



Meeting Notice

Board of Commission Meeting

Thursday April 16, 2015

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

April 16, 2015

**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 April 16, 2015 & Agenda | Action |
| 6. Adoption of the April 16, 2015 Consent Agenda | Action |
|
<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 March 19, 2015 meeting minutes | Action |
| 8. Chairperson’s report | Information/Action |
| 9. CEO Report | Information/Action |
| 10. SD Properties Update | Information |
| 11. Finance Report | Information |
| 12. Committee Reports | |
| A. SDF Foundation Update | Information |
| B. Human Resource Committee | Information |
| C. Pension Committee | Information |
| D. Program Planning & Public Policy | Action |
| • Briefing Paper Approval | Action |
| BP2111 | |
| BP2112 | |
| BP2113 | |
| BP2114 | |
| BP2115 | |
| Information Only | |
| • BP2116 | Information |

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- | | |
|--|-------------|
| 13. Legal Counsel Report * | Action |
| <i>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.</i> | |
| 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 March 19, 2015 5:30pm

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: Melanie Cosgrove-Holmes 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

1. Call to Order

Chair Randall called to meeting to order at 5:38pm and requested roll call:

2.

**Requested Roll Call
Members Present:**

Gerard Randall

Stephanie D. Findley
Jason Fields
Vi Anna Jordan
Melanie Holmes
Alma Ramirez
Monique Taylor
Vincent Bobot – via phone

Brian Schupper
Delta Triplett
Jim Sullivan
Dr. Demond Means
Dr. Gary Williams

Member(s) Excused:

Joe’Mar Hooper
Brian Schupper
Erica Steele

Member(s) Absent

Dr. Demond Means,
Monique Taylor
Sara Van Winkle

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 March 19, 2015 Agenda

ViAnna Jordan made the motion to adopt the March 19, 2015 meeting agenda. Melanie Holmes 2nd the motion.

The motion carried.

6. Adoption of March 19,2015 consent Agenda

Stephanie Findley made a motion to adopt the January 15, 2015, consent agenda. The motion was 2nd by Jason Fields. The motion carried.

7. Adoption of January 15, 2015 Minutes

Alma Ramirez motioned to accept the January 15, 2015 meeting minutes. Melanie Holmes 2nd the motion. The motion carried.

8. Chairperson’s Report

Board Chairman, Gerard Randall reported that SD Properties, under the leadership of its Chairman, Vincent Bobot has been exploring potential sites for the relocation of SDC. He explained that all possibilities are being explored. Chair Randall also acknowledged Former SDC Board Chairwoman, Rosemary Holley and thanked her for her unwavering support of SDC since its inception as an agency.

Chair Randall Reported that the Executive Committee met. He reported that Sara Van Winkle had been offered and accepted role as the SDC Governance Committee Chair. Stephanie Findley made a motion to accept Sara Van Winkle as SDC Governance Committee Chair. Jason Fields 2nd the motion. The motion carried.

9. CEO Report

SDC CEO George P. Hinton reported that the agency was in the process of having all reviews completed by May 2015.

The agency 2014 audit is in process of being submitted

CEO Hinton submitted the following written report:

Energy Assistance Program

Monthly Activity

Total Applications: SDC: 3,185
Milwaukee County workers (onsite at SDC): 334
Crisis Applications (Gas/Electric/Oil): 34

Outreach Activity/Events: 11
Case Management Assessments: 326
Furnace Referrals: 85
Co-Payment Plans: 22
Proactive Payments: 21
Energy Conservation/Financial Literacy Workshops: 0

Season to Date Activity

Total Regular Applications (SDC Sites): 26,452
SDC = 23,996
Milwaukee County = 2,456

Crisis/Proactive Services = 2,074
(Gas/Electric/Oil): 1,463
Co-Payment Plans: 52
Proactive Payments: 62
Furnace Referrals: 453

Outreach Activity = 5,371
Pre-season Early Start Applications: 4,569
Alternate Sites: 12 for 160 Applications
Delegate Agencies: 202
Home Visits: 33
Phone Visits: 407

Case Management Assessments: 1,769

Energy Conservation/Financial Literacy Workshops: 13 (61 participants)

Residential Services Division

- HUD formally approved partnership with the National Development Investment Corporation (NIDC) on the T3OP (Tenant to Ownership) Program.
- Submitted NIP Program budget to the Milwaukee CDGA office.
- Residential Services department completed a step by step RFB Process for the procedures manual.
- Planning Rebuild day with volunteers for fifth straight season.
- Need sponsorship fee of approximately \$5,000 for Rebuild Day event. Community Relations Department obtained fee from Weatherization vendors last year.
- Coordinated plan to restore electrical power to building on March 10, 2016.
- Continue to submit LOCCS Draw Request- December was recently approved. Will be submitting January request in the next couple of days.
- Participated at the Contractor Estimating Class to reach out to small companies.
- Currently reviewing the LHRA budget to prepare program extension request.
- LHRA program will be delivering OSHA Lead in Construction Training on March 27th.

