

**REACH Healthcare Foundation CAC Meeting Minutes**  
**Thursday, August 22, 2019**

**Attendees:**

Beth Barlow (by phone)  
Joan Cabell, Chair  
James Echols  
Lougene Marsh  
Justin Richter  
Matthew Stuckey

Theresa Reyes-Cummings  
Rachel Jefferson  
Shelley Phalen (by phone)  
Brenda Sharpe, Ex-Officio  
Kerri Wade

**Not Present:**

Afam Akamelu  
Rehka Patnaik

Kevin Klamm

**Guests:**

Glory Olson, REACH Staff

Pattie Mansur, REACH Staff

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The August 22, 2019, CAC meeting was held at the REACH Healthcare Foundation in Merriam, KS.

Chair Joan Cabell called the business meeting to order at 5:32 p.m. Joan welcomed the group and introductions were made. New members Matthew Stuckey and Lougene Marsh were welcomed to the CAC and each introduced themselves to the group.

**Minutes**

The minutes of the May 2, 2019 meeting were reviewed. Kerri Wade made a motion to approve the minutes as presented and Justin Richter seconded the motion. Motion carried.

**CAC Business & Responsibilities**

Joan Cabell presented the updated Board of Directors and CAC member rosters to the group and asked that any modifications be directed to Glory Olson.

Joan Cabell reviewed Article IV of the REACH By-laws which prescribe the CAC's role and purpose to identify qualified candidates for possible election to the Board of Directors. Joan stated that emphasis should be on recruiting a diverse slate of applicants who both represent the entire community and who also align with the mission of the Foundation.

Joan and Brenda provided an overview of the nominations and recruitment process and reviewed the proposed dates listed on the timeline provided in the materials. Members were asked to record the dates on their respective calendars, as a quorum is required for each of these meetings. Brenda requested CAC members with known scheduling conflicts to designate a proxy. She further explained that the designated proxy will be carried through the entire meeting.

Theresa Reyes-Cummings made a motion to approve the proposed timeline as presented. Kerri Wade seconded the motion. The motion carried.

Pattie Mansur reminded CAC members that information about the Board nominations process, including the online Statement of Interest, is available on the Foundation's website. She reported a press release will be distributed on October 15, 2019, announcing the upcoming request for applications. It will be shared with traditional and non-traditional media outlets, trade associations and community groups. The deadline for submission of applications is Monday, December 2, 2019. Brenda reported that she will conduct phone calls

with prospective applicants to provide an overview of the Foundation and the Board's responsibilities and that Glory Olson will assist with scheduling.

CAC members are encouraged to make personal asks of colleagues and friends to encourage a diverse pool of applicants. Pattie Mansur distributed new brochures to members for use in their recruitment efforts. Brenda noted that all photos in this piece, as in all REACH public relations materials, feature persons served by REACH partners and grantees.

Joan Cabell asked Brenda Sharpe to review the 2019 Board Matrix and upcoming six vacancies. Three incumbents are each eligible to reapply for a second, three-year term: Hadley, Reuben, and Sanders. Recruitment priorities expressed by the REACH Executive Committee include diversity and replacement of specific expertise that will be lost with outgoing members. Allen, Cass, and Wyandotte county residents are highly sought. Other recruitment priorities include persons with legal expertise; finance and investment expertise; and a health policy background.

Joan Cabell then turned the meeting over to Brenda Sharpe for the President's report.

### **President's Report**

Brenda Sharpe reported that the Finance Committee and Board of Directors received and approved the annual audit report. No recommendations were noted, and Brenda credited Jo Yun, REACH CFO, for once again securing a clean audit, and noted the Foundation's ongoing commitment to transparency and financial accountability.

Brenda reported that Pattie Mansur and Mathew Davis are currently working on the annual report summarizing the prior year's grant making and financials. Pattie Mansur reminded the CAC that the annual report is in digital format and can be found on the REACH website. A one-page year-in-review snapshot was included in the materials and will also be distributed by mail to each legislator in our six-county service area with a letter highlighting our grantmaking in their respective districts.

Next, Brenda updated the CAC on Census 2020-related investments. Six local foundations have contributed to the Metro Kansas City Census Equity Fund to provide grants to support outreach efforts in hard to count populations and communities across the region. Grant applications may be submitted online at The Greater Kansas City Community Foundation website. Applications will be reviewed through May 2020 based on availability of funds. Grants will range between \$5,000-\$10,000. Pattie noted that information on the Census is highlighted on our website under the Title *2020 Census: What's at Stake?* and content is formatted for easy sharing on social media platforms.

Brenda gave an update on the progress of the Avenue 82 building. The project is still progressing rapidly. Framing and drywall installation has begun. She also noted that the artwork has been commissioned and is currently under development. The anticipated move date for the REACH office is December 2019.

Brenda reminded members that REACH provides several professional development opportunities throughout the year. CAC members are welcomed and encouraged to attend, and those opportunities can be found on our website. Glory is available to assist with questions and registrations for these opportunities.

The next CAC meeting will be held January 14, 2020, at 5:30 p.m. at REACH Healthcare Foundation's new offices located at 8131 Metcalf Avenue, Suite 200, Overland Park, Kansas 66204.

At 7:00 p.m., there being no further business, Joan Cabell noted the meeting was adjourned.

Respectfully submitted,  
Glory Olson, Executive Assistant