

Community Relations Commission  
May 5, 2005

Present: Jane Stephenson, Chair  
Bob Masengill  
Susan Lavigne  
David Woolard  
Christy Doering

Absent: Victoria Hoyos-Arango  
Jene' Brogan  
Carol Moss

City Council: Jean Callison

Staff: Bob Buffington, Terrie Monroe, Stacy Brown, Jerry Bradley, Jr.

The meeting was called to order at 6:32 P.M. by Chair, Jane Stephenson with the Pledge of Allegiance.

**Public Comments**

There were no public comments.

**Public Hearing – Community Service Grants**

Ms. Stephenson opened the public hearing.

Komen Foundation - \$5,000

No one appeared at the hearing to present for this organization.

Plano International Preschool - \$10,700

Current Executive Director Pam Harvey announced that May 25<sup>th</sup> would be her last day at PIP, and she introduced the new Executive Director, Kristen Price. Ms. Harvey explained they were requesting funds to maintain their Child Nutrition Program. This program provides breakfast, lunch and snack for the children on a daily basis, which may be the only source of food for the day for some of the children. Ms. Harvey explained without the nutrition provided at the school, the children would not be physically and mentally prepared to learn. Ms. Harvey was asked about the increase in her budgeted expenses, and she explained the increase was projected due to the increase in the two year old enrollment.

Dental Health Programs - \$15,000

Mr. Paul Hoffmann, Executive Director, presented for the Dental Health Program and requested funds for salary and wages, payroll taxes and benefits, insurance, supplies, and other expenses. Mr. Hoffman presented information about three children his Plano

office had served, instead of, as he said, “throwing out numbers.” He was asked what “Other expenses” were, and he responded that they included charts, lab coats, and general odds and ends expenses. The question of duplication of services from agencies such as Baylor Dental was asked, and Mr. Hoffmann explained that there were no similar services in Collin County, and that Collin County patients had difficulty traveling to Dallas. The fact that no quarterly reports had been provided was discussed. Mr. Hoffmann said this is because no funds from last year’s grant had been used. Terrie Monroe was asked to check on the reporting situation. Securing the volunteer services of Plano dentists was discussed. Mr. Hoffmann explained they do have several volunteer dentists, but most dentists have many excuses for not volunteering. Jane Stephenson complimented the agency on their plan for measuring performance.

#### Plano Children’s Medical Clinic - \$30,000

This agency was represented by Executive Director Susan Shuler, who gave a brief history of the Clinic. Ms. Shuler said that the Clinic is seeing about 12,000 kids a year in the day program, 3,000 kids at the night program, and 6,000 for immunizations. She explained that their funding request was simply for medicine, medical supplies, and equipment. The equipment request was specifically for a Sure Sight machine that would allow them to test the eyesight of children who failed standard eye tests at school, and can’t afford to see an eye doctor. The question was asked if the Sure Sight equipment required special training, and Ms. Shuler explained that the price of the equipment included training.

#### Family Services of Plano - \$3,900

Cathy Barker, Executive Director, explained that their funding request was for support of the Crisis Response Team. She gave a brief history of this program and an explanation of the service provided before introducing Sandra Cherry, Crisis Team Coordinator. Sandra presented “The Bag”, which was an example of the bag of tools that all Crisis Team volunteers carry. Sandra explained that the requested funding would be used primarily to purchase a projector and laptop to use in training volunteers, and also to help market the program to the police staff. Concern for the safety of volunteers was raised, and both Sandra and Cathy assured police were always present. They were asked if they had pursued a donation for the equipment, and responded that they had been unsuccessful so far. They were questioned also about who would be making the training video, and Sandra proclaimed her expertise in that field. Jane Stephenson complimented the agency’s tracking system and fund raising skills.

#### Samaritan Inn- \$30,000

New Executive Director Jack Ewing presented for Samaritan Inn. He stated that the Inn had provided 520 people with 12,988 nights of shelter and over 39,000 meals. 120 of those people were from Plano, representing 2,468 nights and 7,400 meals. They served approximately 35 clients per day. He explained that they had moved into their new facility, which tripled their size and capacity. They can now serve 70 clients per day, and hopefully 150 residents this year will be from Plano. The funding he requested would be used for one part-time Program Specialist, utilities, and maintenance. He was asked to explain the job description of a Program Specialist, which he explained as an entry level position that provides direct care service and is supervised by a case manager. The Inn has 2 Specialists on duty for every shift, 24 hours a day. It was mentioned that the Inn

advertises in the McKinney newspaper, so Mr. Ewing was asked if he advertises in the Plano newspaper. He did not know, but would find out. Jane Stephenson complimented Mr. Ewing on the Inn's performance measures, and Mr. Ewing explained that they had added a post-follow-up at 30 and 60 days.

