

**Metro Social Services Board of Commissioners  
Meeting Minutes  
April 4, 2018**

**Board Members Present:** William Harris, Michael Bradley, Steve Meinbresse, Betty Kirkland, Brandon Thompkins and Phillip Orr

**Board Members Absent:** Charlotte Peacock

**Metro Legal Advisor:** Quan Poole

Commissioner Harris called the April Metro Social Services (MSS) Board of Commissioners meeting to order.

***Commissioner Harris requested a motion to approve the February Meeting Minutes with one correction. Commissioner Orr's name was left off the "Board Members Present" for the February meeting minutes. With this correction, the motion was moved by Commissioner Harris, seconded by Commissioner Bradley and accepted unanimously.***

Finance Report - Lisa Ricketts

For the month ending February 28, Lisa stated in the expenditures that all the business units were doing as expected and under budget by \$252,421. MSS donations are at \$17,232.50 at the end of February with the two programs being Camilla Caldwell with \$10,386.63 and Meals on Wheels with \$6,845.87.

On the Metro Homelessness Commission (MHC) donation fund there is a total of \$57,784.13 with the programs being Project Homeless Connect \$3,886.85, How's Nashville \$45,488.32 and Hospital to Home at \$10,000.00.

Lisa then discussed the overall budget for MSS and that the Mayor's Budget Hearing with MSS was on March 22<sup>nd</sup>. The HMIS Budget was submitted to the Mayor after the February meeting. MSS has been asked to take on the lead of the HMIS for the city of Nashville and Commissioner Orr stated that this is like an upgrade for the MSS agency.

***Commissioner Harris asked for a motion to approve the February Finance Report. The motion was moved by Commissioner Thompkins, seconded by Commissioner Orr and accepted unanimously.***

Homelessness Reports – Renee Pratt

Renee Pratt presented the Metro Homelessness Commission (MHC) report in the absence of Judy Tackett. Renee stated that the MHC is requesting that the current

Metro Homelessness Commission name be changed to "Homeless Impact Division of Metro Social Services", which requires a vote from the MSS Commission.

***Commissioner Harris asked for a motion to accept the Metro Homelessness Commission name change to Homeless Impact Division of Metro Social Services. The motion was moved by Commissioner Bradley, seconded by Commissioner Thompkins and accepted unanimously.***

Quan Poole, with Metro Legal stated that he would provide the legal papers for the name change at the upcoming Call MSS Commission meeting scheduled for Wednesday May 9<sup>th</sup> at 3:00 p.m. here at MSS. At that time the MSS Commissioners will discuss and review the document and give the final approval.

Due to the call MSS Board of Commissioners meeting in May, it was decided that the board would not meet in month of June.

#### Director's Report – Renee Pratt

Renee stated that she, Lisa Ricketts and Judy Tackett attended the Budget meeting with Mayor Briley and the Finance Director and the meeting went well.

Renee also commented on the Strategic Planning Session with staff and how well everything went. Staff worked together on the road map and staff will have another working session in May to work on the goals.

Renee informed the board on Metro Social Services ARC Proposal being accepted for a presentation at the Network of Social Work Managements 29<sup>th</sup> Annual Management Conference: Disruptive Leadership: Maximizing Inclusion, Invention & Innovation in Human Services to be held on June 14 & 15, 2018. MSS was selected out of over 100 entries to present at this conference. Renee stated that she and Joyce Hillman will be attending the conference in June on behalf of MSS.

Senator Cooper came to Metro Social Services and rode with Robert Jones, a Van Driver with the MSS Nutrition Program last week to deliver meals. Senator Cooper was very impressed with the assistance MSS provides to the seniors of Davidson County.

#### Nominating/Personnel Committee – Commissioner Harris and Commission Peacock

The Nominating/Personnel Committee met on Thursday, March 8<sup>th</sup> to evaluate the performance of the Metro Social Services Executive Director, Renee Pratt and to make recommendations to the Board of Commissioners on renewing Ms. Pratt's contract as Metro Social Services Executive Director.

Members present at the Nominating/Personnel Committee meeting were Commissioner Harris, Commissioner Peacock, Quan Poole and Renee Pratt. The committee discussed the Evaluation & Contract for Ms. Pratt and covered the appraisal period from May 2017 through May 2018.

The Nominating/Personnel Committee agreed that Ms. Pratt was an excellent Director and agreed that on all performance criteria Ms. Pratt ranked 2.8 out of a 3.0 scale. The Committee then reviewed Ms. Pratt's letter addressed to the committee outlining the past years activities and her participation as well as her request for the board's consideration of an extended contract. Then after careful consideration, the overall opinion of Ms. Pratt's performance as Executive Director of Metro Social Services, the Personnel Committee was unanimous in recommending that Renee Pratt be given a five year contract.

Director's salary will increase by 5% effective May 28, 2018 to May 29, 2018. It was also recommended that Renee Pratt be given a 25 day vacation each year as she has served Metro for 25 years or more and this was stated to be in the line with Metro guidelines.

**Commissioner Harris asked for a motion to accept the Metro Social Services contract for Renee Pratt as follows: MSS Executive Directors salary will increase by 5% and will be given a 5 year contract effective May 28, 2018 and 25 vacation days' each year. This is in conjunction with Section 5, Compensation of the current contract. The motion was approved, seconded and accepted unanimously.**

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