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
December 19, 2019
1730 W. North Avenue – Board Room
Milwaukee, WI 53205

Agenda

1. Call to Order
   Chairman, Elmer Moore Jr.

2. Roll Call

3. Compliance with the Open Meetings Law

4. Public Comments
   Information

5. Adoption of the December 19, 2019 & Agenda
   Action

6. Adoption of the December 19, 2019 Consent Agenda
   Action

   (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.)

7. Adoption of the Board of Commission November 21, 2019 meeting minutes
   Action

8. Chairperson’s report
   Action

9. CEO Report

10. SD Foundation Update
    Information

11. SD Properties Update
    Information

12. Financial Update
    Action

   • 2020 SDC Budget Presentation

13. Committee Reports

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Board of Commission Meeting
December 19, 2019
1730 W. North Avenue – Board Room
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Program Planning Public Policy
Reported by Committee Chairperson, Nikki Purvis

A. Briefing Papers SDC  
- BP2456  
- BP2457  
- BP2458

Information Only SDC  
- None

SDF Briefing Paper (Action through Foundation)  
- BP2459

SDF Briefing Paper Information only  
- BP2460

B. Budget Finance & Resource Development  
Reported by Committee Chair Terese Caro

14. Legal Counsel Report *  

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15. Old Business  
16. New Business  
17. Announcements  
18. Adjournment  

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### December 2019 Briefing Papers for Action/Information

<table>
<thead>
<tr>
<th>Action Items</th>
<th>BP Funder</th>
<th>Services/Program</th>
<th>Due Date</th>
<th>Request</th>
<th>Refunding/New/Continuation</th>
</tr>
</thead>
<tbody>
<tr>
<td>BP2456</td>
<td>Dept of Health and Human Services</td>
<td>Opioid Family Support Program</td>
<td>Forecast</td>
<td>$250,000</td>
<td>New</td>
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<tr>
<td>BP2457</td>
<td>City of Milwaukee Community Development Grants Administration</td>
<td>YouthBuild</td>
<td>N/A</td>
<td>$100,000</td>
<td>New</td>
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<tr>
<td>BP2458</td>
<td>United Way- MPS</td>
<td>Youth Services- Milwaukee Community Schools Partnership</td>
<td>Dec 18</td>
<td>$80,000</td>
<td>New</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$430,000.00</td>
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</tbody>
</table>

**Information only**

<table>
<thead>
<tr>
<th>Action Items</th>
<th>BP Funder</th>
<th>Services/Program</th>
<th>Due Date</th>
<th>Request</th>
<th>Refunding/New/Continuation</th>
</tr>
</thead>
<tbody>
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<td></td>
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### Requests through the Social Development Foundation

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<th>Due Date</th>
<th>Request</th>
<th>Refunding/New/Continuation</th>
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<tr>
<td>BP2459</td>
<td>Greater Milwaukee Foundation</td>
<td>Lead Outreach</td>
<td>December 6</td>
<td>$125,000</td>
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<td><strong>Total</strong></td>
<td></td>
<td></td>
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<td>$125,000.00</td>
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**Information Only**

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<tr>
<th>Action Items</th>
<th>BP Funder</th>
<th>Services/Program</th>
<th>Due Date</th>
<th>Request</th>
<th>Refunding/New/Continuation</th>
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</thead>
<tbody>
<tr>
<td>BP2460</td>
<td>Aldi Smart Kids</td>
<td>Youth Services</td>
<td>December 15</td>
<td>$5,000</td>
<td>New</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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### 2019 Grants Status- To date

<table>
<thead>
<tr>
<th>Agent</th>
<th>Total # of requests</th>
<th>Total $ requested</th>
<th>Total # awarded</th>
<th>*Total amount awarded</th>
<th>New awarded</th>
<th>Total pending</th>
<th>Amount pending</th>
<th>Total denied</th>
<th>Amount denied</th>
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<tbody>
<tr>
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<td>40</td>
<td>$8,224,786</td>
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<td>13</td>
<td>$759,286</td>
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<tr>
<td>SDF only</td>
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<td>$1,182,786</td>
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<td>$140,025</td>
<td>$33,525</td>
<td>$280,000</td>
<td>8</td>
<td>$759,286</td>
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</tbody>
</table>
November 21, 2019

Call to order by Board Chair, Elmer Moore Jr.

Roll Call: A quorum was confirmed by Executive Support Manager, Abra Fortson

Members Present:
- Elmer Moore Jr.
- Nikki Purvis
- Terese Caro
- Donna Brown Martin
- Dr. Valencia Brown
- Matthew Boswell
- George Matthews
- Carlisa Harris
- George Matthews
- Torre Johnson
- Bennett Rucka
- John Jacobs

Excused:
- Ossie Kendrix
- Daniel Gomez
- Rosa Villa –Menes
- Sara Van Winkle
- Craig Sanders
- Rosemary Holley - TARP

Absent:
- Glenn Carson

Compliance with Open Meetings Law: Confirmed

Public Comments:
None
Adoption of the November 21, 2019 Meeting Agenda
- Motion to adopt agenda by John Jacobs
- 2nd by George Matthews
- The motion carried

Adoption of the November 21, 2019 Consent Agenda *
- Motion to adopt by Nikki Purvis
- 2nd by Dr. Valencia Brown
- The motion carried

SDC Chairperson’s Report:

SDC Board Chairman Elmer Moore Reported on the following:

- Introduced a dash-board information tool concept that was designed to simplify the reporting process to include agency turn over. Matthew Boswell asked if it would be a management tool at no cost and created by the agency. Chair Moore Jr. replied, yes.

