

KNOXVILLE-KNOX COUNTY COMMUNITY ACTION COMMITTEE

February 24, 2022

MINUTES

The regularly scheduled meeting of the Knoxville-Knox County Community Action Committee was held at 10:00 a.m. on Thursday February 24, 2022. A hybrid meeting was held at the Ross building with some members attending in person and other members using the digital platform.

BOARD MEMBERS PARTICIPATING

Ms. Virginia Anagnost

Ms. Desiree Beasley

Mr. Doug Burton – representing Ms. Amy Brooks

Commissioner Charles Busler

Mr. Chris Caldwell – representing Mayor Glenn Jacobs

Ms. Angela Check

Ms. Anna Compton

Ms. Polly Doka

Ms. Ann Jefferson

Mr. Buz Johnson

Ms. Renee Kelly – representing Superintendent Bob Thomas

Mr. Orris Nero

Ms. Ashley Ogle – representing Mr. Ben Bentley

Ms. Martha Olson

Mr. Terrell Patrick

Judge John Rosson

Mr. Tank Strickland

Mr. Derek Tate

Dr. Sandra Twardosz

Ms. Lula Williams

Mr. Charles Wright

BOARD MEMBERS ABSENT

Mr. Sam Brown – representing Representative Sam McKenzie

Mr. Charles Lomax – representing Mayor Indya Kincannon

Councilwoman Gwen McKenzie

Ms. Judy Poulson

Ms. Kenyadah Sullivan

Ms. Jennifer Valentine – representing Dr. Martha Buchanan

The meeting opened with a moment of silence presented by Mr. Thomas “Tank” Strickland, Jr., board chair, presiding.

1. RECOGNITION OF VIRGINIA ANAGNOST

Mr. Strickland welcomed Congressmen Tim Burchett, U.S. representative for Tennessee’s 2nd district, and Mr. Tommy Schumpert, former Knox County Executive, to the meeting. Congressmen Burchett presented Ms. Virginia Anagnost with a certificate of Special Congressional Recognition. Mr. Shumpert congratulated Ms. Anagnost on her 30 years of long and successful tenure as board chair.

A special video presentation was shown, Retirement in the time of COVID: An Interview with Virginia Anagnost. Ms. Anagnost was presented flowers and a memory book as a tribute to her years of service.

Mr. Strickland announced that although Ms. Anagnost has stepped down as board chair, she will continue to serve on the CAC board and Administrative committee. She has been given the title, Chair Emerita, in honor of her long years of outstanding service.

Mr. Strickland welcomed the two new Head Start representatives, Ms. Kenyadah Sullivan and Ms. Angela Cheek.

2. MINUTES (MAILED)

Mr. Strickland asked if there were additions or corrections to the minutes of January 27, 2022, board meeting. There being none, the minutes were approved as distributed.

3. ADMINISTRATIVE COMMITTEE REPORT

Mr. Buz Johnson presented the Administrative Committee Report from Wednesday, February 16, 2022, and made the following report.

Mr. Tank Strickland, board chair, appointed Mr. Buz Johnson as Administrative committee chair. Full board approval is recommended. Mr. Tim Royster, from HG&A Associates, met with the committee to review the Retirement Plan Audit for the years ending June 30, 2021 and 2020. The report and related forms have been submitted to the Internal Revenue Services as required by law. The committee approved the personnel actions on the attached sheet. The committee reviewed the report of the Office on Aging Invested Funds. The committee reviewed the Homeless Services financial report and the reports of various Covid-19 related funds for the month of January 2022. The committee was advised that the City and County budget processes have begun. The local budget requests will be submitted as due and reviewed at the March meeting. CAC did not submit a report for City Capital funds this year. The committee received an update on the audit report for the period ending June 30, 2021. The committee was advised that due to the pandemic the due date has been extended to June 30, 2022. The Head Start/Early Head Start financial reports for the months of December and January were reviewed. No action is required. The Head Start/Early Head Start Program information report for January was

reviewed. No action is required. Plans and schedules for the Head Start/Early Head Start federal monitoring were reviewed. This will be a hybrid process with some of the review conducted on-site. The review will take place during the week of February 28, 2022. The Covid-19 update report focused on the need to continue the core actions and the steps we have taken to continue to insure the safety of staff, volunteers, and clients. No action is required. The committee reviewed and approved the Funding Summary for February 2022. Full board approval is recommended. This will be a separate agenda item. Plans were made for the February board meeting which will be a hybrid meeting with some members on-site and others participating remotely. Ms. Virginia Anagnost will be recognized for her 30 years of service as board chair.

Mr. Johnson moved to accept the Administrative Report. Mr. Charles Wright seconded the motion. The motion was unanimously approved.

Mr. Orris Nero moved to endorse the appointment of Mr. Johnson as Administrative committee chair. Mr. Wright seconded the motion. The motion was unanimously approved.

Mr. Johnson noted that the Head Start Policy Council has elected Ms. Kenyadah Sullivan and Ms. Angela Cheek to represent Head Start on the board. Mr. Johnson moved that the Head Start Policy Council's recommendation be accepted. County Commissioner Charles Busler seconded the motion. The motion was unanimously approved.

4. OFFICE ON AGING ANNUAL REPORT

Ms. Dottie Lyvers, Office on Aging director, presented slides highlighting the information from the Annual Report July 1, 2020 – June 30, 2021. Copies of the annual report were mailed to the board members. Ms. Lyvers gave a brief history of the Office on Aging and thanked the dedicated staff members. The Office on Aging has more than 20 programs and services available in multiple locations. The annual budget for 2020 – 2021 was \$6,609,879.

Ms. Lyvers reported that Knoxville Knox County CAC Office on Aging does incredible work in the community, and highlighted various programs:

Information & Assistance/ Benefits & Outreach

- Information and Assistance/Benefits & Outreach connected 4,858 callers with 7,293 referrals.
- East Tennessee 2-1-1 had 13,541 contacts, including 22,000 website visits and 18,453 units of information and referrals.
- Affordable Medicine Options for Seniors (AMOS) provided 1,877 people with information, and assisted a number of people with Medicare enrollment assistance.
- Savings CheckUp assisted 539 individuals with 1,042 benefit applications.
- Supplemental Nutrition Assistance Program Outreach (SNAP) served 3,874 individuals.
- Gift of Sight, Hearing & Dentures provided 114 people with eyeglasses, 75 people with dental services, and 8 people with hearing aids.

Senior Nutrition Program

- 1,898 individuals were served and 302,351 meals were provided to homebound seniors in Knox County.
- 798 new Mobile Meals volunteers were trained and a strong volunteer base of 2,800 people was retained.
- 1,077 wellness alerts were reported from volunteers using the Mobile Meals app, which resulted in 22 emergency calls.
- 11,364 meals and 1,078 supplements were provided through the Caring Plate program, which served 65 cancer patients and 57 family members.
- 13 volunteers helped harvest, wash, and cut produce for the Farm to Seniors program. 1,741 lbs. of produce were distributed.

AmeriCorps Seniors

- AmeriCorps Seniors includes the Senior Companion Program, Foster Grandparent Program, and the Retired & Senior Volunteer Program (RSVP).
- Senior Companions provided 68,612 service hours, engaging 75 volunteers who served 255 individuals. During the pandemic, there were 109 new in-home placements between volunteers and clients and 3,244 wellness calls were provided.
- Foster Grandparent program had 66 volunteers who served 176 children. They provided 80,644 service hours.
- RSVP engaged 208 volunteers in both Blount and Knox Counties and had 24 Senior Care Calls volunteers who called 75 clients biweekly.

Recreation

- The John T. O'Connor Senior Center features exercise, health and socialization for seniors. 700 individuals participated in classes and/or activities. The center developed virtual programming to reach seniors sheltering in place, which included live dance videos, live Bingo, Zoom exercise classes and Facebook communications.
- 4 Covid-19 vaccination clinics and 3 flu vaccine clinics were offered.

Employment and Training

- Senior Community Service Employment Program (SCSEP) assisted 56 participants in a wide range of training opportunities in Knox County. 6 participants were placed in unsubsidized jobs. SCSEP co-sponsored a job fair that served over 100 job seekers and 25 supportive service providers.
- Co-sponsored Digital Inclusion for Seniors classes that served 49 participants.
- Senior Employment Service provided 1,342 wellness calls; 43 people attended Seniors Seeking Employment workshops; 189 clients received job counseling and referrals; 59 participants completed the Digital Inclusion Training class.

Supportive Services & Case Management

- The Daily Living Center served 18 seniors who are living with dementia and depression.
- Grandparents as Parents Program (GAP) addressed 498 families faced with the unique needs of grandparents and other relative caregivers who are raising children whose parents are unable to care for them.

- Project LIVE (Living Independently through Volunteer Efforts) served 337 vulnerable seniors who needed housing placement assistance and/or to remain living independently in their own homes. 65 seniors who were experiencing homelessness were re-housed.
- Rise Above Crime provided outreach, education, and services surrounding the issue of elder abuse to 101 individuals in Knoxville and Knox County.
- Preventing Abuse, Neglect, and Exploitation (P.A.N.E.) provided training to 45 staff members at 3 skilled nursing facilities.
- Personal Emergency Response System (PERS) provided 52 high fall-risk seniors with the button monitoring system.

Seniors and Pets

- Placing Animals with Seniors (PAWS) served 57 seniors and their pets.
- Feed-A-Pet served 70 clients with a total of 136 pets. 2,600 pounds of food were delivered monthly.

Special Assistance

- 500 Pandemic Relief Bags were distributed, as well as 269 food gift cards.
- 250 laptops were distributed, compliments of Comcast.
- 57 digital tablets and digital training were provided.

