

**Porter County American Rescue Plan
Sub Committee Non Profits & Employers
Monday, April 11, 2022, 5 p.m.
Commissioners' Meeting Room Chambers
Porter County Administration Center 155 Indiana Ave., Valparaiso IN 46383**

Voting Members Present:

Jim Biggs
Mike Brickner
Erik Wagner

Citizen Members Present:

Ruth Vance
Rebecca Tomerlin

Jim Biggs opened the meeting discussing methods of scoring the presentations:

Jim's checklist was a list of the US Treasury's questions. Once an applicant has answered all of those questions, then the committee can ask them anything.

Vicki Urbanik explained the basic criteria. Is the business a 501(c)3 and does it meet the definition of a small business. Then the two-step analysis – was the economic harm caused by the pandemic and then how is the money going to be used for and is it proportional.

There was discussion regarding sending a list of questions to the presenters ahead of their scheduled time so they are prepared to answer the questions. Vicki Urbanik will send a list of questions to be asked of the presenters when she sends the email asking them to schedule their presentation. This will be a melding of Ruth Vance's list and Jim Biggs checklist.

The email that went to the presenters gave them dates available and asked them for their preferences. If the committee wants them grouped differently, they can let her know. The committee decided they are ok with the way the presentations are scheduled.

Scoring

There was discussion on scoring. Highlights of the discussion included:

Is Collaboration important with this subcommittee. Look at for non-profits only.

Should numbers be quantified

Maybe someone didn't actually lose money during the pandemic but they cut back on employees or worked extra hard themselves to keep going.

Maybe their costs went way up so they ended up losing money.

Hopefully the presenters will realize if they lost money because of giving raises, that is not pandemic related.

Is the committee going to look at the question answers and the scoring on the rubric or just the score.

Does other covid 19 assistance received disqualify them? It does not disqualify. The Steering Committee just wants to know if they have received any.

Tourism, Small Business, and Non-Profits should possibly be ranked separately.

Should sustainability and collaboration be combined.

This is a competition for funds. It should be kept simple. There are some applicants that will not receive anything.

Need to be consistent with scoring and not ask tougher questions of some over others.

Each applicant will be vetted by five committees.

Some presentations will be very polished. Other will not. The committee needs to be able to see each one and make a decision.

There will be one rubric for non-profit and one for small business. Remove Matching funds and collaboration for small business. Other covid 19 assistance will be added at the bottom. Email will be sent with questions they should be prepared to answer. Vicki Urbanik will prepare these two sheets and have them ready for the next meeting.

When the subcommittee makes the recommendation to the Steering Committee the recommendation will contain a dollar amount. Jim Biggs said there will be one final meeting after the presentations to decide who and how much will be recommended to the Steering Committee. All three categories – small business, non-profit-tourism – will be ranked together.

Vicki asked that the committee specify what category they are putting each request in. She also stated that 2019 is the base line for the requests. The committee can compare to 2020 and 2021. They can also look at 2022.

Attorney McClure discussed having \$53 Million in requests and finding the very best ones to put forward. The Steering Committee will have to figure out what to do with more requests than money. Jim Biggs stated it is important to consider how helping the request will help the community.

Presentations:

This committee has 26 presentations to listen to. Attorney McClure suggested setting some on a Saturday so these get done timely. Fridays seem to be relatively open. Possibly half a day on Friday would work. Mike Brickner asked if the presentations could be watched on line if not able to be present. Curt Ellis explained he could distribute any PowerPoints and Vicki stated she could get any additional material to an absent member.

There was discussion regarding cutting down the number of applications asked to do presentations. They can rate them on the strength of their presentation. Attorney McClure suggested if they are going to hear all of them, they should start scheduling half days and get them done. Or they can decide they want to limit to a certain number and at the next meeting decide how many and which ones. Curt Ellis advised he could have all the presentations ready

by noon on Wednesday for each member to come pick up and then review before the next meeting. Once these have been reviewed, they can review the rubric for any adjustments with what is left. Vicki Urbanik pointed out Hamilton County did a “yes” “no” vote on who would be further considered for funding. The procedure will be: motion, discussion and vote. Curt Ellis will mark out all Mondays in May in case needed for this committee.

Vicki Urbanik clarified she will not send out the email with questions until it is decided who will be presenting.

Public Comment

No one.

The meeting adjourned.