

KNOXVILLE-KNOX COUNTY COMMUNITY ACTION COMMITTEE

December 7, 2023

MINUTES

The regularly scheduled meeting of the Knoxville-Knox County Community Action Committee was held at 10:00 a.m. on Thursday, December 7, 2023. The meeting was held at the Ross building.

BOARD MEMBERS PARTICIPATING

Ms. Virginia Anagnost
Ms. Desiree Beasley
Dr. Andrew Brown – representing Superintendent Dr. Jon Rysewyk
Rev. Sam Brown – representing Representative Sam McKenzie
Mr. Doug Burton – representing Ms. Amy Brooks
Ms. Anna Compton
Ms. Polly Doka
Mr. Kevin DuBose – representing Mayor Indya Kincannon
Commissioner Kim Frazier
Mr. Buz Johnson
Ms. Dena Mashburn – representing Mr. Kevin Parton
Mr. Orris Nero
Ms. Martha Olson
Ms. Judy Poulson
Mr. Terrell Patrick
Dr. Ragan Schriver
Ms. Kenyadah Sullivan
Mr. Derek Tate
Dr. Sandra Twardosz

BOARD MEMBERS ABSENT

Mr. Chris Caldwell – representing Mayor Glenn Jacobs
Councilwoman Gwen McKenzie
Ms. Ashley Ogle – representing Mr. Ben Bentley
Judge John Rosson
Ms. Melissa Vanderburg
Ms. Lula Williams
Mr. Charles Wright

The meeting opened with a moment of silence presented by Ms. Polly Doka, board chair, presiding.

1. MINUTES (MAILED)

Ms. Doka asked if there were additions or corrections to the minutes of October 26, 2023, board meeting. There being none, the minutes were approved as distributed.

2. AMERICORPS PRESENTATION

Mr. Jason Scott, CAC AmeriCorps director, spoke and introduced several CAC AmeriCorps members. CAC AmeriCorps is the longest running AmeriCorps program in the state of Tennessee, one of four (4) created in 1994. CAC AmeriCorps has 55 Corps members who serve the Knoxville and surrounding communities. Mr. Scott explained that in order to maintain a sustainable program, CAC AmeriCorps needed to make the difficult choice to have fewer Corps' members so that the members are provided a reasonable living allowance. Several AmeriCorps members, representing partnerships as far as the Great Smoky Mountains to as close as CAC Beardsley Farm, introduced themselves. Additionally, members involved with local elementary schools, such as Muse Knoxville which focuses on STEM learning, were introduced. Commissioner Frazier asked how people learn about AmeriCorps. Mr. Scott spoke of his journey; looking up service opportunities online. Commissioner Frazier stated that after hearing from the members she felt hope for the future of our country.

3. RECOGNITION OF FEED-A-PET SHED

Ms. Dottie Lyvers, Office on Aging director, introduced Ms. Monica Brown, Knox PAWS coordinator, who spoke about the shed donated by Backyard Products and constructed by Lowes, Clinton Highway store. CAC partner, KUB, donated their time by painting the shed. At the ribbon cutting this morning, Lowes manager Mr. Nick Shelton was presented with a plaque thanking him for Lowes valuable contribution.

The Feed-A-Pet program provides 3,200 pounds of pet food per month to 116 senior pet owners. The storage facility is a 12 by 8 foot shed located in the Majors Avenue parking lot. Several board members were present for the ribbon cutting ceremony.

4. ADMINISTRATIVE COMMITTEE REPORTS

Mr. Buz Johnson presented the Administrative Committee Report from Wednesday, November 15, 2023, and made the following report:

The Head Start/Early Head Start financial report and program report for the month of October 2023 were reviewed. Ms. Hauge, Head Start director, informed the committee that she expects the Change in Scope application to be approved, but no official notification has been received. No action is required. Approved the personnel actions on the attached sheet. The committee reviewed the Report of Investments. The committee recommends that staff be authorized to invest Trinity Foundation Lifeline Project fund and the J.T. O'Connor fund in a certificate of deposit at the best available rate. Full board approval is recommended. The agreement letter presented by PYA for conducting the FY23 Audit was reviewed and approved. The rate for conducting the audit will be \$90,000. Full board approval is

recommended. The Homeless Services report for October was reviewed. The committee reviewed several items related to board membership including terms of service, filling a vacancy, and the appointment of a Nominating Committee. The committee reviewed and approved the Funding Summary for November 2023. Full board approval is recommended. This will be a separate agenda item. Plans are being made for the December 7, 2023 board meeting held at the Ross building. Prior to the meeting, there will be a Pet Food Shed dedication ceremony at 9:30 am on the side parking lot.