- Contractors are completing the Section 3 Report
- Monthly Housing Affinity Group Meeting Thursday, March 11th
- Currently updating the SDC Housing Resources Booklet; it is in demand from other programs.
- Meeting at Community Advocates on March 19th to discuss the WHEAP (Energy Program) and Weatherization coordination meeting.
- Received invitation to attend Home Improvement Fair March 31st.

Food Service Program

An additional four sites joined the Child and Adult Food Care Program (CACFP). One of the sites with a license that was suspended by the State also wants to rejoin. We will be working with DPI on this request.

STRIVE and SER

- 7 Initial Interviews (STRIVE: 6; 1 Skills Enhancement)
- 47 Total Participant(s) (Skills Enhancement: 27*; STRIVE: 20 (This number includes SER: 16)
- 17 Referrals: Employment (9); Clothing (8)
- A Skills Enhancement Program participant, who completed the CNA training and exam, reported new employment with Children's Hospital of Wisconsin.

Note: *The aforementioned is compiled of individuals who are being screened and awaiting training placement.

Health Services Programs

Youth ATODA (Alcohol Tobacco and Other Drug Abuse) OUTCOMES -

- Total active cases in treatment: 27
- New intake cases: 6
- Total discharges: 5
- Youth provided with presentations on prevention/education services: 193

Senior Companion Program

- Senior Companions served: total 64
- Benefits Enrollment Applications for Seniors
 - Medicare Savings Program: 4
 - Medicare Part D: 3
 - Renewal /Medicare Savings Program: 1
 - Food Share/Renewal: 6

Total Benefits Enrollment Applications Processed for seniors = 14

- Orientation for new Senior Companion supervisor: 1
- Outreach event: Super Senior Friday, 2/6/15– 300 attended, 28 resource exhibitors
- Applications provided to become Senior Companion: 5

Prescription Advocacy and Referral (PARS) Service

- New prescription applications processed this month: 56
- New Clients this month: 9

Health Insurance & Public Benefits Enrollment

Milwaukee Health Department provides 1/2 day enrollment.

As of February, SDC staff (PARS coordinator) now also processes public benefits enrollment.

Enrollment has slowed down since Marketplace open enrollment ending 2/15/2015.

- Clients enrolled and counseled in health care insurance & public benefits
 - Affordable Care Act Marketplace Insurance enrollment: 5
 - Medicaid/Badger Care Plus enrollment: 3
 - Counseled only - insurance enrollment: 4
 - Food Share enrollment or renewals : 1

Total Public Benefits encounters (enrolled & counseled) = 14

Project GAIN

-In-Kind exceeded for SFY2015: Average of \$1100 in benefits and/or funds per participant that joins.

Mostly in tax return amounts. See total in kind match amount below.

-Bankruptcy –retired Judge Gramling is helping one client at this time. She is almost complete.

Total since July 1 for 2014-2015 (program year)

-397 referrals, 67 enrolled

-33% of clients who are reached, completed intake (goal = 50%)

-48% no contact despite attempts (goal = 30%)

-In-Kind acquired= \$76,201 -- In-kind left = \$0 (\$75,000 required)

-Used Flex = \$17,455 -- Flex remaining = \$32,544

Volunteer Income Tax Assistance (VITA) Program

At the time of this report, final numbers to date were not available from the local IRS office. Our management staff is estimating that our Tax Preparers have completed the following number of returns:

Federal- 3353

State- 3348

Young Adult Programs

WIA- Youth Employment Program

Two WIA participants successfully completed the HSED Program and received their Certificate of Completion from the Wisconsin Department of Public Instruction. Two participants have been selected to work as Police Ambassadors for Milwaukee Police Department from March 2015 until December 2015 and will receive an hourly wage of \$10.66 per hour.

TMJ- Transform Milwaukee Jobs

Three students successfully completed 20 hours of Job Orientation training during the month of February, and they will be placed in subsidized employment during the month of March 2015 based upon their career interests.

Making Milwaukee Work for Our Youth

Collaborating with Milwaukee Area Workforce Investment Board (MAWIB) has been instrumental in the recruitment and referral process for this program.

City of Milwaukee Youth Council (CDGA)

11 participants successfully completed training in the areas of Healthcare, Construction and Child Care. Two participants successfully passed their State Exam to become a Certified Nurse Aide and are listed in the Wisconsin Nurse Registry.

