

Metro Social Services Board of Commissioners
Meeting Minutes
June 26,2019

Board Members Present: William Harris, Michael Bradley, Steve Meinbresse, Betty Kirkland and Phil Orr

Board Members Absent: Brandon Thompkins and Charlotte Peacock

Metro Legal Advisor: Alex Dickerson

Mayor Liaison:

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

Commissioner Harris requested a motion to approve the February Meeting Minutes. The motion was moved by Commissioner Bradley, seconded by Commissioner Kirkland and accepted unanimously.

Finance Report – Lisa Ricketts, CFO

For the month ending May 31, Ms. Ricketts stated the Program expenditures was under budget due to open positions and expenses that have not been billed. We have \$785,000 as of the end of May. On the revenue side we are \$6,000 over because of donations.

Ms. Ricketts stated that the MSS donation fund at the end of May \$24,618.06 and this include Camilla Caldwell, Two Generational and Meals on Wheels. The Metro Homeless donation fund has a balance of \$66,813.97.

Director Pratt reminded the Commissioners of the request by the current administration to give up 2% of the MSS budget which totals \$192,800. Director Pratt stated that we were able to come up with this amount by using some of the open positions and some funds from the Homeless Impact Division (HID).

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

Directors Report – Renee Pratt, Executive Director

Director Pratt began her report by stating that Commissioner Harris and Commissioner Orr has been reappointed for another 5-year term. Inside each Commissioners packet it will contain a sheet listing the various committees along with each Commissioner's

assigned committee. If anyone has any questions or concerns regarding these appointments, please see Director Pratt.

Director Pratt then commented on the Annual Report for 2016-17 that was just produced with the 2017-18 coming within the next couple of weeks.

Director Pratt also stated that MSS has adopted Commissioner Kirkland's concept of sending out just a short version of what is happening within MSS and what is upcoming, just to keep everyone updated in a few words.

Director Pratt was also pleased to announce that a majority of the MSS positions are filled and we are in the process of asking for approval of the two positions that we surrendered in this fiscal budget year to come up with the 2% requested by the budget office and we will keep you informed when we are able to fill those positions.

Director Pratt then spoke on youth violence and how she was really concerned with our city around youth violence. Each day you turn on the TV we hear a about a youth that has been involved in a shooting, robbery, etc. here in the Davidson County area. Director Pratt then reached out to the Mayor's Chief of Staff and explained her interest in this area. If you recall, when Megan Barry was Mayor a Youth Summit was held and six goals were developed from this Summit.

The Mayor's office then decided to put together a committee to look at this effort in terms of next steps that need to occur. So, Director Pratt volunteered MSS staff to work on research and data. Our Strategic Research & Planning unit has reach out to the MNPD and other agencies in the Davidson County area and everyone will hear more about this topic at the CNE community presentation event.

Commissioner Harris stated that we have a serious problem here in the Davidson County area concerning our youth and it is not just about one area it is all over Davidson County and something must be done now.

Director Pratt then commented on the Nutrition Program and how the Commissioners approved for the remaining six congregate meal sites to be self-operated and this process will take effect July 1. We did not have any layoffs in this area, but we have received additional funding in the Nutrition program which has enabled us to hire another van driver to deliver meals, we have increased our hot meal route to serve seniors daily and lastly, we can serve weekend meals and breakfast.

Director Pratt then mentioned the board assignments and how at one time Commissioners were assigned to a department within MSS so that the Commissioner would have a better understanding as to what MSS does. Director Pratt will follow up with you on the next steps.

Director Pratt commented on the overflow shelter and how a meeting was to be held with the Vice Mayor to determine how the shelter would operate this winter. Director

Pratt commented without the other departments it would be hard for MSS to open the overflow shelter.

Commissioner Meinbresse asked if we are aware of the cost of the other departments to operate the shelter. Director Pratt stated that we do not have that information, however Judy Tackett completed a study last year which provided the cost our department spent operating the Warming Shelter.

Director Pratt will provide Commissioner Meinbresse with documentation and data around the operation of the Warming Shelter. This concludes Director Pratt Pratts report.

Commissioner Harris asked for a motion to approve the February Director's Report. The motion was moved by Commissioner Bradley, seconded by Commissioner Orr and accepted unanimously.

Evaluation Committee – Commissioner Harris

Commissioner Harris begin by stating that he has had the opportunity to meet with Director Pratt, Executive Director of Metro Social Services and in your board packets you will find a copy of Director Pratt's Evaluation. There was one correction to be made on Director Pratt's Evaluation regarding the calculations. The cumulative overall average should be 2.7 and we will provide each Commissioner with a corrected copy.

Commissioner Harris further stated that the evaluation has no monetary change involved. So, after being informed of the one correction, we will now have a vote.

