



## Minutes

Board of Directors Meeting  
Social Services Technology Solutions

**Date:** Saturday, 30 January 2022

**Time:** 12:30 PM

**Location:** Virtual Zoom Meeting (Covid-19 Protocol)

**Present:** Ray Manning, President  
Ruby Guillen, Vice President  
Joseph Powers, Secretary  
Lisa Powers, Board member

**Absent:** Albert Heng, Treasurer

I **Call to order:** at 12:30 PM by presiding officer Ray Manning.

II **Quorum:** three of five Board members present (three required.)

III **Reading and Approval of Minutes:** Minutes of the original board meeting of January 2021 were accepted and approved by unanimous consent.

IV **Treasurer's Report**

- A. The treasurer's report was provided by the Chief Executive Officer in place of the Chief Financial Officer. The report indicated a balance of \$1996. Major expenses for the past year were the web SSL certificate payments and office supplies. An angel investment donation of \$1000 was received. Expenses for an SSL certificate and office supplies were reported. Total income for the year was \$1010 and expenditures were \$240.
- B. No new memberships, membership audit responses and receipts were received since the last meeting.

V **Unfinished Business and General Orders:**

A. Non-Profit Paperwork

- (1) Paperwork required to maintain the status of the 501 (c) (3) non-profit are in the process of being filed. These include the reporting to the California Secretary of State, the California Registry of Charities, and tax returns to the California Franchise Tax Board and the United States Department of Treasury.

- (2) Accepted by unanimous consent and filed.

B. Grant Applications from 2022

- (1) None. Grants that SSTS would typically apply for, related to child abuse, domestic violence, and human trafficking, were on hold due to the Covid-19 pandemic. We attempted to work on Covid-19 applications, such as personal protective equipment availability or tracking applications, but we did not gain traction.

## VI New Business:

### A. Resignation – Albert Heng, Treasurer

- (1) A letter of resignation has not been received. The board of directors agreed to start looking for a replacement treasurer and Chief Financial Officer.

### B. Appointments

- (1) Except for the removal of Albert Heng, the current board of directors remained unchanged.

### C. Finance & Funds Management

- (1) Present assets are around \$1996 of which about \$1996 resides in the Union Bank checking account. A minimum balance of \$1000 is required to avoid monthly service charges for the account.
  - (a) A majority of expenses for the past period were related to web hosting, web SSL certificates for the SSTS website, office supplies and some transportation to events where sales/grants were possible.

### D. Authorization of Activities for 2022 Program Year

#### (1) Grant Writing

##### (a) Communications

- (i) We are in continuous contact with potential grant funders. The expenses associated with these events is minimal since most members of Social Services Technology Solutions are still providing sweat equity at this time.
- (ii) Following the decision that we are an official 501(c)(3) as recognized by the Internal Revenue Service, we are beginning to write targeted grants where our tools will be beneficial. There will be (unknown) costs associated with the production and delivery of these grant proposals.

##### (b) Annual Meeting

- (i) The annual meeting will be an informal meeting with non-alcoholic drinks and inexpensive food provided for Board Members and any other attendees.

#### (2) Mission Projects

- (a) Resource Provision – discussions continue with the California Youth Council, Long Beach Human Trafficking Task Force, Fair Trade Long Beach, the City of Long Beach police department, Long Beach homeless advocates, and Long Beach City College regarding the distribution/provision of shelter and food insecurity issues.
- (b) Child Abuse Prevention and Detection – discussions continued with the Hospital Network and Inter-Agency Council on Child Abuse and Neglect. Our data entry tool and trending/prediction tool is receiving a lot of attention but we have not received any grant money at this time. This project was assumed dead in 2020 due to lack of funding, but it seems to be coming back with different principals leading the effort.
- (c) Smart Cities Project – Homelessness
- (d) Smart Cities Project – Police Crime Reporting and Tracking
- (e) Incidental Unscheduled Project – SSTS volunteered their efforts to develop the Fair Trade Long Beach website, events calendar, and mass mailing campaign. Fair Trade Long Beach attempts to provide consumers with choices of products made with fair wages paid to employees, safe working conditions, the absence of child labor, and the absence of labor/people exploitation. Fair Trade Long Beach is happy with the SSTS efforts and have referenced us to the Long Beach Human Trafficking

Task Force for their website and technology development geared towards eliminating human trafficking.

- (f) Incidental Unscheduled Project – SSTS volunteered their efforts to develop a website for the Long Beach Human Trafficking Task Force (LBHTTF). SSTS has had a presence at LBHTTF meetings for many years. The initial website was built including a searchable, geolocatable page of resources for victims of human trafficking. We are awaiting a decision from the core team of the LBHTTF as to how to proceed from here.
- (g) Incidental Unscheduled Project – SSTS developed a methodology to assist in evaluating the risk level for people exposed to trauma. This grew out of our meetings with Trauma Informed Care (TIC) experts. Our methodology uses trauma scores to evaluate the risks for future child abuse or domestic violence. We are alert to funding possibilities in this area.
- (h) Incidental Unscheduled Projects – additional projects will certainly “walk in the door” and we are ready to support them if they fall within our mission statement and corporation charter.

**E. Budget for 2022 Program Year**

- (1) There was no draft budget provided by the Treasurer or Chief Financial Officer. The Board of Directors knows that we are currently operating “on a shoestring” until some of our technology tool development work or grant applications generate operating capital.

**F. Funding Strategy for 2022 Program Year**

- (1) The Board of Directors is spending money judiciously to target opportunities for our technology adoption. They are not spending on frivolous activities. They must see a near-term payoff before allocating money for a project.
- (2) Social Services Technology Solutions continues to work on writing targeted grant applications in fields where we believe that we have an opportunity for success.

**G. Next Board Meeting**

- (1) Motion by Secretary Powers: “that the next meeting of the Board of Directors of Social Services Technology Solutions will be held at the Powers residence after school is out for the spring semesters/quarters of local schools. Final logistics to be determined”.
- (2) Motion unanimously adopted.

**VII Open Forum:**

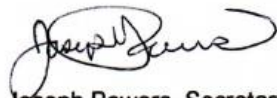
- A. The need to look for a trustworthy and mission-compatible Chief Financial Officer is critical. The Board accepted this action.

**VIII Adjournment:**

- A. There being no further business, CEO Ray Manning declared the meeting adjourned by unanimous consent.
- B. Meeting adjourned at 14:00 PM

Respectfully submitted by,

Adopted by the Board in the meeting  
of 30 January 2022,  
(Date of Meeting)

  
Joseph Powers, Secretary

  
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(Signature of Presiding Officer)