

**METROPOLITAN ACTION COMMISSION
BOARD OF COMMISSIONERS MEETING MINUTES
January 23, 2014 / 12:00 noon – 1:00 p.m. / Agency Board Room**

The Promise: The Metropolitan Action Commission changes people's lives, embodies the spirit of hope, improves communities, and makes Nashville and Davidson County a better place to live. We care about the entire community and are dedicated to helping people help themselves and each other.

Present: Kasey Anderson, Calvin Atchison, Kamel Daouk, Benita Davis, Karen Doty, Flo Kidd, Sara Longhini, Adinah Robertson, Cristina Smith, LaVoneia Steele, Cristina Smith, Robert Stockard

Absent: Fabian Bedne, Jim Harbison, Doug Pardue, Renee Pratt, and Wendy Tucker

Staff/Others: Camille Baker, Marvin Cox, Karen Crook, Cynthia Croom, Corey Harkey (Metro Attorney), Cassandra Johnson-Payne, Lisa McCrady, Rickie McQueen, and Melissa Weaver

Dr. Steele called the meeting to order at 12:00 noon.

Motion: Approve December 5, 2013 meeting minutes

Made by: Bobby Stockard **Second:** Flo Kidd **Passed unanimously.**

EXECUTIVE DIRECTOR REPORT

Dudley Head Start Center – The results from the second ECERS has not been received.

Summer Food Services Program – The fiscal audit findings appeal was held on January 10. We are waiting for the state's decision. We have requested to submit a revised budget.

Douglass Head Start Center – The opening date is scheduled for February 10, 2014. No plans have been made for the Ross Head Start Center building.

Pre-K – Mrs. Croom met with Dr. Register and other Metro schools officials on January 9, during which time Dr. Register shared Metro Schools' plan to expand their Pre-K services at Ross Elementary School (East Nashville) and Bordeaux Elementary School (North Nashville) bringing 260 new Pre-K seats for the 2014-15 school year. Mrs. Croom shared with Dr. Register that while the expansion of services to children in need is always appreciated, she does have concern that expanding the Pre-K program in North and East Nashville does not serve the area of highest need, which is Antioch. Mrs. Croom also expressed concern that expanding Pre-K in East and North Nashville, areas in which three Head Start centers operate and is also saturated with private day care centers would place Metro Schools in direct competition for enrolling 4-year old children. Mrs. Croom shared with Dr. Register the Mayor's Office had previously convened a Blue Ribbon Committee charged with looking for ways providers of early Education could use a shared planning approach to expansion. She also encouraged Dr. Register to use the process in place, specifically the Nashville Pre-K Alignment to communicate with and look at a comprehensive plan for delivery of early education services. Since her meeting with Dr. Register, Metro Schools' plan to expand Pre-K services into Ross and Bordeaux Elementary Schools was presented to the School Board and subsequently approved.

Head Start Center Disabilities Waiver Request – The request for a waiver for the Head Start disabilities requirement was submitted to the Head Start regional office by the January 15, 2014 due date.

Program Funding – Both the U.S. House and Senate passed a bill that restores the Head Start, LIHEAP, and CSBG pre-sequestration budgets. We now are waiting on information about how the federal government will manage the restoration of funding.

CSBG Reauthorization – The U.S. House has passed a bill to reauthorize CSBG, which has been on a continuing resolution since 1998. The U.S. Senate has yet to respond.

FINANCE REPORT as reported by Melissa Weaver

Since the December 5, 2013 board meeting, Ms. Benita Davis, Treasurer, has reviewed and signed the October finance report.

The November report represents closed figures. All funds reflect either a positive or zero fund balance. Head Start in-kind is \$1.06 million and Early Head Start in-kind is \$27,000. Credit card statements were reviewed. It was noted that Ms. McQueen's statement included charges arranging for five Head Start parents to attend the Head Start Annual Parent Conference that was held in Atlanta, Georgia.

The December report represents pre-closed figures. The negative balance is from a pending draw down and from journal entries being posted, but not yet hitting the accounts. Credit card statements were reviewed. CACFP meal counts and statements were reviewed.

ITEMS REQUIRING BOARD ACTION

Motion: Approve October 2013, November 2013, and December 2013 finance reports.

Made by: Kasey Anderson **Second:** Karen Doty **Passed unanimously.**

Motion: Approve Memorandum of Understanding with Metro Parks for the continued use of the Dudley Head Start Center.

Made by: Calvin Atchison **Second:** Flo Kidd **Passed unanimously.**

Motion: Approve Agreement to use Red-e-Set Grow software for Head Start assessments.

Made by: Calvin Atchison **Second:** Flo Kidd

Discussions: Should the software receive Metro ITS approval, as well?

Motion: Approve Agreement to use Red-e-Set Grow software for Head Start assessments contingent on Metro ITS approval, if needed.

Made by: Kasey Anderson **Second:** Adinah Robertson **Passed unanimously.**

The National Community Action Foundation's annual Legislative Conference will be held during the time of the regularly scheduled board meeting instead of its usual time of early March. With the ongoing changes throughout the network, it is important for Mrs. Croom to attend the conference so as to receive the latest legislative information.

Motion: Approve moving the March 27, 2014 board meeting to March 20, 2014.

Made by: Brenda Dowdle **Second:** Benita Davis **Passed unanimously.**

Motion: Approve Metro ITS Metro-wide security policy.

Made by: Brenda Dowdle **Second:** Kasey Anderson **Passed unanimously.**

PROGRAM REPORTS

Media/Public Relations – No report

Community Program – Report attached

Head Start – No report

Early Head Start – Report distributed

Policy Council – Report attached

Administrative Services and Operations – Report attached. Correction: Metro Fleet is scheduled to replace nine buses, not ten. Now all buses will be air-conditioned, have age-appropriate child-restraints, and cameras.

Human Resources – Report attached.

Meeting adjourned. Minutes submitted by: