



*Meeting Notice*

**Board of Commission Meeting**

**Thursday January 21, 2016**

**SDC**

**4041 N. Richards**

**Milwaukee, WI 53212**

**SDC Board Room**

**5:30 PM**

**If you are unable to attend this meeting, please call Abra Fortson @ 414-906-2720.**

\*NOTICE is hereby given that the Commission may convene in closed session to consider item (s) above pursuant to Section 19.85 (1) (b),(c), (e), (f), and (g) Wisconsin statutes, and may reconvene in open session to take action on items discussed.



**Board of Commission Meeting**

**January 21, 2016**

**SDC Board Room 4041 N. Richards Street  
Milwaukee, WI 53212**

**5:30pm**

**AGENDA**

- |   |                       |
|---|-----------------------|
| 1. Call to Order  | Chair, Gerard Randall |
| 2. Roll Call  |                       |
| 3. Compliance with the Open Meetings Law  |                       |
| 4. Public Comments  | Information           |
| 5. Adoption of the January 21, 2016 & Agenda  | Action                |
| 6. Adoption of the January 21, 2016 <b>Consent Agenda</b>   | Action                |
| <br><i>(Note: Board members may request the removal of items from the consent agenda; the item will then be placed on the regular agenda for discussion and action by the Board of Commission.)</i> |                       |
| 7. Adoption of the Board of Commission December 17,2015 meeting minutes   | Action                |
| 8. Chairperson’s report   | Information/Action    |
| 9. CEO Report   | Information/Action    |
| 10. SD Foundation Update  | Information           |
| 11. SD Properties Update  | Action                |
| • Teutonia lease approval   |                       |
| 12. Committee Reports   |                       |
| A. Program Planning Public Policy   | Action                |
| BP2163  |                       |
| BP2166  |                       |
| B. SD Foundation  | Action                |
| BP2164  |                       |
| BP2165  |                       |
| C. For Information Only   | Information           |
| BP2167  |                       |
| 13. Legal Counsel Report *  | Action                |

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- |                   |             |
|-------------------|-------------|
| 14. Old Business  | Information |
| 15. New Business  | Information |
| 16. Announcements | Information |
| 17. Adjournment   | Action      |

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# Consent Agenda

*(Note: Board members may request the removal of items from the consent agenda; the item will then be placed on the regular agenda for discussion and action by the Board of Commission.)*



## **Board of Commission**

### **Meeting Minutes**

Thursday December 17, 2015

SDC Boardroom

4041 N. Richards Street

### **Commission Members**

#### **Officers:**

**Gerard Randall MPS, Chair Stephanie Findley African American Chamber of Commerce, Vice Chair Jason Fields Office of the Governor, Treasurer, Vi Anna Jordan District 4 Secretary, Alma Ramirez District 5 Member-at-Large**

**Members: Kurt Wachholz , MATC , Joe'Mar Hooper City of Milwaukee, Erica Steele Hispanic Chamber of Commerce, Jim Sullivan Milwaukee County, Sara Van Winkle Interfaith Conference, Dr. Gary Williams UW-Milwaukee, Brian Schupper Greater Milwaukee Committee, Dr. Demond Means District 1, Delta Triplett District 2, Monique Taylor District 3, Vincent Bobot District 6**

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#### **1. Call to Order**

#### **2. Requested Roll Call**

##### **Member (s) Present:**

Gerard Randall  
Stephanie Findley  
Vi Anna Jordan – via phone  
Alma Ramirez  
Vincent Bobot  
Joe'Mar Hooper  
Gary Williams  
Sara Van Winkle  
Erica Steele  
Kurt Waccholz

##### **Member(s) Excused:**

Jason Fields  
Demond Means  
Brian Schupper  
Jim Sullivan  
Monique Taylor  
Delta Triplett

**Member(s) absent**

None

**3. Compliance with Open Meetings Law**

Abra Fortson confirmed that the meeting was in compliance with Wisconsin Open meetings law.