Commissioner Bradley asked if the Executive Directors salary was subject to the 3% cost of living, and Director Pratt stated yes, per her contract she can receive any cost of living increases that the current or future administration recommend. Commissioner Bradley then commended Director Pratt and the MSS staff for the service they have provided to the Davidson County Community.

Commissioner Harris asked for a motion to accept the 2018-2019 Evaluation for Director Pratt, Executive Director of Metro Social Services. The motion was approved by Commissioner Bradley, seconded by Commissioner Kirkland and accepted unanimously.

Old Business – Renee Pratt, Executive Director

Director Pratt stated for this year there were three budget proposals made to Council and they adopted to recommend the Mayors budget that he presented. With that being said, the incentives that MSS requested for next year's budget were not funded. Commissioner Kirkland had a question as to whether the HMIS systems can be done without the positions that had been requested. Director Pratt stated that the Commissioner was correct, without the positions it would be hard to operate the HMIS

system. Director Pratt stated that we are holding out hope to look at some grant funding and possibly other funding to help with the HMIS system.

Strategic Planning – Abdelghani Barre, Director

Mr. Barre began his report by commenting on the Strategic Plan from last year and the 4 main goals for Metro Social Services. Metro Social Services (MSS) has several various types of partners in the community and the question is whether these partnerships are aligning with the MSS mission. Julius Witherspoon is heading up a team to look at all the partners in the Davidson County area to try and line them up with the MSS mission. This will allow us to build partnerships with the various partners according to the services they offer. Mr. Barre stated that this will help the team to stay focused on the MSS mission. Metro Social Services now has a new mission statement and an agency slogan and logo that will be coming soon.

Mr. Barre stated another goal is Re-Framing also known as Re-Branding. Re-framing the current work MSS is doing will allow us to get feedback from the community describing all the work MSS is responsible for in the community. Hearing feedback from the community helps to empower MSS staff. Mr. Barre also mentioned how important it is to keep the community informed, however, we want to do it in a simple one-page document. Dr. Garrett Harper will be speaking to us on infographics.

One important goal is staff development. MSS have some staff that have been here for over 25 years, and when we have new staff start here at MSS we want them to see it is a great place to work with room to grow and be engaged. For instance, the Strategic Planning goals came from staff. Mr. Barre commented that MSS also provides staff with surveys, training manuals, health and wellness and financial wellness information. This shows that the leadership cares about the staff's well-being and professional growth

Lastly, we have the data system and what we have found is the MSS services we offer are unique and we want to make sure whatever data system we use will be able to service the MSS mission. The MSS data system should be user friendly and easy to gather data as needed.

Mr. Barre then thanked Commissioner Harris for his support at the event "Silence the Violence", around youth violence in the Nashville area.

Dr. Garrett Harper will now come and provide some information on the surveys related to the 10th Annual Community Needs Evaluation. Dr. Harper begin by stating that the attendance was very strong for the 10th Annual CNE. There were some very compelling responses from that day and the board packets provide a copy of some of the questions and the data responses.

Commissioner Meinbresse stated that when you're able to capture additional questions from the data it helps with the Mayor's office to solidify the importance of this event.

Director Pratt further commented that a news outlet asked to use the CNE data for an Antioch store and the Nashville Business Journal has reached out about specific data that is in the "Know Your Community" document.

Dr. Harper then discussed the poverty, segregation, disability and elderly in Davidson County and provided data information by zip code. There was also discussion around earning power, work and wealth of overcoming poverty. Dr. Harper closed by stating that the Strategic Planning and Research unit will continue to develop infographics.

Lee Stewart provided information on the Community Partnership Fund of Metro. Metro realizes they cannot do it all, depending heavily on nonprofits to do services Metro cannot do or services to enhance what Metro does. It was decided last year to have five Metro departments manage the funding. MSS was asked to manage the Economic Prosperity Area, which is a broad topic.

Lee Stewart and Judy Tackett developed a grant application for prevention of homelessness and displacement. This year Giovanni Achoe and Lee Stewart are coordinating grants that are meant to encourage people to work with the Financial Empowerment Center and remove barriers to their participation. If people can get their finances in order everything else may fall in place.

The coordination involves sending out a notice of availability, designing and distributing the applications, convening an evaluation committee to review the evaluations and then submitting them to Metro Finance. Lee Stewart gave a special thanks to Commissioner Orr for assisting for the past two years.

Contracts are then written up, with contract monitoring and Ms. Ricketts will review all the contracts that make sure everything is written up correctly. Commissioner Orr then commended Lee Stewart and staff for a job well done.

The Board of Commissioners meeting concluded and the Commissioners went into the Board Retreat.