KNOXVILLE-KNOX COUNTY COMMUNITY ACTION COMMITTEE

December 7, 2017
MINUTES

The regularly scheduled meeting of the Knoxville-Knox County Community Action Committee was held at the L.T. Ross Building, 2247 Western Avenue, Knoxville, Tennessee at 10:00 a.m. on Thursday, December 7, 2017.

COMMITTEE MEMBERS PRESENT
Ms. Virginia Anagnost
Mr. Gerald Green (Represented by Mr. Doug Burton)
Mayor Tim Burchett (Represented by Mr. Chris Caldwell)
Ms. Polly Doka
Dr. Clifford Davis
Ms. Rachel Honeycutt
Mr. Buz Johnson
Ms. Kathy Mays
Ms. Martha Olson
Ms. Rebecca Parr
Mr. Terrell Patrick
Ms. Judy Poulson
Mayor Madeline Rogero (Represented by Ms. Avice Reid)
Judge John Rosson
Mr. Derek Tate
Mr. Ronald Thompson Sr.
Dr. Sandra Twardosz
Ms. Lula Williams
Mr. Charles Wright

COMMITTEE MEMBERS ABSENT
Councilman Daniel Brown
Commissioner Charles Busler
Rev. John Gill
Dr. Martha Buchanan (Represented by Ms. Katharine Killen)
Sen. Becky Massey
Mr. Ben Bentley (Represented by Ms. Ashley Ogle)
Mr. Steve Ritter
Mr. Thomas Strickland
The meeting was opened with a moment of silence, Ms. Virginia Anagnost, board chair, presiding.

I. MINUTES (MAILED)

Ms. Anagnost asked if there were additions or corrections to the minutes of the October 26, 2017 board meeting. There being none, the minutes were approved as distributed.

II. AMERICORPS PRESENTATION

Mr. Jason Scott, AmeriCorps Program Director, introduced the AmeriCorps team for the 2017-2018 service term. Each member introduced themselves and briefly explained their positions and where they serve.

III. ADMINISTRATIVE COMMITTEE REPORT

Mr. Buz Johnson presented the Administrative Committee report from Wednesday, November 29, 2017.

The Administrative Committee met on November 29, 2017, and makes the following report.

The committee approved the personnel actions on the attached sheet. The committee reviewed a report of the Office on Aging invested funds. No action is required at this time. The homeless services financial reports were reviewed. The committee reviewed the Head Start and Early Head Start program information and financial reports for the month of October 2017. The committee was advised that the Charitable Solicitations Registration has been extended until March 31, 2018. The annual financial audit is underway and an extension of the due date has been requested and received. Contracts from the City of Knoxville for Homeward Bound programs were reviewed. The CAC Case Management program at the four (4) KCDC high rises for the elderly and disabled has been renewed and funded at $187,500. The Emergency Solutions Grant (ESG) program has been funded at $90,000 to provide re-housing for 115 families comprising approximately 350 individuals. Full board approval is recommended. The committee received a report on adult day care services provided by the Daily Living Center. The primary source of funding for this program is the Social Services Block Grant which has not increased in many years. Due to recent changes, KCDC is not longer able to provide space and utilities without charge. In order to maintain the program, additional local funds need to be provided while fund raising and other options are developed. The committee recommends that Knox County local funds in the amount of $40,000 a year for the 2017 and the 2018 years be transferred from Mobile Meals to the Daily Living Center. Full board approval is recommended.

The committee heard an update on the Empty Stocking Fund program. Plans were made for the December board meeting. Upcoming meetings and events were reviewed.

Mr. Johnson moved to approve the Administrative Committee report. Mr. Charles Wright seconded the motion. The motion was unanimously approved.
Ms. Polly Doka moved to approve the Homeward Bound contracts from the City of Knoxville for Homeward Bound Case Management program and the Emergency Solutions Grant (ESG) program. Ms. Rebecca Parr seconded the motion. The motion was unanimously approved.

Ms. Barbara Kelly described the services and funding of the Daily Living Center (DLC). The primary funding source for the DLC has been the Social Services Block Grant which has not increased in many years. Recently, Knoxville Development Corporation (KCDC) informed the agency that it will no longer be able to provide space and utilities without charge. In order to meet the budget requirements and provide time to develop alternative fund raising, it is recommended that the local cash allocations for 2017 and 2018 be revised to transfer $40,000 from the Mobile Meals allocation to the Daily Living Center. Ms. Judy Poulson asked if the County Commission would need to approve CAC’s plan to move the funds. Ms. Kelly explained that the City and County allocations are made to CAC and it is up to the CAC board to approve the amounts allocated to individual programs. This transfer is being brought to the full board because the dollar amount is relatively large and the board needs to be aware of the funding issues with the DLC.

Mr. Buz Johnson moved to approve the transfer of funds for the Daily Living Center (DLC) program. Ms. Martha Olson seconded the motion. The motion was unanimously approved.