The OOA promotes public awareness through Elder News & Views, Senior Service Directory, Senior Update in the Knoxville News Sentinel, the OOA website (knoxseniors.org), OOA blog, social media, Community TV's Aging Advantage, and Aging: A Family Affair. Copies of Ms. Lyvers presentation and an additional copy of the Office on Aging Annual Report are available. The OOA Annual Report is available at: <https://www.knoxseniors.org/report/>

Ms. Anagnost moved to accept the Office on Aging Annual Report. Mr. Johnson seconded the motion. The motion was unanimously approved.

5. COVID-19 UPDATE

Ms. Wilson, Human Resources director, informed the board that Covid-19 cases have been trending down in our area, although we continue to be an area of high transmission. The Center for Disease Control (CDC) is expected to announce an updated guidance on mask requirements. CAC management will keep the board informed of any changes in Covid-19 protocols based on updated CDC guidance. Ms. Wilson noted that the Covid-19 vaccination rate for all individuals in Knox County is 59%. She indicated that CAC continues to promote vaccination opportunities for staff, clients, and volunteers.

6. GRANTS, CONTRACTS, AND APPLICATIONS

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

Beardsley Farm

General Sponsorship. Received \$14,500 for general funding, from the Snow Day fundraiser for programs such as educational programming, refugee assistance, farm maintenance, and many other general needs.

Office on Aging

Knox PAWS. Received \$7,000 from Three Rivers Market raised during the December Nourishing Change Campaign.

Supplemental Nutrition Assistance Program (SNAP). Received \$22,686 from United Way of Greater Nashville to provide support outreach efforts to low-income households.

Savings Check Up. Received \$2,500 from the National Council on Aging to support Boost Your Budget Week outreach efforts, which will take place the week of April 11, 2022.

Senior Nutrition Services

Mobile Meals. Received \$30,000 from the Wallace and Mary Casnelli Foundation to provide Mobile Meals.

Mobile Meals. Received \$117,851 from the estate of Mary Ann Webster to provide Mobile Meals.

Social Services

Pillow Project. Received \$4,707 from Altar'd State to purchase household supplies for clients moving into housing.

Proposal/Application Summaries

CAC Transit

CAC Transit. Applied for \$15,638 from Older American Act funding to provide transportation services to seniors.

Housing & Energy

Affordable Housing Repair Program. Applied for \$150,000 from the East Tennessee Foundation Affordable Housing Trust fund to perform health and safety repairs, weatherization measures, and/or lead-based paint remediation for 30 households.

City of Knoxville Emergency Home Repair. Applied for \$1,000,000 from the City of Knoxville Community Block Development Grant fund to perform health and safety repairs for 160 households.

Knox County Home Rehabilitation Program. Applied for \$650,000 from Knox County Community Development Block Grant fund to perform home rehabilitation to 20 eligible homes.

Office on Aging

Knox PAWS. Applied for \$8,000 from Meals on Wheels of America Trailblazer grant to assist with veterinary and other needed services.

Social Services

Emergency Solutions Grant (ESG). Applied for an additional \$64,731 from the City of Knoxville ESG-CV funds to assist with re-housing payments such as deposits, rental assistance, and arrearage payments.

**Funding Request for Emergency Solutions Grant
and Community Development Block Grant**

Social Services

Homeward Bound. Applied for \$220,000 from the City of Knoxville’s Emergency Solutions Grant (ESG) to provide direct financial assistance to homeless households and to support the salary of two case managers. One case manager will be serving literally homeless families and the other case manager will be serving literally homeless youth.

Homeward Bound. Applied for \$120,000 from the Community Development Block Grant (CDBG) from the City of Knoxville to support the salaries of two case managers who will serve literally homeless or at-risk youth and seniors.

Homeward Bound. Applied for \$120,000 from the Community Development Block Grant (CDBG) from Knox County to support the salaries of two outreach case managers who will work with homeless individuals living on the streets outside the city limits.

Dr. Sandra Twardosz moved to accept the grants, contracts, and applications as presented. Mr. Wright seconded the motion. The motion was unanimously approved. Mr. Johnson recused himself from the vote.

7. PROGRAM UPDATES AND ANNOUNCEMENTS

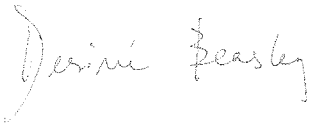
The following announcements were found in the board packet:

14th Annual Snowflake Ball: A Senior Companions Fundraiser. Saturday, March 5, 2022, is sold out. You can support the Senior Companion fundraising event by bidding at the silent auction. The link to the silent auction is <https://www.32auctions.com/SnowflakeBall2022>

Volunteer Income Tax Assistance (VITA). Free tax preparation for low-to-moderate income households and individuals. BY APPOINTMENT ONLY; call 865-244-3086.

There being no other business, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Desiree Beasley".

Desiree Beasley, board secretary