



*Meeting Notice*

**Board of Commission Meeting**  
**Thursday November 20, 2014**

**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**  
**Thursday November 20, 2014**  
**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 November 20, 2014 & Agenda   | Action                |
| 6. Adoption of the November 20, 2014 <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 October 16, 2014 meeting minutes   | Action                |
| 8. Chairperson's report   | Information/Action    |
| • Strategic Planning Update / Survey  | Information           |
| 9. CEO Report   | Information/Action    |
| • Program Updates   |                       |
| 10. Committee Reports   |                       |
| A. SDF Foundation Update  | Action                |
| B. Executive Committee  | Action                |
| C. Program Planning & Public Policy   | Action                |
| D. Human Resource Committee   | Action                |
| 1. Briefing Papers  | Action                |
| • BP2085  |                       |
| • BP2086  |                       |
| • BP2087  |                       |
| <u>Information Only</u>   |                       |
| BP2088  |                       |

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11. Legal Counsel Report \* Action

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12. Old Business Information

13. New Business Information

14. Announcements Information

15. 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 Commissioners

### Meeting Minutes

Thursday October 16, 2014

SDC Boardroom

4041 N. Richards Street Milwaukee, WI 53212

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#### 1. Call to Order

Chair Randall called to meeting to order at 5:40pm and requested roll call:

#### 2. Chair Randall Requested Roll Call:

##### Members Present:

Gerard Randall  
Alma Ramirez  
Monique Taylor  
Jason Fields  
Stephanie Findley  
Erica Steele

Vi Anna Jordan  
Dr. Demond Means  
Brian Schupper  
Jim Sullivan  
Sara Van Winkle

##### Member(s) Excused:

Joe' Mar Hooper  
Vincent Bobot  
Delta Triplett

#### 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 October 16, 2014 Agenda

Stephanie Findley made the motion to adopt the June 12, 2014 meeting agenda. Jason Fields 2<sup>nd</sup> the motion. **The motion carried.**

#### 6. Adoption of October 16, 2014 consent Agenda

Stephanie Findley made a motion to adopt the October 16, 2014 consent agenda. The motion was 2<sup>nd</sup> by Dr Williams. The motion carried.

#### 7. Adoption of September 23, 2014 Minutes

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Stephanie Findley motioned to accept the September 23, 2014 meeting minutes. Jason Fields 2nd the motion. The motion carried.

**8. Chairperson’s Report**

Chairman Randall introduced and welcomed Erica Steele to the Board of Commissioners as the new Hispanic Chamber of Commerce appointee. Ms. Steele congratulated Chairman Randall on a successful term as Chairman.

Chairman Randall reminded the commission that strategic planning preparation would begin soon. He instructed that an Executive Committee meeting be planned for early November so that the vendor/facilitator of the strategic plan could provide an outline of activity. George P. Hinton added that the timeline goal was the 1<sup>st</sup> week of December for the tactical roll out of the strategic planning pre work with a January 2015 roll out.

**9. CEO Report**

SDC CEO George P. Hinton submitted the following report to the commission  
 The summer totals are now in for our Food Service Program along with other program highlights for the month of September.

**Food Service**

Numbers of Meals for the Year Round & Summer Program and DPI Reimbursements for June through August: 81,949 meals for \$238,780

Additional Numbers of Meals and Hunger Task Force (HTF) Grant Reimbursements for June through August: 20,413 meals for \$38,415

The grand totals for all summer meals served are 102,362 meals and \$277,195 for reimbursement received by SDC.

**Energy Assistance Program**

The Program had a very busy September as the following calendar suggests:

- The south side site move to 2968 S. Chase was completed.
- On September 2 early applications were started.
- On September 17 the new HE+ state data system was implemented in Milwaukee, the 1<sup>st</sup> Wisconsin site. This was in time for the regular Energy season which began on October 1. September service levels are summarized below.

Energy Assistance Applications Processed	Only early applications were processed in September. See below.
Case Managers’ Activities	
Low Income Pilot Enrollees	0
Case Management Assessments	71
Oil Crises	4
Proactive/Gas/Electric Crises	2
Co-pay’s	2
Applications	2642 (September early applications)
Keep WI Warm Fund	0

Outreach Events:	4 (Dr. Martin Luther King Jr. K-8 School, McGovern Park Senior Center, Kelly Senior Center, Washington Park Senior Center)
Telephone calls answered @ Energy Call Center	645
Financial Literacy/Energy Conservation Workshops	0 Workshops Clients
Energy Assistance Customer Service Training for Staff	3 Team Milwaukee Staff Trainings

**Weatherization:**

- Since October 1<sup>st</sup> the HE+ Emergency Furnace Program has replaced five (5) furnaces and repaired four (4).
- Since July 1 Weatherization has closed 106 units with another 361 in progress.

