal Partnership group has had meetings with Sanford and has another meeting scheduled in mid-April. They are tentatively considering funding our MLP in 2020, but they need to see some return on their investment.

LSND is working with Legal Services of NW Minnesota and will submit paperwork on Thursday. This is for sustainable funding, and it has been expanded to Veterans Administration. This would include more paralegal assistance and to the TELA Medicine program with the VA.

They have been invited to a meeting in Washington, DC. The MLP/FLO had an open house for legislators during North Dakota legislative midterm break. There were about 100 invitation sent but it wasn't particularly well attended.

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Each office is preparing articles for LSND Sentinel Newsletters to be published in the next week. The 2018 LSND Annual Report is about to come out soon too.

Other Veteran's Administration outreach is currently happening in Dickinson at the VA Center. Both Jamie and Shanda have been doing this Rich said the VA in Minot is excited to have outreach at their facilities as well.

Brad indicated that with pending flood issues, with the flood season upon us we need to make people aware that we are available for to assist with legal issues.

In addition they also let agencies in Red River Valley, Grand Forks, UND has set up a blog of what they are doing; they have a message on their flood blog as well.

Also to SBAND is available to help with flood issues. There is information for our staff on flood issues on our website in Advocates Corner.

Awareness is a key word, not all problems are at front end, and many are at the back end when the flood waters recede.

ED Report The Annual Report is ready to be sent out.

Legislation – is going well thanks to Wade. It was a learning experience lesson for Rich as it is the first time he has been through the process as Executive Director.

He was asked, will changing this law make a substantial difference? He – said no, not substantial difference, but a difference for sure.

The contact with the people was most important, educating the public as to what we do for residents of North Dakota is very important. Continuing this process with Mary Kae's PR committee could probably make even a bigger difference in 2021.

February 6 was non-profit day at the legislature sponsored by the North Dakota Association of Non Profit Organizations (NDANO). The LSND booth was shared with CAWS and it was right up front which allowed lots of conversation of what we do for residence of ND.

The Grant Activity Report (GAR) report which we complete for LSC every year is complete! It was more user friendly this year and took less time.

Self-inspection, which is part of the GAR also went well. This is looking at a random selection of cases to identify possible errors. It is a process designed to insure the accuracy of our data – garbage in garbage out – accuracy is very important and the more information we have the better grants we can write.

Our law offices have changed from Lexis on line legal help to Westlaw. This will save about \$200 a month and provide an adequate legal helpline.

Native American Rights Fund (NARF) is an organization Jim Fitzsimmons was responsible for starting years ago. The organization has made some changes and the players have also changed. As the dynamic changed the current control went to Montana. This year NARF decided LSND would not be awarded a grant in 2018.

The people involved with the Native American rights in North Dakota met on Friday. Ed Reinhardt came up with a suggestion of what we can do. For a while the tribal court systems were non-functioning and in order to use this system we have to be involved with the courts so we were having a difficult time spending out the grant funds. All the courts are back functioning again and so now we need to figure out how to be a part of this system; this shouldn't be a problem.

Salary Administration Plan: April 1 Phase 1 will start. The people affected will receive letter that will explain the details. After HB 1516 is put into place, we will start working on Phase 2

Lewis Creekmore is the LSC staff person representing North Dakota. He seems very receptive to discussions and questions from Rich.

LSC Agriculture Migration Application is the old LSC migrant program which we applied for a couple years ago and were denied. The funding for this program is now provided to Southern Minnesota Regional Legal Services (SMRLS), who receives \$145,000 in funding to serve the migrant population of North Dakota. Their statistics say there are 17,000 agricultural migrant workers in ND. It is hard to realize there are this many people who would fit into this category.

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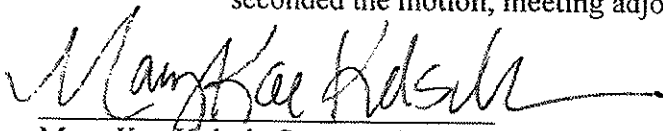
Rich asked Lawrence if we have a chance for migrant funding, he thought that we should try again, and focus on what we are doing currently. There is more information available now and we are better equipped to submit a good application.

SMRLS is doing court cases in ND – they do divorce cases all the time, the bilingual component is a big part of it.

1 June Notice Intent to Compete for Migrant LSC funding. We will do the NIC and give it another try.

CLE – Many people who attend our CLEs have their fees waived. Board was asked if this should continue. Most thought it was good PR and it should be continued.

Adjourn Motion was made by Laurie at 12:50 to adjourn the meeting, Mary Kae seconded the motion, meeting adjourned.


Mary Kae Kelsch, Secretary/Treasurer