

**Metro Social Services Board of Commissioners
Meeting Summary
of
April 25, 2012**

Board Members Present: Frank Boehm, George Price, Marlen Santana Perez, Kristine LaLonde and Renard François

Board Members Absent: Mary Rolando

Metro Legal Advisor: Keri Kozlowski

Mayor Liaison:

Commissioner Boehm called the meeting to order by welcoming everyone to the April Metro Social Services (MSS) Board of Commissioners Meeting.

Commissioner Boehm made a motion to approve the March meeting summary. Motion was properly made, seconded and accepted unanimously.

Finance

Pam McEwen stated that MSS was approximately \$256,040.56 under budget as of the end of March. For the fiscal year, Ms. McEwen is estimating that MSS will be approximately \$340,000 under budget. Within the 4% Reserve Fund, we have the Client Tracking Software Project of which \$23,075 has been spent through the end of March and the Donation Fund we have a balance of \$28,977.99. Approximately 75% has been spent to date on contracts and we are on target for our contracts.

Homelessness Commission

Clifton Harris began his report by commenting on the contract between MSS and the Homelessness Commission and the Key Alliance has gone through its 2nd reading before the Metro Council and it has the 3rd and final reading scheduled for next Tuesday which will formalize the relationship among the parties.

Next, Mr. Harris welcomed John Hite as the new Special Events Coordinator, along with Tojuanna Jordan as the new Development Coordinator.

Project Homeless Connect was a great success with over 800 guests receiving over 8,000 services from 70 different agencies with more than 500 volunteers. The keyalliance.org website will show a video of the event.

The 5K Run/Walk for the Homeless is scheduled for Saturday, May 12, 2012. Mr. Harris invited all commissioners to participate in this event.

The Homelessness Commission also has been given an opportunity to host the United States Interagency Council on Homelessness scheduled on May 3. The Director, Barbara Poppe and her staff will be here in Nashville for a nationwide conference and will also spend time

to hear more about what the Homelessness Commission is doing in Nashville. All Commissioners are invited to attend.

HMIS continues to go well, and a meeting has been scheduled with the Homelessness Executive Commissioner and the HMIS coordinators.

Program Reports

- *Adult & Family* – Commissioner Perez stated the main request continues to be affordable housing, utilities and household items. Approximately 5% of the customers that came for services were looking for employment and 55% percent came for a place to live. There are a total of 5 case workers assigned to Adult and Family with 33 new cases for the month of April.
- *Homeless* – Commissioner Sinclair stated that he met with the Homeless program staff and from this meeting the primary goals are to assist the homeless/prevent homeless and to assist ex-offenders with housing. There are a total of 7 staff members in the Homeless program who have a combined total of 93 cases.

The basic need of the Homeless department is to assist with shelter and securing identification documentation (birth certificates). The primary challenge is people that are living without shelter and limited resources. Commissioner Sinclair asked what could the board do to help, and it was stated that input for the Metro Council may be of benefit. He also noted the need to find a way to speed up services for those that are eligible and waiting for services to start.

Clifton Harris stated that there is a core group called the Nashville Coalition for the Homeless that meets every 3rd Thursday at the Rescue Mission. This group networks to discuss various types of resources. Mr. Harris is to schedule a time for Commissioner Boehm and Commission Sinclair to attend one of the meetings.

Commissioner Boehm stated that he and Clifton Harris went to visit the Rescue Mission and it was very educational. The Rescue Mission is located in the old Sears building and has been at this location for about 7 years. Commissioner Boehm stated that he was very impressed with the graduated sleeping program, which allows participants to move up according to your accomplishments. As you move up the dorms get smaller with less roommates all the way to two per room. The building has many classrooms in which a variety of different trainings are offered. The cafeteria feeds around 200 people at a time three meals a day. The women's facility is located on Rosa Parks Boulevard.

- *Nutrition* – Commissioner Francois commented that on the April 19 the Nutrition Program had an open house at Hickory Hollow Towers. The purpose of having the Open House was to market the Homemaker and Nutrition Programs, provide an opportunity to address social needs and to share time together over a meal provided by Piccadilly. These open houses will be happening on a monthly basis and the next one is scheduled for April 26 at Cumberland View Towers from 10:00 to noon and Commissioners are invited. Lastly, on April 27 will be the Volunteer Banquet.