YFDP

- During the month of February, there were 23 Municipal court referrals and 0 for CJIP. (130 intakes completed first time Recreational activities).
- In January, there were 21 intakes for YFDP. There were 70 participants returned to court with 20 compliant this month, 32 extensions and 18 non-compliant.
- This month, there were 9 youth referred to AODA for services, 7 for AODA services and 2 for Anger Management.
- Number of Participants/Programming
 - 44 Core workshop
 - 17 Life Skills Training
 - 23 Gang (group)
 - 00 Conflict Resolution workshop
 - 35 Baby Think It Over (BTIO) workshops
 - 11 YAB participants (2 meetings)
 - 19 parents in parent orientation and “Parenting Wisely.”

Education

- We have begun working on the wait list for summer 2015 (list of 103 to date).
- Thus far we have collected about 80 applications regarding GED enrollment. This will indeed be a challenge, if we are unable to obtain teachers from MATC or an Instructor through SDC.
- There has been an increase in Instructors’ requisitions to have their students’ information confirmed by a Chief Examiner in order to get their student ready for the process. In addition, there are students that are coming in requesting copies of their transcripts.
- A system is being put in place for ensuring that student portfolios are current as they transition from one class to another after the completion of a module. Instructors are being asked to sign student forms indicating that they have completed or need to return. This will keep us from having to do a lot of back tracking at the end of the semester.

10. Committee Reports

A. SD Foundation (SDF) Report

SDF is currently working to recruit new members. SDF Manager Latoya Jones will be providing the final numbers on the 2015 Celebrity Chef Event.

Brian Schupper asked what the Board of Commissioners could do to help with Celebrity Chef. Steven Robinson responded that Commissioners could buy tables and or recommend celebrities with their corporate /social influence.

B. Strategic Planning Workgroup

Denise Patton provided the Board of Commissioners with power point presentation of preliminary findings as a result of work done during the agency retreat in February 27th – 28th 2015. CEO Hinton asked the Board to vote on

Melanie Holmes made a motion to approve the findings as presented & strategic direction which would enable leadership staff to move forward on with infrastructure planning and asked that the planning workgroup committee now become an implementation Work group. The motion was 2nd by Dr. Williams. **The motion carried.**

Jason Fields added that he felt the agency was moving into the right direction.

C. Program Planning and Public Policy

All Briefing Paper motions (BP2015-2108) carried with one specific abstention of BP2104 by Jim Sullivan. Briefing Paper BP2109-2110 were presented as Information Only.

11. Legal Counsel Report

A motion was made 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.* By Delta Triplett the motion was 2nd by Jason Fields.

A roll vote was taken

Gerard Randall – Aye
Stephanie Findley – Aye
Jason Fields – Aye
Vi Anna Jordan – Aye
Alma Ramirez – Aye
Vincent Bobot – Aye

Melanie Holmes – Aye
Jim Sullivan – Aye
Delta Triplett – Aye
Dr. Gary Williams - Aye

In open session it was reported that the Commission Considered the Annual Review of George P. Hinton and approved his stellar work.

12. Old Business – None

13. New Business – None

14. Announcements –

Dr. Williams reported the implications of proposed Budget Cuts by the Governor. He explained that the implications were very negative and couple impact disadvantaged students negatively. He noted that Programs and activities such as the Lawton Scholarship and others are at risk for cuts. Dr. Williams reported that access for SDC's customer base is at risk of removal by cutting such critical programs and scholarships from the UW System. He announced a Town Hall Meeting scheduled for Friday March 20th 10am – 5pm at Alverno College.

15. The meeting adjourned at 6:50pm

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

Chairperson's Report

SDC Board of Commissions Meeting

CEO Report

April 16, 2015



SDC



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

Committee Reports



Making a difference today, while investing in tomorrow.

March 11, 2015
SDC Board Room
4041 North Richards Street
Milwaukee, WI 53212

March 2015 Briefing Papers for Action/Information
Action

BP	Funder	Program	Request	Agent
*BP2104	Milwaukee County	Energy Assistance	\$2,222,468	SDC
BP2105	Children's Trust Fund	Project GAIN	\$300,000	SDC
BP2106	Department of Public Instruction	Summer Food Service Program	\$220,087	SDC
BP2107	MAWIB	Earn & Learn	\$37,200	SDC
BP2108	Corporation for National and Community Service	Senior Companions	\$304,850	SDC
Total			\$3,084,605.00	

Information

BP	Funder	Program	Request	Agent
BP2109	Jacobus Foundation	Family Strengthening	\$15,000	SDF
BP2110	Community Advocates	Family Strengthening	\$1,000	SDF
Total			\$16,000.00	

*Separate Action for BP2104

Authorization to File:

- Resolution introduced by: _____
- Resolution seconded by: _____
- Secretary Signature

2015 Grants Status

Agent	Total # of requests	Total \$ requested	Total #awarded	Total amount awarded	Total still pending	Amount still pending	Total denied	Amount denied
Agency-wide	21	\$3,451,401	\$121,286	\$116,286	19	\$3,328,249	1	\$1,866
SDF only	13	\$219,200	1	\$5,000	12	\$199,200	0	0

Legal Counsel

Old Business

New Business

Announcements