**4. Comments from the public – None**

**5. Adoption of December 17, 2015 Agenda**

Stephanie Findley made the motion to adopt the **December 17, 2015** meeting agenda the motion. **The motion was approved by unanimous consent.**

**6. Adoption of December 17, 2015 consent Agenda**

Stephanie Findley made a motion to approve the **December 17, 2015** consent agenda. The motion was approved by unanimous consent.

**7. Approval of previous minutes of the November 12, 2015 Meeting**

A motion was made by Alma Ramirez to approve the meeting minutes from November 12, 2015. The motion was 2<sup>nd</sup> by Stephanie Findley. The motion carried.

**8. Chairperson's Report**

Chair Randall reminded the Commission of the importance of monitoring its attendance. He also reported that it was important to be engaged at the committee level as well. He reported that he would personally be reaching out to board members to fill vacancies on various committees.

Chair Randall requested that if Commissioners or Commissioner Constituents have ideas about programs and funding for programs that they come forward. He reported to the board that staff would be working with elected Commissioners to hold listening sessions in their respective districts for fresh energy new ideas and resourcefulness as it relates to the needs of the people we serve.

Chair Randall outlined other anticipated and existing developments in the commercial corridor area that SDC will be moving into.

**9. CEO's Report**

CEO Hinton reported that he would be attending the Community Planning Council (CPC) Meeting for NSP Area # 10. The CPC is a residential committee that vets development that occurs in the area and works very closely with Alderman Stamper for input.

## **Food Service Program**

As reported initially last month, our staff toured Heart Love Place to observe their Pro Start Culinary model. Then in November the Program Manager had a meeting with a representative of the Wisconsin Restaurant Association (WRA) to discuss our interest in the Pro-Start Culinary Program. At this recent meeting, our manager received a sample syllabus and training materials; and he will be meeting with Mr. Hinton, executive and program management staff to discuss the next steps.

SDC's meal sites were made aware that effective January 1, 2016, the Food Program would no longer supply disposable products. This is another effort to decrease expenses; the cost for this service per year has been \$45,000-\$50,000. To date, only one complaint about this change has been received.

The FY2016 budget for our year round program has been approved by the Wisconsin Department of Public Instruction (DPI).

## **Asset Development Programs**

### **Volunteer Income Tax Assistance Program (VITA)**

- Volunteer recruitment
  - Information available on SDC's website
  - Information posted on Volunteer Milwaukee website
- Training in preparation for the upcoming tax season
  - Tax Law
    - December 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup>
  - Hands-on
    - December 12<sup>th</sup> and 19<sup>th</sup>
    - January 9<sup>th</sup>

### **Financial Capability**

#### Financial Capability Workshops

- Participant totals are pending as of this report.

#### One-on-One Counseling

- 90 participants to date
- 70 Credit reports

55 participants have action plans to improve their financial status.

### **Health Wellness & Supportive Services**

#### **Counseling & Wellness Clinic**

- Total active cases in treatment: 21
- New intake cases: 4
- Total discharges: 4
- Youth provided with presentations - prevention/education services: 39
- Youth referred for more comprehensive treatment: 8

#### **Senior Companion Program**

- Senior Companions active on roster this month: 68
- Senior Companions added this month: 0
- Senior Companion clients serviced this month: 244
- Benefits Enrollment Applications Processed:
  - Medicare Savings Program: 10
  - Medicare Part D Extra Help: 7
  - Renewals /Medicare Savings Program: 0
  - Food Share Applications: 11
  - Food Share Renewals: 6
  - Senior Care: 0    Renewals: 0

Total Benefits Enrollment Applications Processed for seniors: 34

- Benefits Enrollment Outreach: 11/13/15 – ITT Technical Institute Resource Fair
- Senior Companion Monitoring Visits this month: 1
- Advisory Council Meeting: 0
- In service held: 1 (Annual Volunteer SCP Recognition Luncheon – 11/20/15)

#### **Prescription Advocacy & Referral Service (PARS)**

- Prescription applications processed this month: 35
- New clients seen this month: 7
- Outreach events: 11/13/15 – ITT Tech Resource Fair; 11/19/15 – WISCAP Poverty Matters Conference.