IV. HOMEWARD BOUND

Ms. Misty Goodwin, Senior Manager of Homeward Bound, gave an overview of the program. She highlighted the newest program called Youth WINS (When In Need of Services). Youth WINS assists unaccompanied youth who are experiencing homelessness through intensive case management and linkages to community resources. Last year 19 unaccompanied youth were identified; 11 youth actively participated in case management services. Of those 11 youth, 8 obtained employment and an increase in income, 6 obtained a high school diploma or GED, 5 entered college or other training programs, 10 obtained safe housing, and 11 obtained SNAP benefits. In addition, Homeward Bound programs placed 821 individuals/families in housing last year.

Ms. Goodwin explained that the trust we are able to establish with clients is an important factor in Homeward Bound’s success. Ms Goodwin gave an example that occurred a few months ago, when the City of Knoxville began going into homeless camps to “clean them up.” Homeward Bound was instrumental in helping those affected find housing and shelter. Ms. Goodwin reported on the results of the Under the Bridge Survey. An outreach team contacted 100 people who were staying under the bridge on October 26, 2017 to learn more about how long people had been on the street, what caused them to become homeless, what prevented them from going into housing, why they did not stay “in shelter,” what services/agencies they were accessing, and reasons for not accessing services. Ms Goodwin highlighted the results of the survey. In response to a question from Ms. Rachel Honeycutt, Ms Goodwin explained that a “street homeless person” was someone who lives in a tent, a car, in the woods or some other place not meant for habitation. She added that there are a lot of mental health concerns with this group of individuals. Ms. Honeycutt stated that it is very difficult to get assistance through the system for
someone who is mentally unstable. She asked how someone could volunteer to help the Homeward Bound program. Ms. Goodwin responded that one way to help in through the Pillow Project which provides household items to families going into housing.

Mr. Terrell Patrick asked how many homeless there are at any given time. Ms. Goodwin referred to the Summary of Subgroups of Active Clients in KnoxHMIS in 2016. The subgroups are: Individuals in Families, Youth, Veterans, Chronically Homeless, Street Homeless and Seniors. HMIS reported 9,373 active clients in 2016. Not all of these individuals were homeless at the same time. There will be a “point in time” count in January which will give a snapshot of the number at a given time. In response to a question, Ms. Goodwin explained that loss of a job and no affordable housing were the top reasons for homelessness reported by clients.

Ms. Goodwin commented on some of the efforts underway to deal with the issues of homelessness. Ms. Rebecca Parr asked if these meetings were open to the public and if there was a forum to address the needs of the homeless. Ms. Goodwin suggested that interested individuals could start by attending the Homeless Coalition which meets at the Ross Building at 9:00 a.m. on the last Tuesday of the month. She also suggested contacting Mike Dunthorn of the City of Knoxville Office on Homelessness about other opportunities to be heard.

V. PROGRAM STATUS

Winter Wonderland Event.

Mr. Albert Nelson invited the board members to Winter Wonderland, a community event, this evening, December 7, 2017, in East Knoxville. This event is being presented by 5 Points Up, a community group in East Knoxville. This event starts at 5:30 pm at Hardy Park on Martin Luther King Boulevard. Mr. Nelson thanked Lula Williams, Terrell Patrick and Derek Tate for their participation in making this event happen. There will be holiday lights, treats and caroling. This is a free family friendly event.

Empty Stocking Fund.

Ms. Kelly informed the board that we are still taking applications for the Empty Stocking Fund. There are 3,500 baskets of food in addition to toys that will be distributed at the Jacobs Building on December 23, 2017. Ms. Parr asked if this included the Head Start families, which it does.

Volunteer Income Tax Assistance (VITA).

Ms. Sue Campbell, Management Services Director, informed the board about the Volunteer Income Tax Assistance program (VITA). This is a free and confidential service offered on a first-come, first-serve basis and is open to low-income and moderate-income individuals and families. We have several sites. Last year we had a pilot site at Cokesbury Methodist Church. The site was very successful and we will be returning to this site in 2018. In 2017 our 29 trained volunteers prepared 2,724 tax returns, generating $2,869,894 in refunds and $1,359,103 Earned Income Credits. Ms. Campbell introduced Mr. Terry Reed, VITA Site Coordinator, who
discussed the VITA program. We are the largest site in Tennessee. Each of the 2,724 tax returns represents individuals and families, including the international community and persons with disabilities. We have been asked to expand to Morristown, which is a great opportunity. Mr. Reed shared three stories showing the impact VITA has in the community.

VI. UPDATE S & ANNOUNCEMENTS

Winter Supper and Snow Day. Ms. Khann Chov, Urban Agricultural Director, invited the board members to participate in two upcoming fundraising events. The Winter Supper on Friday, December 15 at the Old City Wine Bar and Snow Day on Friday, January 26 at the Mill and Mine. Ms. Chov reminded the members that there are Beardsley Farm Calendars and note cards for sale.

Snowflake Ball. Ms. Deisha Finley, Senior Corps Manager, announced the 2018 Snowflake Ball which will take place on Saturday, February 3. Board members were encouraged to get their tickets early. Ms. Finley also informed the board that Mobile Meals is selling holiday cards.

Ms. Anagnost called attention to the list of meetings and events on the agenda and encouraged the board members to participate. She wished everyone season’s greetings.

There being no further business, the meeting was adjourned.

[Signature]

Polly Doka
CAC Board Secretary