

**Executive Director's Report**  
**March 7, 2017**

*Asset Management:*

- Word is that the restructuring at the Northampton County Courthouse may finally occur, including an office there for us to meet with clients confidentially and complete paperwork. Fingers crossed!
- A Safe House generator quote has been received from West Side Hammer Electric. In total, it's expected to cost just under \$41,000 to purchase and install a whole-house generator, including an estimated \$6,700 for gas line extension. While expensive, this is about half the cost that was expected based on past research and would keep our shelter and helpline functional during power outages.

*Development:*

- Analyzing giving trends, with focus on past 5 years, to develop proactive and more customized solicitation strategies.
- Grants:
  - Awarded contract by Lehigh County Commissioners to use STOP funds in 2017 for court services.
  - Equilibrium received \$7,500 from the LV Community Foundation for its Equine Therapy initiative for DV survivors. Thanks to all who voted!
  - Applied for several solicitation/awareness opportunities through the Iron Pigs Foundation.
  - After lots of discussion, it was decided, with the ED of CACLV, that we shouldn't pursue funding through OVW to commit transitional housing for victims of DV at Easton's Ferry Street Apartments. The main issue for them (as well as many of our staff) was the requirement that grantees cannot have any rules or requirements for those assisted with the transitional housing funds. This is an increasingly common housing philosophy (and basically mirrors empowerment), but it is a major shift in how most agencies do business. We have agreed to pursue alternate funds through PNC.
- Fundraising:
  - Received 150 completed bedding sets from the Lisa Deiner Foundation; total cash and in-kind contributions from this foundation since November exceeded \$26,000 in value.
  - Over \$1,000 was raised on our behalf through Vagina Monologue Productions held at Muhlenberg College and Touchstone Theatre in February.

### Organizational Management:

- Planning the Volunteer Appreciation for April 25th. This year's event to be held at Morgan's in South Whitehall...keep an eye out for your invitation!
- Renegotiated copier contracts and having new equipment installed at both facilities.
- Implementing transition to paperless client file system.
- Worked with JetPay to correct a 2016 tax issue for employees who paid for dependent health care.
- Applied to Careerlink to become a host site for the Senior Community Service Employment Program. Under this initiative, older adults who are re-entering the workforce will be paid by Careerlink to work at host sites for 20 hours per week as the person gains job skills (although length of service is unlimited).
- Officially "closed out" production of our new fiscal software package.

### Personnel:

- One new WC claim for slip at courthouse; two outstanding WC claims - no update.
- EEOC claim - claim was dismissed, although counsel expects this will now trigger filing of the claim in federal court (as has occurred with other claims).

### Advocacy:

- Guest lectured at Lehigh U class on creating & sustaining non-profits taught by Alan Jennings, ED of CACLV. One of the students in the class, Justin Landowne, has asked to attend one of our Board's meetings to gain a better perspective on nonprofit management. He has offered to help take minutes as part of your willingness to welcome him to your March meeting. Thanks in advance for your hospitality!
- Participated in advocacy day session conducted by Rep. Schlossberg, volunteer activism day coordinated by FierceLV, and Planned Parenthood Action Forum.
- Attended Community Conversation on homelessness.
- Participating in The Red Sand Project - A Community Art Project hosted by Crime Victim's Council, aimed at raising community awareness to the issue of human trafficking.
- Exploring implementation of new screening for older adults with staff of St. Luke's Senior Care Services.

### Programming Highlights:

- Minna Davis, therapeutic supervisor of Laurel House in Montgomery County, conducted an all-staff training on empowerment and trauma-informed advocacy.

- Our new regular wellness programs at Safe House are underway and well-received. In addition to our Medical Advocate offering Cooking Matters classes at Safe House, coordinated additional healthy eating partnership with the Dietician of ShopRite. Residents of LVHN and Allentown Health Bureau have offered several sessions on health and wellness, including mindfulness and stress reduction. Wells Fargo has started offering financial planning basics as a regular part of our Life Skills group. Lots of exciting new initiatives!
- Lethality Assessment Protocol training for police in both counties will be held as part on crisis response training over the next few weeks.
- Began reaching out to Resident Advisors at local colleges to schedule training for the summer on identifying abusive behaviors.