#### **Health Insurance & Public Benefits Enrollment (Provided by PARS Coordinator)**

Clients enrolled and/or counseled in health care insurance & public benefits:

- Affordable Care Act Marketplace Insurance referrals for enrollment: 0
- Medicaid/Badger Care enrollments: 0
- Food Share enrollments/renewals : 1

- Child Care enrollments: 0
- Counseled only ( no enrollments): 0

Total Public Benefits encounters (enrolled & counseled) = 1

### **Youth & Family Development Programs**

During November the program received 25 referrals from Municipal court. There were 37 youth returned to court which included 11 compliant, 20 non-compliant and 6 extensions.

- 15 court intakes were completed in November.
- There were 9 youth referred to the Counseling and Wellness Center during the month.
- Sixteen youth attended the Core workshops during November. The core workshops included Anger Management, Communication, ATODA and Gang prevention.
- There were six parents who attended the Parent Orientation during November. The number was very low which may be related to the low number of referrals.
- There were 11 youth who attended the Life Skills workshops during the month.
- There were 10 youth who participated in Team Building in November. We currently have 191 youth who have participated in the Team Building activities.
- There were 6 youth who attended the Wednesday Gang group.
- 10 youth participated in the Saturday Gang workshop

### **Young Adult Programs**

#### **Making Milwaukee Work for Youth**

During November, attention was paid towards getting clients information as it pertains to fall 2015 programming and assessing their service plans in an attempt to identify services.

Project staff met with WRTP (Wisconsin Regional Training Partnership) Big Step to discuss upcoming programs. A total of seven (7) youth attended their training on November 23-24. The training was in collaboration with Milwaukee Public Schools and WRTP in the area of the trades to provide an entry level OSHA 10 training.

Collaboration efforts continued with St. Charles Youth and Family Services, South West Keys and SDC's Community Service Options Program. Participants / word of mouth have been an effective outreach component. Many share their involvement in the program with friends and family thereby generating inquiries weekly. MAWIB has taken an active role in the intake process which has extended the ability of the program to identify and streamline the enrollment process.

Four (4) participants are working at Greater New Birth Church. Two new participant applications were submitted to begin at Greater New Birth. All are encouraged to take advantage of training opportunities in an effort to maximize employability.

### **Transform Milwaukee Jobs – Foster Care Program**

As of November 30, 2015, a total of 11 active participants are enrolled in the Transform Milwaukee Jobs (TMJ) Program.

Frequent changes in telephone numbers of participants have been a challenge in communicating with participants. The Family Advocate reaches out to emergency numbers, email, social media (Facebook) and friends of participants to get in contact with potential participants to complete missing documentation. This has proven to be successful at times; however, some of the potential participants still do not follow up to complete the enrollment process.

The Family Advocates for Young Adult Services and the Division Manager meet on a weekly basis to discuss the progress of participants and to address any concerns. Staff will continue to utilize community based resources to provide additional assistance to program participants.

### **Training Programs**

- 1 Skills Enhancement participant(s) started the second class of the Project Management Certificate Program.
- 1 Career Enhancement participant [Skills Enhancement Program] participant reported employment.
- 2 Initial Meetings [(Interviews/Orientations) Potential Participants]: (2) STRIVE
- 2 New Career Enhancement participants\*
- 85 Total Participant(s): (34) Skills Enhancement; (14) STRIVE (This number includes [9] SER); (37) Career Enhancement Program
- 1 Referral(s): (1) Credit Counseling

Note: \*The new participants are included in the total participant number

### **Getting Access to Income Now (GAIN)**

#### Program Year Totals since July 1 for 2015-2016

- 218 referrals, 50 enrolled (60 current)
- 43% of clients who are reached, completed intake (goal = 50%)
- 47% no contact despite attempts (goal = 30%)
- In-Kind acquired= \$6,030      In-kind remaining = \$86,330
- Used Flex = \$15,398      Flex remaining = \$34,601

## Project Totals from October 2011 – current

- 2654 referrals, 752 enrolled
- 53% of clients who are reached, completed intake (goal = 50%)
- 47% no contact despite attempts (goal = 30%)

