

**Metro Social Services Board of Commissioners
Called Meeting Summary
of
May 26, 2010**

Board Members Present: Howard Gentry, Patrick Willard, Mary Kate Mouser, George Price, Frank Boehm and Bill Sinclair
Board Members Absent: Gwen Harris
Legal Advisor: Christy Feldman
Mayor Liaison: Hershell Warren

Commissioner Gentry called the meeting to order by welcoming everyone. Commissioner Gentry then introduced the newest MSS board member Bill Sinclair, Director of Catholic Charities of Tennessee. Commissioner Sinclair will be replacing Barbara Toms.

Commissioner Gentry then requested a motion to approve the April 28 meeting summary. Motion was properly made, seconded and accepted unanimously.

Commissioner Sinclair abstained from today's vote since he was not a member of the commission at the last meeting.

Director's Report

Renee Pratt began her report by thanking staff for the past three weeks in which MSS has worked with the disaster recovery effort. MSS workers were at the Metro Disaster Information Center sites working beginning Tuesday after the floods. The MSS Nutrition and Homemaker staffs were also out providing services during this time.

As of May 21, MSS has already committed over 800 hours to the recovery relief effort. MSS is aware that recovery will take many more months, and that case management will be extremely important. MSS is a part of the Mayors Long Term Recovery Team and Dinah Gregory was asked to participate in the committee on case management. Planning and Coordination also produced a document called the Overview of Long-Term Disaster Recovery Issues for Nashville and this document will be shared with the Mayor's office and the community.

Michelle Rikli, Manager of Quality for MSS was also appointed to assist with the flood relief at the Millwood Community.

Ms. Pratt mentioned the MSS budget that was presented to Council last week, and with a reduction of approximately \$116,600 which will be absorbed by giving up three vacant positions, telecommunication reduction and office supply reduction. MSS will not have layoffs, staff reduction or reduction in services. Along with the current budget the Mayor is proposing a 2% bonus across the board for employees and also the restoration of the longevity paid bonus, which could possibly increase the budget.

Marlene Helm, Director of the Department of Social Services in Lexington, Kentucky, contacted Ms. Pratt because she and her staff are interested in the way our Board of

Commissioners works. Ms. Helm asked to visit with the Commissioners at the June board meeting and discuss the various processes of the Commission. Ms. Pratt stated that she would get information out to the board regarding some of the topics of discussion and questions that Ms. Helm may have at the meeting.

The board had questions regarding the hours spent working with the disaster recovery and what problems the citizens in Davidson County were encountering. Ms. Pratt stated one of the main problems was housing.

Commissioner Gentry then recognized former Commissioner, Barbara Toms who left the commission this year due to her professional responsibilities. Commissioner Gentry along with the MSS Board of Commissioners thanked Mrs. Toms and presented her with a gift of appreciation.

Finance

Ms. McEwen began her report by stating that the operating budget at the end of April was about \$213,000 under budget. Ms. McEwen is projecting that MSS will be approximately \$220,000 under budget. Contracted services may end up close to budget, supplies will be over budget, with the supplies offset by being under budget in personal services.

Ms. McEwen stated that she has been attending meetings all week regarding the flood expenditures. MSS does not have significant flood expenditures except for the hours staff has put in. Most of the time spent on the flood relief has been regular time for which we will not be reimbursed.

The special donations fund has approximately \$23,000 and the AARA fund has recorded expenditures of \$48,000. Ms. McEwen is anticipating by the end of this fiscal year we will have spent about \$135,000.

Planning and Coordination Report

Dinah Gregory stated at last month's meeting the board discussed the plans for an orientation meeting for the poverty initiative implementation leadership month, however, the plans were delayed due to the flood. The meeting was postponed until June 8. At that meeting the leadership of the implementation teams will be called together to give instructions on what their expectations are.

Ms. Gregory stated that the committees will be asked to meet later during the month by individual implementation teams to prepare a baseline report. They will also be able to request modifications to the plans as they see needed due to the flood. However, all the decisions will come back to the poverty council on July 26 at 9 a.m. until 12:00 at Second Harvest Food Bank.

The board then had discussion concerning the real needs of the Davidson County community and to make sure the needs are being met. It was then stated that a meeting was to be held at the Mayor's office tomorrow in which more information should be provided concerning this topic. Commissioner Gentry then asked Ms. Pratt to report back to the board by email the results from this meeting.

Old Business

Commissioner Gentry stated at the last meeting the commission members left with an understanding that a written document from Metro Human Resource and the MSS Bylaws/Charter would be provided as it relates to the commissions placement requirements for the Executive Director position. Christy Feldman with Metro Legal provided this information along with an appointment contract in which the board will discuss.

At that point Commissioner Gentry asked if anyone minded excusing themselves from the room, and the audience was agreeable and left the room, other than Board members and Bonnie Campbell.

The Board deliberated the terms of the contract to employ Renee Pratt to serve as MSS Executive Director. They agreed upon tenure, compensation, job description, performance measures, amount of vacation and leave balance from civil service.

Commissioner Boehm made the motion that we accept the contract pending the revisions to; tenure, salary, vacation per year, leave from civil services, job description and performance goals. Motion was moved and seconded.

The audience was invited to return to the room where it was announced that Ms. Pratt was hired as Executive Director of Metro Social Services by the Commission.

Commissioner Gentry called for the meeting to be adjourned.