

**Metro Social Services Board of Commissioners
Meeting Summary
of
August, 28 2013**

Board Members Present: Frank Boehm, Betty Johnson, Bill Sinclair and Mary Rolando,

Board Members Absent: Renard François, William Harris, and Chrissy Kirkwood

Metro Legal Advisor: Josh Lee

Mayor Liaison: Erik Cole

Commissioner Boehm called the August Metro Social Services (MSS) Board of Commissioners meeting to order. Commissioner Boehm began the meeting by introducing Betty Johnson, the new MSS Commissioner. Commissioner Johnson currently serves as the Vice President at Goodwill Industries in Nashville.

Finance

Pam McEwen began her report by stating that the total budget for fiscal year 2014 is \$7,825,700.00. However, MSS will receive an allotment in January to cover the 1 ½% increments in salaries which is around \$60 or \$70 K.

Pam stated that the projections for the year will be a little closer this year than in the past, due to less available funding in personal services. The final budget has not been posted, and the increments must be manually calculated and entered. Another factor due to the final budget not being ready is the internal service fees, which will not post until the final budget is complete.

The donation fund, which is split between Camilla Caldwell and Meals on Wheels, has a balance of \$32,172.08. The Homeless Donation Fund has a balance of \$88,346.65, with \$73,947.80 in "How's Nashville" and the remaining balance in Project Homeless Connect.

Program Reports

Commissioner Boehm explained this process to Commissioner Johnson, about how the Board program liaisons meet with the Program Manager to find out what is going on. This is to facilitate about understanding the program to report on the findings at each monthly Board meeting. Commissioner Johnson will work with the Nutrition Program and the Program Manager, Carol Wilson.

- *Family Support* – Commissioner Sinclair began his report by commenting on the service gaps include employment, transportation, request for gas vouchers,

available/affordable housing, housing related financial assistance and household furniture.

The population served is three quarters female, 70% African American and 20% Caucasian and 10% mixed. More than 55% of those seeking assistance from MSS are under the age of 39, another 25% are in the age group of 50 to 59 and 5% over the age of 70. The main reason for customers seeking assistance is housing related financial issues, 18% healthcare and 15% transportation. Other reasons for customers seeking assistance are emergency food, education and assistance with employment.

The trends from the perspective of staff are that more and more families are seeking emergency shelter, transitional housing and employment.

Commissioner Boehm did state that after this month he will be reporting on the Homeless Program and Giovanni Achoe in place of Commissioner Rolando as she becomes Board Chair.

Directors Report

Renee Pratt stated that a year ago she came to the board regarding Succession Planning for MSS, due to the number of employees retiring from key positions. So a pilot program was put in place for succession planning, which has been effective for the staff and the agency. Two positions have currently been filled using this process, the Nutrition Van Driving Position and the Program Manager II position. Another position was used in the succession planning, and we were able to promote from within being the Program Supervisor Position.

The Project Manager II position is another position in which succession planning process will be used. Pat Wingfield who is currently in this position will be retiring soon and we have started this process now so that we can gain as much knowledge from Ms. Wingfield as we can. The next position we are looking at using the succession planning process would be Pam McEwen's position as Chief Financial Officer along with the Homemaker Supervisor position.

Ms. Pratt also commented on the 2014 Fiscal Year End Projection, Pam McEwen gave regarding MSS. Ms. Pratt stated that due to increments being reinstated and across the board raises; these will come out of the MSS budget. At this point, MSS is unable to look at any additional funds from the 2014 budget to finance the Financial Assistance Program. Ms. Pratt met with Erik Cole and the chair and they decided to look at from a budget standpoint and do more research to determine how much money is needed and submit it for the following year's budget. More work will be conducted with Planning and Coordination around gathering information and data, and this information will then be submitted around the December time frame.

Ms. Pratt closed her report with thanking Commissioner Frank Boehm on behalf of the MSS agency for his leadership over the past two years. Ms. Pratt then welcomed Commissioner Rolando as the new MSS Board of Commissioner Chair.

Homelessness Commission Report

Commissioner Boehm commented on the write up that was in the August 22 edition of the Tennessean. Commissioner Boehm stated that Will Connelly, Director should be congratulated for the work he has done for the city of Nashville.

Will Connelly began his report by commenting on the June 4 launching of the "100 Day Housing Campaign" where things are to date. Mr. Connelly stated that 85 days into the campaign, approximately 130/140 homeless was placed in housing. Over a dozen agencies are reporting data, with August reports expected soon. Before the 100 days, only 19 homeless people were housed a month. A large amount of money has been raised and MDHA has also provided Section 8 vouchers. Landlords around Nashville have also been reducing rent to help house homeless people in Nashville.

Providers have been meeting every Friday to talk through the housing process and what is needed for case management, with a bottom line discussion on how to get more homeless off the streets and into permanent housing.

An event is being planned toward the end of September regarding the "100 Day Campaign". Will is also planning a party for the front line staff who worked so hard to get the homeless off the street and recognize their efforts. Will also want to make sure the innovations and improvements that have been made over the last 100 days are locked in and things can continue. Judy Tackett is in the process of preparing a newsletter that will go out soon.

Old Business

Commissioner Boehm stated that Erik Cole is in the process of setting up the meeting with MTA regarding the transportation issue identified by the Ad Hoc Committee.

Strategic Planning

Renee Pratt gave an update on the Strategic Planning Process and stated that a contract is being finalized in order to complete the process. However, this may take a few weeks since this will have to go through metro legal. Hopefully, by the next board meeting Strategic Planning can continue and break up into committees to work through the process. Once everything is in place, dates and notes from the first meeting will be distributed.

Commissioner Boehm closed the meeting by commenting on the 7 years that he has served on the MSS board and two of those years as Chair. Commissioner Boehm stated that he will continue to serve on the board until April, when his term will end.

Commissioner Boehm stated that this has been an eye-opener to him and commended MSS for the wonderful things the department has done and continue to do.

Commissioner Boehm called for the meeting to be adjourned.