## **Residential Services**

- SDC and Walnut Way met on November 19<sup>th</sup> for Rebuilding Together's Block Build. Event in May 2016 to be coordinated to provide rehabilitation to approximately 20 homes near new SDC facility.
- Proceeding with WHEDA grant production of performing roof repairs to 4 deferred elderly clients of weatherization projects.
- SDC/LHRA is current on LOCCS Reimbursement.
- Department is working on the Fast Forward Grant Application. MEI is open for further discussion, identified the following contractors for potential participation: Weatherization Services, INTEC and HOPE Home Improvement.
- Currently reviewing Wxn Deferrals in Sherman Park Area to refer potential clients to the NID Program.
- Arranged the facilitation of Retrofit Wxn Installers Boot Camp training houses in cooperation with WECC.
- Submitted the LHRA Budget Revision on 11/09/2015.

### **10. SD Foundation**

SD Foundation Board Chair, Pat Lindsey thanked everyone for their participation in the Strike out Poverty event. She reported that more than 73 attendees were recorded. The event raised \$4,300 net (Gross \$7,000) total. She expects that the event will become an annual fundraiser. She noted that SDF is currently:

- Continuing to look for new Board Members
- Set an official date for the SDF Celebrity Chef event, February 16, 2016.
- Year-end appeal, she is looking for 100% Board participation from the board in the form of contribution.

Ms. Lindsey and Board Chair Randall thanked everyone for their hard work.

### **11. Properties Update**

SD Properties Board Chairman, Vincent Bobot reported that SDP had closed on the purchase of 1730 W. North Avenue. He stated that the main most immediate focus is the interior of the building. He also stated that he would like to excel the exterior architectural renderings. Vincent Bobot stated that SDC would lease the property from SP Properties. He offered that after some construction is completed that operations /facilities would schedule tours of the facility.

Mr. Bobot stated that the 1730 building would allow a 42% decrease in occupancy cost to the agency. He also stated that the goal is to improve the outside of the building to help bolster the aesthetics of the commercial corridor.

Vi Anna Jordan spoke to the confidentiality process for this relocation. Vincent Bobot reported that time was of the essence on this project and negotiations were very sensitive. Mr. Bobot assured that all appropriate information had been disseminated and all appropriate parties were informed. Mr. Bobot reported a very favorable lending rate. He also complimented project partners Forward Investments and WHEDA for their participation on/in the project.

Vincent Bobot said a grand opening is being planned.

George Hinton remarked that CG Schmidt would also be exploring opportunities for neighborhood hiring as part of its minority vendor and hiring practice. It was noted that current targets for disadvantaged business participation had been exceeded already.

- There have been several serious inquiries regarding the 606 building
- Teutonia renovations will occur spring 2016

## **12. Committee Reports**

### **Program Planning & Public Policy**

Committee Chair Findley provided a meeting summary to the board. Briefing papers BP158, 59 & 60 were approved under consent agenda.

### **Governance**

Committee Chair Sara Van Winkle provided the committee report. She reported that the committee mission had been reviewed along with other strategic planning documents to determine what needed to be done most immediately. She outlined the 2016 elections as a most current priority. Commissioner Van Winkle discussed the opportunity to possibly stagger election terms. She discussed three different scenarios. She asked that any board member who was

interested in helping to frame and determine the process would be invited to the next Governance committee meeting as she believes that the information is very vital to the work of the board.

Items that were passed out to the committee were:

- 2015 Board and Committee attendance report. Commissioner encouraged members to stay in compliance with board by-laws.
- Note: Commissioner Kurt Waccholz did in fact attend 9/15 Board meeting.
- Board Commitment and Ethics Statements will be due all Board members by January 21, 2016 meeting. Please be sure to give all forms to Executive Support Manager, Abra Fortson. Foundations and Funders do look at Ethics and Commitment Statements as well as board giving when making decisions. This information also helps with favorable D&O insurance.

Abra Fortson asked the Commission members to review the document for accuracy and work with her to ensure that it is in fact as accurate as possible.

