

**Metro Social Services Board of Commissioners
Meeting Summary
of
April 24, 2013**

Board Members Present: Frank Boehm, Kristine LaLonde, Bill Sinclair, William Harris and Chrissy Kirkwood

Board Members Absent: Mary Rolando and Renard François

Metro Legal Advisor: Josh Lee

Mayor Liaison: Erik Cole

Commissioner Boehm called the April Metro Social Services (MSS) Board of Commissioners meeting to order by introducing Erik Cole as the Mayor's Liaison replacing Hershell Warren. Erik Cole is also working with Metro Social Services on the Financial Empowerment Center Program partnering with the United Way. This program is used to assist low income people in the city Nashville.

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

Finance

Pam McEwen began her report stating for the end of March, Metro Social Services is \$85,000 under budget. Several business units are over budget

by stating at the end of January MSS was \$255,655.49 under budget. Ms. McEwen is projecting MSS will be \$319,700.00 under budget. MSS did receive an additional \$12,900.00 that covers fringe benefit and with this increase the budget went up to \$7,903,600.

The 4% funds, allocated for the customer database project, are very close to the end with a balance of \$24,175.00 and are scheduled to be completed by the end of March. The primary use for the data base is for MSS staff to input customer information to track different demographics concerning customer's needs and services. The Special Donation Funds has a balance of \$29,515.98, which is split between the Camilla Caldwell fund and the Nutrition Meals on Wheels.

Ms. McEwen also commented on the budget and explained that rather than ask finance for the additional monies for telecommunication and burial improvements, this process will be discussed during True-Up. True-Up is done during the budget process and after the Metro

Council has approved the budget. True-Up is an opportunity for MSS to go into the business unit and object account and move projected unneeded funds from food services in Nutrition to other line items that are projected to be over budget in FY14.

Directors Report

Renee Pratt stated that she and Pam McEwen spoke with the Deputy Director of Finance about the budget along with the Financial Assistance Proposal which was approved by the board at the last meeting. Unfortunately, the monies that had been identified as surplus in our budgets cannot be used because it is savings from salaries and the funds cannot be used on any type of program funding.

Also on March 1 there is a possibility that major federal funds could be cut due to sequestration and it will impact our Senior Nutrition Program. MSS could experience an 8 to 10 percent cut which will affect the new programs and expansion services that will be put on hold until the cut is determined.

Ms. Pratt stated that she is in the process of working with our funder along with Judy Tackett to put a communication plan in place so we can inform our customers of any changes.

Commissioner Boehm noted that he was very disappointed in the ruling on the surplus funds and Commissioner Boehm is hoping to have some opportunity in which he can bring this point up for further discussion.

Dinah Gregory, Director of Planning and Coordination along with her staff are excited to release the 4th Annual Community Needs Evaluation. The event will be held on March 20th at David Lipscomb. Please let us know if any board members are interested in attending. It was suggested that we invite the Health, Hospital and Social Services of the Metro Council. Ms. Pratt will also follow up with the Mayor's office on the appointment of the new MSS Liaison.

The MSS Budget Hearing is scheduled for Monday, April 1 at 2:00 p.m. in the Mayors Media Room. Please arrive 15 minutes early in case they are running ahead of schedule. Will Connelly, Metro Homelessness Commission and Renee Pratt, Metro Social Services will present the budget.

The updated Indigent Burial Policy was distributed to the board. The board had voted to accept the policy with one revision under the Overview/Next of kin - a. The person designated in a written instrument signed by Decedent in lieu of next of kin;

A motion to approve the Indigent Burial Policy with the one revision "in lieu of next of kin;" , was properly made, seconded and accepted unanimously.

Lastly, Ms. Pratt congratulated Will Connelly for an excellent turnout for Project Homeless Connect (PHC). PHC had over 800 participants, 600 volunteers and 80 providers.

Program Reports

- *Homeless* – In the absence of Commissioner Rolando, Giovanni Achoe, MSS Program Manager of the Homeless program gave a brief update. For the month of January, 18 households received case management, YTD 32 customers received permanent housing, 24 customers maintained housing during the month of January, two customers received assistance in finding employment. The spotlight partnership which is the Family Life Center had 12 individuals receive housing after MSS has shown an increased presence. In closing on a positive note, Angela Schmidt, Social Worker, served as an advocate for a customer's appeal into public housing and the customer won the appeal and was able to move back into public housing.
- *Nutrition* – In the absence of Commission LaLonde, Carol Wilson, MSS Manager of the Homeless program gave a brief update. Ms. Wilson stated that during the month of January 16, 850 home-delivered frozen meals and congregate site meals were served to 1,038 seniors. Since our last board meeting, two additional sites have been opened, Riverwood and Chippington One Towers.

