

**Metro Social Services Board of Commissioners  
Meeting Summary  
of  
November 28, 2012**

**Board Members Present:** Frank Boehm, Mary Rolando, Kristine LaLonde, Renard François and Bill Sinclair

**Board Members Absent:**

**Metro Legal Advisor:** Josh Lee

**Mayor Liaison:** Hershell Warren

Commissioner Boehm called the November Metro Social Services (MSS) Board of Commissioners meeting to order. Commissioner Boehm began the meeting by welcoming everyone and announced the retirement of Hershell Warren, the Mayor's Liaison. Mr. Warren is scheduled to retire at the end of February 2013.

Commissioner Boehm then announced the resignation of Bishop George Price and Marlen Santana Perez. Bishop Price resigned for health reasons and Marlen Perez had a very busy work schedule, and they both will be missed. Mayor Karl Dean is in the process of naming replacements for these two openings.

***Commissioner Boehm made a motion to approve the September meeting summary. A motion was properly made, seconded and accepted unanimously.***

**Finance**

Pam McEwen began her report by stating that MSS is currently \$137,000 under budget with a few programs that are slightly over budget. Ms. McEwen projected that MSS would be \$217,000 under budget for the year with \$193,000 coming from fringe benefits. The customer data base project has a balance of \$54,000 and the project is on schedule. The Metro Social Services Special Donation fund has a balance of almost \$30,000.

Ms. McEwen then commented on the budget of the Homelessness Commission, which is part of Metro Social Services. However, the Homelessness Commission identifies how the funds will be spent. Ms. McEwen suggested that donations received in for the Homelessness Connect Project this year will be recorded in a separate fund which could only be used for this project.

**Budget Process**

Ms. McEwen stated that if the board would like to propose any additions or improvements to the current budget they need to start looking at the options now. The process usually starts with the budget kickoff, which will provide each department with specific

requirements and reductions. Then normally at the January MSS Board of Commissioners meeting, MSS staff will present recommendations to the board for their approval before it is presented to the Mayor and council.

The Homelessness Executive Committee will meet to discuss any improvements or reductions they may have and present it to the Homelessness Commission in January. After that it would be presented to the MSS Board of Commissioners for final approval.

Commissioner Sinclair asked that since we will not have a December meeting due to the holiday that any budget information is sent out to the board prior to the January meeting.

Commissioner Sinclair asked for clarification about the role of the MSS Board of Commissioners regarding the Homelessness Commission and what will be the relationship moving forward. MSS Board of Commissioners would like to have that information prior to the January meeting.

Commissioner Boehm stated that he, Renee Pratt and Hershell Warren participated in the search committee for the new Director of the Homelessness Commission. Commissioner Boehm stated that they had some good candidates and one has been selected, with the necessary paperwork being completed prior to making the announcement. Commissioner Boehm noted that once the Homelessness Director is in place, most of these concerns will be answered.

Commissioner Boehm also commented on the two new MSS Board of Commissioners that will be appointed by the Mayor in the next few months. Ms. Pratt and Commissioner Boehm indicated that as new commissioners are added, it would be a good time to assign a different program liaison assignment for each of the commissioners, which was supported by the commission. MSS Board members felt this was a great idea.

### **Program Reports**

- *Homeless* – Commissioner Sinclair stated that the program is currently fully staffed. However, the current case load is still very high with 118 cases which are nearly 20 open cases per worker. Nineteen persons have been placed in permanent housing.

Commissioner Boehm stated that he is looking forward to seeing the Homelessness Director working closely with the Homeless Program. It was suggested that the Homelessness Director start attending the MSS Board of Commissioners meeting and provide a monthly report. Josh Lee with Metro Legal was asked to follow up on the rules of the boards and sub-committees regarding their roles and regulations for commission members. Commissioner Boehm further suggested that legal follow up with the Mayor's office on the rules and regulations regarding commission members.

- *Homemaker* – Pat Wingfield will give the report today in place of Commissioner Rolando. Ms. Wingfield stated that the Homemaker Program has one vacant

position due to a resignation. The Homemakers continue to receive referrals on a regular basis with a total 161 customers receiving Homemaker services.

Commissioner Boehm commented that he had read an article regarding the Mayor's interest in the Food Deserts in Nashville and making sure they were bringing healthy food to the various areas in Davidson County. Julius Witherspoon with Planning and Coordination stated that the Tennessee Groceries Association is providing seed money to open grocery stores in food deserts.

- *Planning and Coordination* – Commissioner LaLonde stated that more focus should be placed on the food team and that is where her focus will be for the next few months.

Commissioner LaLonde stated that the Poverty Council meeting held in September went well and they are finalizing the Mission Statement for the organization and it is close to completion. The next full Poverty Council meeting will be held in January. Commissioner LaLonde stated that she is feeling very confident that Nashville will be named as one of the cities to receive a \$3 million grant from the Bloomberg Foundation.

The Workforce Development Team received a small grant for the work being done with A Focus Neighborhood.

### **Executive Directors Report**

Renee Pratt stated that MSS is currently running slides on Channel 3 about the Nutrition Program and the Homemaker Program. These slides detail how one would qualify, who is eligible, what MSS does along with the various programs? She said that with Judy Tackett's assistance, a communication package was put together to assist with getting the word out to the Davidson County community on what MSS does. More information will be provided at the Board retreat.

Ms. Pratt also commented on two newspaper articles, in each board members packet, written by Commissioner Boehm and Mayor Karl Dean. Each of the articles mentioned Metro Social Services.

On November 17, MSS had the Thanksgiving Giveaway along with the community partners. Five hundred meals were provided to needy families in the Davidson County area.

Ms. Pratt stated that the Board Retreat was cancelled due to the resignation of two of our board members. The Board Retreat/MSS Board of Commissioners meeting will be scheduled for Wednesday, January 23 from noon to 4:00 p.m. Ms. Pratt stated that information regarding the budget will be sent out prior to the meeting.

Ms. Pratt stated that MSS is working with Councilman Garrett on the Indigent Burial process search for land. The Mayor has asked for Councilman Garrett to work with MSS on

this project in securing land at the Bordeaux Hospital. A meeting will be set up in the next few weeks with Councilman Garrett and hospital staff to see if the land is still available.

The burial policy revisions have been completed and will be provided for the January retreat/board meeting for approval.

Commissioner Rolando reported on the Ad Hoc Committee on preparing for the Aging Population, which she chairs. The committee is developing recommendations to help people remain in their homes with in-home services and how transportation can be enhanced. Commissioner Rolando stated at the organizational meeting held in August, intended beneficiaries of the work were identified as seniors with low incomes and others with disadvantages other than income. The committee is following guiding principles that can be used to move forward and those being; provision of quality services by the private sector when available and cost effective and maximizing the flexibility of Metro Resources to meet the needs without income and physical constraints of federal and state funded sources.

Commissioner Rolando stated that the committee has met monthly and has had seven superior presentations that focused a great deal on transportation. Staff will participate in the transportation summit, which is to be held on December 1st. Recommendations will be presented at a future Board meeting.

***Commissioner Boehm called for the meeting to be adjourned.***