Mr. Johnson moved to accept the Administrative Committee Report for November 15, 2023. Mr. Orris Nero seconded the motion. The motion was unanimously approved.

Commissioner Kim Frazier moved to authorize staff to invest the Trinity Foundation Lifeline Project fund and the J.T. O'Connor fund in a certificate of deposit at the best available rate. Reverend Sam Brown seconded the motion. The motion was unanimously approved.

Dr. Ragan Schriver moved to accept the letter by PYA to conduct the 2023 audit. Mr. Johnson seconded the motion. The motion was unanimously approved.

5. BOARD MEMBERSHIP

Ms. Doka appointed Mr. Johnson as chair of the Nominating Committee to identify a slate of officers to be presented at the January 2024 board meeting. Ms. Desiree Beasley and Ms. Kenyadah Sullivan volunteered to serve on the committee. If other board members are interested in serving on this committee, please contact Ms. Cathy Gonzalez or Mr. Johnson.

6. GRANTS, CONTRACTS, AND APPLICATIONS

Ms. Barbara Kelly reviewed the summary of grants, contracts, and applications, included in the board packet:

Beardsley Farm

Community Gardens. Received \$9,000 from the Whole Cities Foundation Grant (Whole Foods) for community garden activities.

CAC Transit

Mobile Meals Kitchen & Beardsley Farm. Received \$3,500 from Public Entity Partners for cameras and security upgrades needed at the Mobile Meals Kitchen and Beardsley Farm.

Nutrition Services

Mobile Meals. Received \$10,000 from TVA Retiree Association and TVA to provide meals for the Mobile Meals program.

Mobile Meals. Receive \$6,000 from First Horizon to provide meals for the Mobile Meals program.

Office on Aging

Grandparents as Parents (GAP). Received \$1,000 from the University of Tennessee Division of Diversity and Engagement for the Parenting the 2nd Time Around Conference.

Grandparents as Parents (GAP). Received \$6,004 from Three Rivers Market to be used to support the GAP program.

Placing Animals with Seniors (PAWS). Received \$5,000 from the East Tennessee Foundation/CSN Y-12 for veterinary services.

Social Services

Youth WINS and Feed-A-Pet. Received \$5,000 from East Tennessee Foundation to purchase materials for the programs.

Youth WINS. Received \$8,000 from Empower Knox to purchase incentive gift cards for the Youth Action Board participants and for winter care package supplies for youth experiencing homelessness.

Homeward Bound. Received \$80,000 from the Community Development Block Grant (CDBG) from Knox County to support the salaries of two outreach case managers working with homeless individuals living on the streets outside the city limits.

Proposal/Application Summaries

Beardsley Farm

New Ground Garden. Applied for \$25,000 from the Lawson Family Foundation to support refugee gardening activities.

Ms. Virginia Anagnost moved to accept the grants, contracts, and applications as presented. Commissioner Frazier seconded the motion. The motion was unanimously approved.

7. PROGRAM UPDATES AND ANNOUNCEMENTS

The following announcements were found in the board packet:

Mobile Meals Holiday Cards. \$10 for a pack of ten cards featuring a beautiful poinsettia flower.


CAC Beardsley Farm Calendar. On sale in December at the board meeting and at Beardsley Farm. Cost is \$26. Call the farm at 865-546-8446 if you'd like to purchase one.

Mr. Derek Tate spoke about the Winter Wonderland presented by 5 Points Up on Thursday, December 14, 2023, at Walter Hardy Park. The mission of 5 Points Up is to unify East Knoxville and bring people together. There will be a tree decorating contest; submissions for entry are due December 8, 2023. For those interested in participating in the contest, please contact the East Neighborhood Center at 865-546-5125 for details.

Ms. Lyvers introduced Ms. Deisha Finley, associate director of Volunteer Management and Special Projects, who displayed the East Tennessee Aging Innovation Award presented to the Office on Aging for the Tech Smart Knox Seniors program. Ms. Finley thanked Mr. Dylon Scott, Digital Literacy coordinator, and volunteers for their excellent work and dedication to serving seniors in the Knoxville community.

There being no other business, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Desiree Beasley". The signature is written in dark ink and is positioned above the printed name.

Desiree Beasley, board secretary