From July 2012 to January 31, 2013 a total of 151 new customers were enrolled for congregate meals and 123 new homebound customers. As of January 31, the Nutrition program has provided a total of 119,992 meals for the seniors in Davidson County.

- *Planning & Coordination* – Commissioner Kirkwood met with Dinah Gregory, Director of Planning and Coordination (P&C). P&C is currently finishing up the 2012 Community Needs Evaluation and planning for the March 20 event in which they will be presenting the Community Needs Evaluation.

Commissioner Boehm commented on how much information is located within the Community Needs Evaluation. P&C is providing data that can be used for evidence based social services practices, which means the models' have been tested and work effectively. Ms. Pratt further stated that other agencies have used different demographics from the Community Needs Evaluation and they information from P&C to enhance their services.

- *Indigent Burial* – Commissioner Harris stated as of January 2013, MSS has assisted with 14 burials and 2 cremations. Year-To-Date MSS has provided a total of 83 burials and 23 cremations. Commissioner Harris attended one of the graveside services on February 15 and Commissioner Harris was also able to meet with staff and found that MSS has run out of burial space. After having to purchase a plot for each burial the question is where to go from here.

Ms. Pratt stated that she is working with Councilman Garrett, along with Metro Finance Director, Rich Reibling. The discussion was to look at Bordeaux Hospital, however, it was postponed until other issues involving Bordeaux Hospital were resolved.

- *Homemaker* – Commissioner François was able to meet with Pat Wingfield, Manager of the Homemaker Program briefly. During their meeting Commissioner François stated that there have been no significant changes since last month’s meeting. For the month of February, the Homemakers have served a total 212 customers. One Homemaker Supervisor has retired and MSS plans to fill this position.
- *Family Support* – Commissioner Sinclair stated that he was able to speak with Tarver Smith, Manager one day prior to his retirement. The primary purpose of Family Support is to provide case management for people in crisis. The normal time frame for each case is 60 to 90 days. As of Friday there will be two vacant positions and it will probably be August before the positions are filled. The case loads are close to 50 cases, which is reasonable for this time of year and considering the size of the staff.

Homelessness Commission Report

Will Connelly, Director of the Homelessness Commission begin his report by discussing the event called the Campaign to End Chronic Homelessness in Nashville. The goal for this event was to set an agenda for the next 3 or 4 months. Mr. Connelly also felt this would give him the opportunity to introduce the Homelessness Commission and what their roles are. The Homelessness Commission functions to coordinate and plan an effort to end chronic homelessness in Nashville by bringing agencies together and aligning resources to get everyone on the same agenda.

Participants who attended the Campaign to End Chronic Homelessness in Nashville heard about the One Hundred Thousand Homes Campaign which focuses on the people that have been on the street the longest and are at risk of dying because of medical conditions. These are the ones that are being placed in permanent housing first and this is the preferred model for Nashville.

Communities are using this example by getting to know the people on the streets and using this data to direct case management, outreach and housing management. Mr. Connelly stated the focus now will be on targeting the resources. A representative from Memphis discussed how this campaign is working in the Memphis area. Memphis found a total of 100 at-risk and has since started a campaign called “The Memphis 100” and they are asking agencies to assist with these 100 and to date have housed 45 people.

The tool used for this type of campaign is based on research that was done in Boston. The study found risk factors, such as being on the street for 6 months and over the age of 60, there is a greater chance of dying, especially after having frost bite, cancer diagnosis, etc.

Mr. Connelly is rolling out a 4-month plan, in which a leadership team will be developed using people in other agencies. Mr. Connelly and 7 others will be attending a boot camp that will help teach different strategies of how to get people in housing. Attendees at the camp will start using a tool called Vulnerability Index which is a survey where you help someone homeless complete the survey and the data is captured from this survey and prioritized according to the data captured.

Mr. Connelly will be providing a link to the event "Campaign to End Chronic Homeless in Nashville" for anyone interested in viewing the event.

Commissioner Sinclair asked a question regarding advocating housing funds for Nashville and could this be linked to the Homelessness Commission. Dinah Gregory stated that the housing trust fund would be a broader scope than just the homeless.

Committee Assignments

Commissioner Boehm stated the Board Committees as follows:

- Nominating/Personnel Committee: **Commissioner Boehm, Commissioner Rolando and Commission Harris**
- Bylaws Committee: **Commissioner Sinclair, Commissioner Harris and Commissioner Francois**
- Governance Committee: **Commissioner Sinclair, Commissioner Kirkwood and Commissioner LaLonde**

Commissioner Boehm stated that he would be contacting the Personnel Committee to discuss the Director's contract.

Commissioner Boehm called for the meeting to be adjourned.