Call to order
The June meeting of the LSND Board of Directors was opened by President Laurel Forsberg at 1:35 p.m.

Roll Call
Wade Enget, Laurel Forsberg, Mary Kae Kelsch, Rob Manly, Paul Murphy, Tracy Laaveg, Gary Ramsey, Lisa Tomlinson, Jim Wang and Bob Woods participated in the meeting.

Absent
Board members Lenora Kutz and Shanice Lambert were not available.

Staff Present

Minutes
A motion to approve the minutes of the March 27, 2018 board meeting was made by Tracy Laaveg, second to the motion by Gary Ramsey, motion carried.

Minutes
A motion to approve the April 18 Audit and Finance Committee minutes was made by Mary Kae Kelsch, motion seconded by Lisa Tomlinson, motion carried.

Regs 1612 – 1620
Audrey Solheim gave the 45 CFR 1612 and 1620 report regarding legislative administrative advocacy and emergency non priority cases since the previous meeting. There was no activity to report.

Fiscal Review
Kim reported on the May 2018 Budget-to-Actual Report. Actual revenues to date are reported and are below budget at this time due reimbursements for most grants are on a quarterly basis. Expense line items are within budget except audit and insurance which is due to timing of the bills received.

Kim presented the 2018 Budget Amendment which includes an increase from LSC in both Base and Native America funding. May and June LSC checks received included the increased funding.

Discussions on concerns regarding grants that will be ending in September 2018 include NARF Civil and Bakken CAWS DV grant. Other minor changes regarding revenue were discussed.
Personnel expenses were reduced due to turnover in staff, which affected benefit costs such as health insurance and payroll taxes. Minor adjustments were made to operational expenses. At this time that budget loss is predicted to be $9,378 for 2018.

Motion to approve the 2018 Amended Budget report was made by Mary Kae Kelsch, seconded by Rob Manly, Motion carried.

Executive Committee Report
President Laurel, on behalf of the board, welcomed attorney Jim Wang of Minnewaukan to our board.

Bylaws Committee
Gary Ramsey, Chair indicated there was nothing new to report.

Public Relations Committee
Mary Kae Kelsch, Chair of the PR committee indicated that since we plan to work with the upcoming legislature, it is important that we cultivate relationships with legislators so they are supportive of legal services. Staff should invite local legislators to their offices this summer so they can become familiar with what we do. Ideas included extending invitation to those legislators who are nearby, having an open house, or doing some sort of outreach to involve them. That type of cheerleading can go a long way.

Each ND legislator was mailed a copy of our 2017 Annual Report to help them understand our program and our goals.

Strategic Plan
The first 3 year Strategic Plan was established in 2014. In September 2017 another Strategic Planning process was held. Carter and Teri McNamara, who are originally from North Dakota, led the effort. With the participation of board and management staff in an all day workshop ideas were discussed and a 5-year Strategic Plan written. A committee has been established made up of board and management staff to continue discussions in our road as we progress to implement these goals.

The questions regarding program goals asked in the LSC Request for Funds (RFP) prepared earlier this year all makes sense now. If we had finished our workplans it would have been helpful for staff, as a roadmap to the future. The planning done with the Strategic Planning team as well as the discussions and inclusion of all staff with the implementation of the office workplans is vital to an ongoing functional organization.
Another part of plan was educating the bar itself on the importance of our program. Rich provided an informational session on LSND at the State Bar Annual Meeting. He proposed to the Board of Governors that the dues for the State Bar licensure would include a mandatory increase in bar dues that would be transferred to our program. Ultimately the BOG was unwilling to go along with a mandatory increase of bar dues; instead they decided to provide a place on the licensure application for people to voluntarily donate to LSND. They expressed appreciation of the work LSND does.

It was important to encourage attorneys to talk about the need for additional funding and let them know we are looking for a way to fulfill that need.

Rich listed his 3 point strategy for securing more secure funding as mentioned at the March meeting:

1. Mandatory licenses (declined by SBAND Board of Governors)
2. Increase the Surcharge cap on filing fees.
3. Ask the legislature for money from the general fund. (Members of the board cautioned us from becoming a state agency, which is what would happen if we were funded from the general fund.)

**Topic #1** – Voluntary contributions may be made, but mandatory funding was not approved by the Board of Governors.

**Topic #2** Rob Manly, board member who also practices law in Minnesota, indicated that the Minnesota filing fees are much higher. North Dakota has not increased the fees for a number of years. He thought that those filing fees should be increased. Others agreed this would be an amiable solution.

Increasing the court filing fees would require legislative action, and it is important that the Chief Justice is in agreement with this action. He has expressed support in the past for this change.

Board members are willing to help Rich with requesting this funding increase. The point person would be Wade Enget and would include Gary Ramsey; other board members may be included as well.

**Topic #3** State Funding. LSND receives grant money through the ND Department of Human Services, which is a state agency.
Title III funds are dedicated to our senior programs. This keeps us one step away from becoming a state agency, and the restrictions this would entail.

Members of the board signed the Strategic Planning document individually, indicating they agreed with the document.

Ed Reinhardt, Deputy Director in charge of the Native American programs provided a report on that segment of our agency.

LSND receives $260,000 to cover the reservations of Fort Berthold Reservation with the office based in New Town, (Mandan, Hidatsa, and Arikara tribes) and the Turtle Mountain Reservation in Belcourt (Chippewa) and Spirit Lake Reservation (Sioux) with that office based in Belcourt. Outreach is done to Spirit Lake once a week by the Belcourt office staff.

Staff members in the New Town office are Clarine DeGroot and Joelle Marquez. Staff members in the Belcourt office are Rhonda Belgarde-Baker, Ashley Keplin and Kirstine Baker.

Ed Reinhart supervises these office staff. Brad Peterson is also a source of Indian Law expertise, before coming to LSND he worked at Standing Rock (2003) and teaches at Sitting Bull College on that reservation, making a weekly trip there. He understands how things work and don’t work on Indian reservations. Standing Rock Reservation is not covered by LSND; they are funded by Dakota Plains Legal Services out of South Dakota.

Types of cases included in the Native American programs include VITA – which is income tax assistance. During the 2017 tax season the combined total of New Town and Belcourt were 493 tax returns which accounts for over $1 million in refunds.

Funds are also received from the Native American Rights Fund known as NARF. NARF provides assistance with both civil and criminal cases. There is an exception which allows Indian programs to do criminal cases. Most of these cases are juvenile delinquent cases at Belcourt. They generally average 3-5 cases every week and they are disposed of quickly. In addition Rhonda (Belcourt) has a drug court program.
The civil part of the NARF grant concentrates on Indian Wills. They are more complicated than simple wills. They also do Health and Financial Durable Powers of Attorney (DPOA).

Schedule

The next board meeting will be a noon webinar on September 25.

The winter board meeting will be on Thursday, December 6 at the Bismarck LSND Office Conference Room, at 7 p.m. It will be held the day prior to the LSND CLE at the Bismarck Radisson, December 7.

Adjourn

There being no further business, President Forsberg declared the meeting adjourned at 3:15 p.m.

Submitted by Mary Kae Kelsch, Secretary/Treasurer