A question came up regarding the food bank and whether we have enough food in the Nashville area to take care of the needs. Commissioner Sinclair stated that when the community is made aware of a resource that is giving away food, then more and more people will show up and there would not be enough food for everyone. Commissioner Boehm asked Commissioner LaLonde if a program related to the Poverty Council could help in the area of food for the needy in Nashville. Commissioner LaLonde stated that she would follow up with the Poverty Council on this issue and provide feedback at the next meeting.

- *Planning & Coordination* – Commissioner LaLonde stated that at a recent meeting of the Poverty Council, the workforce development team made a presentation on their work and they are now looking at all the teams and their roles. One of discussions was around the name and mission statement of the organization. Commissioner LaLonde has ongoing conversations regarding getting more people involved to work the Poverty Council.

The Poverty Council had no objections to the Executive Committee document that was discussed at last month's MSS Board of Commissioners meeting.

Executive Directors Report

Renee Pratt began by stating that she has been asked by Dr. Jessie Register of Metro Schools to serve on a new transformational leadership group named Community Achieves. This group will address the emotional and social factors that influence students in the Davidson County area. The first meeting was a very productive meeting and she will provide additional information when it is available.

The Council Budget Meeting is scheduled for May 22 at 4:30 p.m.

The new case management system is moving forward, with a projected completion date of November 2012. Ms. Pratt stated that she plan on having the originator of this system provide a live presentation of this system at the May meeting.

Ms. Pratt then invited the Commissioners to attend the Volunteer Banquet at Piccadilly on Friday afternoon at 6:00 p.m.

The Mayor will give his "State of Metro Address" on May 1. Mayor Dean usually provides information regarding the budgets

New Business

Old Business

Indigent Burial Services

Renee Pratt began by stating at last month's board meeting discussion was held concerning the procedures for the Indigent Burial Program and with the assistance from Metro Legal, correspondence relating to this procedure was then forwarded to each Commissioner to review. Ms. Pratt stated that she had the opportunity to speak to the Deputy Director of Finance regarding the concerns of the Indigent Burial Program and obtaining the land. The Finance Department wanted more information as it relates to our program and what other states are currently doing.

Planning and Coordination created a report that provided a document that contains all the requested information, which was provided to Commissioners. Ms. Pratt stated that after the Commissioners have had the opportunity to review the documentation regarding the Indigent Burial Program they can bring any questions or concerns to the May board meeting. Ms. Pratt hope to have an answer from Finance by the May board meeting.

Carol Wilson, Manager of the Indigent Burial Program stated that the concerns from last month involved residency issues. The current policy defines a resident as "someone who is currently living in Nashville or Davidson County or someone who dies in Nashville or Davidson County". Ms. Wilson stated that we would like to use this opportunity for the MSS Board of Commissioners to revise the eligibility process. Ms. Pratt also included that we must also identify a time limit to determine the residents of Davidson County.

Commissioner Boehm asked Corey Harkey with Metro Legal if the procedures can be changed internally by MSS. Commissioner Boehm suggested that Commissioners review the documentation and provide any input or concerns and then have staff prepare a revised procedure.

Commissioner Sinclair asked who has the ownership of the policies/procedures. Ms. Harkey stated that the MSS Board of Commissioners' is able to make rules and regulations regarding the services that MSS provides. The MSS Board of Commissioners also owns the procedural policy that is currently in place and the Commissioners have the ability to make changes.

Commissioner Boehm encouraged the Commissioners to read the documents on Indigent Burial and questions at the May meeting. Commissioner LaLonde would like to see the cost comparison between purchasing and using Metro land or using other funeral homes and buying burial plots. Commissioner LaLonde also reminded the board of the upkeep of the land and plots once purchased. Ms. Pratt stated that this issue will need to be decided by Metro Finance. Commissioner Boehm then asked Ms. Harkey if she could provide us with the state requirements/codes and bring this back to the May meeting.

Commissioner Boehm called for the meeting to be adjourned.