**Senior Companion Program**

Volunteer Station Supervisors' Meetings Held	1
In-services Held	1
# of Clients enrolled in Medicare Reimbursement Program	A total of 26 Seniors were assisted with 12 Medicare Savings Program applications, 7 Extra Help for Part D, 1 Senior Care and 11 Food Share applications plus 6 Medicare Savings Program Renewals
Senior Companions Served	80
Training	Finished Training Class for 13 new recruits
Senior Companion Outreach Events	1

**GAIN**

- Refunding for SFY15 – began 7/1/14.
- Proposal sent to Hedge Funds Care for \$40,000
- Bankruptcy cases– 4 of 5 are completed with Judge Gramling. We will probably start a new group mid-October.
- Totals since July 1 for 2014-15 Program Year:
- 106 referrals, 20 enrolled
- 37% of clients who are reached, completed intake (goal = 50%)
- 50% no contact despite attempts (goal = 30%)
- In-Kind acquired= \$700 -- In-kind left = \$73,749
- Used Flex = \$6,746 -- Flex remaining = \$43,254

### **Refugee Child Care**

To date SDC has not received an official notification about the status of our grant application for programming which was to begin on September 30, 2014. However, our agency was not among the grant finalists on the recent website listing for the Office of Refugee Resettlement. As a result, staff is in the process of closing out this project.

### **VITA**

- Funding was recently awarded by the IRS to our VITA program for 3 years. This is the first time the program has received multi-year funding. The annual amount awarded is \$82,000, though 1-1 matching dollars are required to access the full award.
- SDC's VITA site listing is being modified and preparation is underway to have VITA operations concentrated at the 3 SDC Super Site locations only and eliminate the mobile sites. This decision is due in part to funding challenges as well as low traffic activity at some of the sites.
- Additional funding is in the process of being confirmed with MABC partners.

### **Financial Capability**

- Client workshops average 2 per month; one-on-one financial coaching is continuing.
- Client workshop attendance for this calendar year totals up to 193.

### **Health Care & Public Benefits Enrollment**

- Counseling and enrollment opportunities for health insurance are seeing an increase again with the start of the Energy Assistance season.
- The staff is promoting Open Enrollment which starts November 15, 2014 and also encouraging enrollment by 12/31/2014 to avoid tax penalties.
- Enrollment partners from City of Milwaukee Health Department and Milwaukee Health Services continue to come on site, and we're looking into increasing days for partners to come on site. SDC Chase clients are referred to the Southside City of Milwaukee Health Department which also provides bilingual enrollment assistance.
- Explorations are underway for bringing in a facilitator to educate clients on breast cancer awareness and how to access available resources during the month of October which is Breast Cancer Awareness Month.

### **PARS**

- The PARS program has provided assistance in processing 1,012 medication applications calendar year-to-date.
- Clients age 60 and over now make up 2/3 of the 90 clients serviced to date. For 2014 our funder is requiring that all new client enrollees be 60+.

## **YFDP**

- During the month of September, there were 22 Municipal court referrals, 0 from the DA's office and 1 for FTJOP.
- In September, there were 16 intakes for YFDP and 1 for FTJOP. 92 participants returned to court with 48 compliant this month, 22 extensions and 22 non-compliant.
- Number of Participants/Programming
  - 61 Core Workshop
  - 9 Life Skills Training
  - 7 Gang (group)
  - 0 Conflict Resolution Workshop
  - 0 Communication Workshop
  - 24 Job Readiness Workshop
  - 0 males attended the special Males group
  - 0 females attended the Girls Power Workshop.
  - 6 BTIO
  - 15 YAB participants (2 meetings)
  - 11 parents in parent orientation and "Parenting Wisely."
  - 0 Anger Management
  - 0 ATODA
  - 10 Teambuilding activity (Youth Advisory Board)
  - 7 Healthy Relationship Workshops
  - 4 attended local College Tours
  - 0 participated in clean-up activities generating a total of 0 hours

## **AODA**

- There were 18 new individuals who received an initial AODA pre-screening.
- Beginning caseload was 38 for the month, the end caseload is 31.
- 8 new referrals this month with 2 intakes and 7 discharges.
- 106 youth attended AODA/Anger Prevention/ Education workshops this month.