- Elmer Moore introduced AFL-CIO Appointee, John Jacobs. Elmer Moore expressed his pride and gratitude that the AFL-CIO remains a committed partner of the commission. Mr. Jacobs expressed his thanks and excitement about joining the commission as a representative of AFL-CIO.

- Reported that Elected Commissioners start thinking about what their listening sessions in their districts look like by the end of the year.

- He also said that every commissioner must draft an activity report to their reporting entity to ensure their appointing authority is informed on the activities of the commission from the perspective the represent the authority as members of SDC’s board of commissioners.
CEO Report:

SDC CEO George P. Hinton reported the following:

- Ella Dunbar provided the Marketing Team report. Ms. Dunbar outlined her role as SDC Community Relations Manager & Elected Commissioner Liaison. She reported that she would be following up with all Elected Commissioners soon. Ms. Dunbar said that there would be an ongoing report presented as an update of media activities.

Ben Rucka asked about more advanced information on anticipated program events and initiatives. Mr. Hinton responded that Marketing would communicate as soon as we know. Marketing will add process will provide an update/invite as soon as we know.

Ben Rucka asked if the web and collateral materials could be expanded to reflect the varying district demographics

Torre Johnson asked if SDC worked to vary media outlets for access. He also wanted to know how SDC ensures people find information on the website. Mr. Hinton responded that Marketing updates the website regularly and that he would ask that the teams checks to ensure that all postings and calendars are current.

Commissioner Boswell said the most important thing is taking the opportunity to tell the story and what a positive and excellent job of it SDC does. He said that SDC needed to do more to ensure people know how well a job it’s doing.

Strategic Plan Review

Dr. Keenan Grenell reviewed the findings from the 2019 strategic planning process for 2020-2023.

He asked that the commission verify the following:
  - The commissioned reviewed the plan and agreed to accept the plan as their collective input provided.
  - Agree on the goals as outlined then work with staff and empower them to develop tactics according to the mission of SDC
There were suggested edits in language to the document that were noted. There was a motion made by Donna Brown Martin to accept the strategic plan document with noted edits that would close in January 2020. The motion was 2nd by Dr. Valencia Brown. The motion carried.

**SD Foundation Report:**
No report

**SD Properties Report:**

A review was given regarding loan terms for re-financing loans for structural improvements that would replace the roof on 1730 W. North Avenue and install windows.

SD Properties approved leasing of office space to Common Bond. The space would accommodate 7 staff members.

**Financial Update:**
SDC Director, Patrick Kirsenlohr reported the following:

SDC is in a very strong position. He referred back to the 2020 budget timeline process and noted that he would be complete according to schedule.

Mr. Kirsenlohr reported that he would send once complete to the Committee Chair, Board Chair and CEO for review. After this he would send out to full board for review and would field any questions via e-mail and or phone prior to the next BFRD committee meeting scheduled for December 12, 2019 and would seek full board approval at the December 19, 2019 Board meeting.

Balance sheet and Income statement through June 2019 showed nothing alarming and was pretty consistent.

- Has not had to access the line of credit.
- SD Properties had been approved for consolidating debit balance which would be used for property updates at North Avenue Site.

This would include window/building and financing through Forward Community Investment (FCI). The loan would close within the first two (2) weeks of January 2020. Hoping to begin roof in March all else builds off of that construction timeline.
Torre Johnson asked how services will be impacted. Mr. Hinton responded that SDC will not close unless instructed by construction advisement.

John Jacobs asked how solar panels will be bid out by SDC. Mr. Hinton said that the specs would be provided through General Contractor construction design build process. The process would be BID through public notice on the SDC Website and our regular notice processes as related to the SDC procurement guidelines.

Torre Johnson recommended the board approves the financing terms set forth by Forward Community Investments through SD Properties. The motion was 2nd by George Matthews. The motion carried.

The General Contractor would also post through the SDC website. Mr. Hinton noted that the windows would be extremely reinforced.

- Budget Finance & Resource Development (BFRD) Committee Chair, Terse Caro provided the BFRD committee Report to include loan details.

Patrick Kirsenlohr responded that all but three programs are reimbursed on expenditures and that the others are pay for performance funds. He said the only unrestricted funds come in are from excess meals. Patrick reiterated the need to diversify funding streams.

DPI pays 5% in excess meals anything over and above goes into enterprise column each meal is paid at $3.55 per meal

Ben Rucka reiterated that he would like to see the food service report by center in his district (district 6). He wanted to know cost per meal v. reimbursements. Board Chair Moore said that he would personally ensure that information is sent to him.

Committee Reports:
Approved under consent agenda:
Human Resources Committee Report:

Updates and were made regarding the following policies:

- Equal Opportunity and Commitment to Diversity
- Conflicts of Interest and Confidentiality
- Workplace Guidelines

A motion was made by Dr. Valencia Brown to accept the policies changes as put reported by Ben Rucka in the SDC Policy Manual. The motion was 2\textsuperscript{nd} by Torre Johnson. The motion carried.

SDC HR and Program Services Director, Pamela Johnson provided the benefit selection recommendations for the 2020 benefit year. The motion to accept was made by Dr. Valencia Brown and 2\textsuperscript{nd} by Ben Rucka. The motion carried.

HR Committee Chairman Ben Rucka presented on the items reported and action taken at the November 2019 Human Resource Committee meeting.

Legal Counsel:
No Report

New Business
None

Old Business
Donna Brown-Martin reminded the commission that during the bylaw update Legal Counsel went to Milwaukee County and during that time promised an update for the February meeting of the Judiciary Committee. She wanted to ensure that this outreach and appearance did move forth to include the approval of the strategic plan report.

Motion to Adjourn: The meeting adjourned at 7:40p