Chair Randall echoed the importance of attendance he asked that members look at the document and confirm accuracy. Committee Chair Van Winkle stated that the Governance Committee provides the attendance report as a measure of personal accountability.

George Hinton ensured proactive interaction to ensure patterns don't become issues.

### **Budget**

SDC Finance Director Natasha King provided reviewed the agency 2016 Budget. The following were highlights:

- \$90k pilot residential service programs. City of Milwaukee is looking to partner w/ nonprofits to rehab and sell city of Milwaukee housing stock.
- All outstanding meal providers are on a payment plan. All monies owed are being collected. Those collected dollars are unrestricted funds.
- 14 Million dollar budget down from 18 last year due to loss of Energy Assistance

- SD Property broken out properly as a separate entity on budget.
- Finance & Budget Audit 2015 prelims will occur in 2<sup>nd</sup> week of Jan and expect to be complete in May 2016.
- 2014 Audit was clean and unqualified
- Budget has been vetted by Budget Finance and Resource Development Committee for approval.

Stephanie Findley made the motion to adopt the 2016 SDC Budget. Vi Anna Jordan 2<sup>nd</sup> the motion. The motion carried.

### **13. Legal Report**

A motion was made by Vincent Bobot that the board convene in closed session to consider item (s) above pursuant to Section 19.85 (1) (b), (c), (e), (f), and (g) Wisconsin statutes, and reconvene in open session to take action on items discussed. The motion was 2<sup>nd</sup> by Stephanie Findley. A roll vote was taken:

Gerard Randall – Aye  
 Stephanie Findley – Aye  
 Jason Fields – Aye  
 Vi Anna Jordan – Aye  
 Alma Ramirez – Aye  
 Brian Schupper – Aye  
 Vincent Bobot – Aye  
 Dr. Gary Williams – Aye  
 Erica Steele – Aye

### **14. Old Business**

### **14. New Business**

### **15. Announcements**

### **16. The meeting adjourned at 6:41pm**

*Meeting minutes respectfully submitted by Abra E. Fortson, SDC Executive Support Manager*

# Chairperson's Report

*SDC Board of Commissions Meeting*

*CEO Report*

*January 21, 2016*



5000



Making a difference **today**,  
while investing in **tomorrow**.

*SDC Board of Commissions Meeting*

*SD Foundation Report*

*January 21, 2016*



5000



Making a difference **today**,  
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*SDC Board of Commissions Meeting*

*SD Properties*

*December 17, 2015*



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# Committee Reports



**SDC Board Room  
 4041 North Richards Street  
 December 2015 Briefing Papers for Action/Information**

**Action**

BP	Funder	Program	Request	Refunding/ New?
	None			
<b>Total</b>			<b>\$0</b>	

**Information**

BP	Funder	Program	Request	Refunding/ new
BP2162	Families Moving Forward	Health- AODA and Wellness Counseling	\$10,000	Refunding
<b>Total</b>			<b>\$10,000.00</b>	

**Request through the Social Development Foundation**

**Action**

BP	Funder	Program	Request	Refunding/ New
BP2158	Wheaton Franciscan Foundation	Prescription Advocacy Referral Service	\$30,624	New
BP2159	Jewish Community Foundation	Senior Companions	\$25,000	New
BP2160	Jewish Community Foundation	Volunteer Income Tax Assistance (VITA)	\$25,000	New
<b>Total</b>			<b>\$80,624.00</b>	

**Information**

BP	Funder	Program	Request	Refunding/ New
BP2161	Milwaukee Public Schools- Violence Prevention	Family Strengthening- Youth Services	\$12,000	New
<b>Total</b>			<b>\$12,000.00</b>	

**2015 Grants Status**

Agent	Total # of requests	Total \$ requested	Total #awarded	Total amount awarded	Total still pending	Amount still pending	Total denied	Amount denied
<b>Agency-wide</b>	82	\$15,376,286	28	\$7,135,435	28	\$ 1,463,832	24	\$6,310,365
<b>SDF only</b>	47	\$1,320,917	7	\$52,500	23	\$769,332	17	\$465,885

# Legal Counsel

# Old Business

# New Business

# Announcements