## **Employment & Training**

- We have now received some feedback regarding the 5.09 curriculum that we submitted in late July. There are a few changes we will have to incorporate but they are due to the implementation of the Common Core Standards (Nationally).
- Program Services Coordinator currently has a caseload as follows;
  - BEST 0
  - Skills Enhancement 42
  - STRIVE (Includes SER 13) 17
- 2 Skills Enhancement Program participants successfully completed the CNA training at the J. Johnson Education Center. They are now waiting to take the State Certification Exam.

## **Transform Milwaukee:**

- There are currently 11 participants enrolled in the program. 4 completed the orientation phase (totaling 20 hours each), 9 have been placed in subsidized employment and 2 are awaiting placement. The goal of the original contract is to service 21 youth.
- 2 participants have reached their 60 day benchmark and will be receiving \$50.00 gift cards from MAWIB. This will also allow SDC to bill for an achieved benchmark.

**WIA**

- There are a total of 59 active participants currently enrolled. Recruitment efforts will be in high swing in October due to the continuation of our WIA contract.
- A meeting will be held with our newly assigned project monitor to determine which participants will be exited from the program, those that will continue and those that will go into follow-up.

SDC Finance Director Natasha L .King gave a fiscal overview of the agency.

SDC Human Resource Director, Pamela Biagui reported that over the next few weeks an agency wide employee engagement survey would be distributed. The survey is designed to identify problems that impact service and performance related to the agencies mission.

George Hinton added that there would also be outreach and surveys prepared by the BDP & Associates that would require board determination through oral and written feedback and bring clear vision for how the process will be facilitated regarding time and commitment of resources to the strategic planning process.

Chairman Randall suggested a poll calendar be developed to determine Board of Commission availability. He thanked George Hinton for being a stellar asset and for stepping up to the plate and stabilizing the organization. He requested that the proposal submitted by BDP& Associates be distributed to the board for review in preparation for the Executive Committee meeting.

George Hinton thanked Diane Robinson and Jim Gambon for their assistance.

**10. Committee Reports**

**SD Foundation Report**

SDF Board Chairman Steven Robinson reported the following:

- Celebrity Chef Event date set for February 18<sup>th</sup> the group is on track and sending out initial asks for celebrity’s, vendors & gifts. The foundation is asking that all Commissioners participate and use their respective networks. He reported that lunch was being expanded to include 14 tables.

**Program Planning and Public Policy**

**Action**

- Briefing Papers BP2080-2083 were approved under consent agenda.
- Briefing Paper BP2084 was presented as information only.

SDC Taskforce updates provided:

There are plans to coordinate Health and Poverty Task force into the public listening sessions. Youth and Poverty are in the midst of drafting their report. The co-leaders expect to be complete by mid-November. Dr. Means encouraged that the document be more than just a report and that there be a high level of advocacy and influenced support from the Board.

Dr. Williams cautioned everyone to understand that the document is inclusive of all youth and will be a living breathing document. Dr. Williams also requested more information the Transform Milwaukee Youth Grant.

#### **11. Legal Counsel Report \***

No report

#### **12. The meeting adjourned at 7:45pm**

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

# Chairperson's Report

*SDC Board of Commissions Meeting*

*CEO Report*

*November 20, 2014*



5000



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

# Committee Reports



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

November 12, 2014  
 SDC Board Room  
 4041 North Richards Street  
 Milwaukee, WI 53212

**November 2014 Briefing Papers for Action/Information**

**Action**

BP	Funder	Program	Request	Agent
BP2085	Safer Foundation	YFDP	\$163,800	SDC
BP2086	Greater Wisconsin Agency on Aging Resources (GWAR)	Senior Companions-Medicare Improvements for Patients and Providers Act (MIPPA)	\$28,500	SDC
BP2087	Wisconsin Department of Health Services Bureau of Aging and Disability Resources	Senior Companions	TBD	SDF
<b>Total</b>			<b>\$192,300.00</b>	

**Information**

BP	Funder	Program	Request	Agent
BP2088	Associated Bank	MABC-VITA	\$15,000	SDF
<b>Total</b>			<b>\$15,000.00</b>	

2014 Briefing Papers to date:

Agent	Total # of requests	Total \$ requested	Total #awarded	Total amount awarded	Total still pending	Amount still pending	Total denied	Amount denied
Agency-wide	60	\$16,906,206	24	\$5,360,022	21	\$ 10,259,871	8	\$231,003
SDF only	23	\$1,199,110	8	\$49,487	11	\$1,031,670	4	\$88,028

# Legal Counsel

# Old Business

# New Business

# Announcements