

Attachment 1

METROPOLITAN ACTION COMMISSION
Extended BOARD OF COMMISSIONERS MEETING MINUTES
800 2nd Avenue, North, Nashville, TN 37201
April 27, 2017 / 12:00 noon – 2:30 pm

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: Jamal Al-Sultan, Kasey Anderson, Benita Davis, Karen Doty, Osman Gabure, Jim Harbison, Joseph Mitchell, Renee Pratt, LaVoneia Steele, Zulfat Suara, and Gwen Watson

Absent: Monica Davila, Renee Pratt, Mary Carolyn Roberts, Nancy VanReece, Hershell Warren, and Lisa Wiltshire

Staff/Others: Marvin Cox, Karen Crook, Cynthia Croom, Phara Fondren, Cassandra Johnson, Corey Harkey (Metro Attorney), Lisa McCrady, Rickie McQueen, and Robert Wright

Dr. Steele called the meeting to order at 11:30 a.m. and acknowledged \$2.68.030 of the Metropolitan Code of Laws.

REPORT FROM THE CHAIR

Motion: Approve March 23, 2017, meeting minutes.

Made by: Kasey Anderson **Second:** Jim Harbison **Passed unanimously.**

Dr. Steele convened the By-Laws Committee: Jim Harbison (Chair), Osman Gabure, and Nancy VanReece.

Dr. Steele convened the Executive Director Evaluation Ad Hoc Committee: Kasey Anderson (Chair), Benita Davis, Monica Davila, and Dr. Gwen Watson.

EXECUTIVE DIRECTOR REPORT *as provided by Dr. Cynthia Croom, Executive Director*

MAC Updates

The Mayor's proposed FY18 budget does not include additional appropriations for the agency.

The CDA program, funded by CSBG and offered to Head Start/Early Head Start parents is in its second year. For FY16, 10 parents participated in the program. After graduation, all were hired by the agency (6 full-time/4-part-time). For FY17, 13 parents participated in the program. After graduation, 8 were hired by the agency.

The CompTIA+ program has had a total of 15 Head Start/Early Head Start parents participate in the program. Of those 15 parents, eight completed the program and passed certification. Two of those eight parents are now employed full-time at a rate of \$19/hour. One of those eight parents is in an employer-required training program, after which the parent will become employed full-time at a rate of \$16/hour. The MAC4Jobs team is working with the remaining five parents helping them to obtain employment.

FINANCIAL PRESENTATION *as presented by Robert Wright, CFO*

Mr. Wright gave a detailed presentation about the agency's finances including three year projections of benefit cost and other costs. Discussion was had regarding the impact of internal Service fees and the increasing cost of benefits on the program quality in Head Start especially given the number of children in the program who are experiencing some kind of trauma.. At the current Head Start funding rate, which is not expected to increase, and as Metro costs continue to rise, Head Start would have to reduce slots so as not to sacrifice quality of services to its head start children and families. Dr. Steele convened a joint meeting of the Personnel and Finance Committees to discuss advocacy of the agency's financial situation as well as to discuss requesting a meeting with the Mayor.

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HEAD START/EARLY HEAD START OUTCOMES DATA *as presented by Dr. Cynthia Croom, executive director*

Dr. Croom reviewed the correlation report from Teaching Strategies Gold, the educational assessment tool. Beginning year versus mid-year data was reviewed. The screening tool, Briggance, is administered at the beginning and end of the school year so there is no update to the baseline data as of yet.

ITEMS REQUIRING BOARD ACTION

Motion: Rename the job title Parent Involvement Coordinator to Parent **Engagement** Coordinator
Made by: Jim Harbison **Second:** Kasey Anderson **Passed unanimously.**

Meeting adjourned.

Minutes submitted by:

Kasey Anderson, Vice Chair
Board of Commissioners