#### Housing Crisis Center - \$10,000

Executive Director Yvonne Butler presented this new agency to the Commission, and introduced several of her staff and board. She gave a brief explanation of how the agency originated in Dallas, the extent to which it has grown, and the services offered in Dallas. She told also how United Way recognized a need for their service in Collin County, and how they are beginning to serve the county. In 2004 they provided service to 110 Plano residents, and through the first four months of 2005, they have served 118. She explained the funding request to be for salary, operational expenses, rent, and direct service expenses. She was asked if they educate the DISD seniors as they are in PISD. The answer was no, but they are providing education for McKinney senior students and Allen senior students. The Commission was curious about volunteer attorneys in Collin County, since there are 150 in Dallas. Ms. Butler explained that she has been sending staff attorneys to Collin County until she is totally confident that clients in need of legal assistance will show up. Some Commissioners wanted to know what lease information was offered that the clients wouldn't know about, and she offered several examples. Ms. Butler also explained that they do collaborate with Legal Aid.

#### Hope's Door - \$30,000

Karen Johnson, grant writer and fund raising coordinator for the agency, explained that their funding request was for rent and utilities. These funds are necessary to continue providing crisis hotlines, emergency shelter, crisis intervention and professional counseling for families impacted by domestic violence. The annual cost for rent and utilities is \$138,000 and her request would fund 18% of this. She was questioned as to why the percent of Plano residents served in the Shelter is so low. She felt this was due to the fact that the agency was in Plano, so Plano clients had friends and relatives close by to stay with. Ms. Johnson was asked to explain why it cost \$120,874 to raise \$391,097. She explained that previously the agency had several persons responsible for fund raising, but the cost would decline, as she is now solely responsible for this activity. Jane Stephenson praised the agency's exit survey.

#### Plano Community Charity, Inc. - \$30,000

This agency was represented by Executive Director Patricia Sloan, who was supported by several member of the agency's board of directors. Ms. Sloan explained that last year their funding was used to financially assist persons from the Collin County Adult Medical Clinic in purchasing necessary medical prescriptions. As the Adult Clinic is now able to receive a grant of their own for this purpose, they are changing their focus. They are requesting funding this year to provide minor emergency home repairs that are beyond the budgets of the families, and employee benefits and salaries. Ms. Sloan was asked how she procured donations. She stated that everything in their store was a donation, with a wide range of value. She was questioned also about the decline in the number of Plano residents projected to be served this coming year. She says this is due to the change in the type of service provided. She was asked if all the requested funds were going to contractors, and she explained no. Ms. Sloan was asked why she had not

filed any quarterly reports, and she apologetically explained the reports were sent by email early today (5/05/05). Clarification was requested concerning agencies collaborated with last year in disbursing funds for medication, and she explained it was the Collin County Adult Medical Clinic.

The public hearing was closed.

### **Report on Transition and Revitalization Committee**

Bob Masengill, the Commission's representative to the Transition and Revitalization Committee, gave a report on the Urban Design Element that this committee presented to and had approved by the Planning and Zoning Commission. Mr. Masengill pointed out that the recent trends were for development of Urban Centers where residents can live, work and play in the same area. He said that these centers appear to appeal mostly to the younger population, but there is a trend now to bring Senior Citizens into this type setting. Another change he discussed is the strong possibility of Plano requiring inspections to be completed on aging apartment complexes.

### **Items for Future Agendas**

Jane Stephenson and Bob Buffington discussed the formation of a sub-committee for standardizing budget formats.

Jane asked that questions and concerns about the scoring criteria be emailed to Bob Buffington.

Jane announced that at the next meeting the Commission would discuss clarifying the term "Emergency Services" for scoring the Community Services Grant.

David Woolard brought up that the number of people at the meeting tonight and the hours put into the effort are not proportionate to the amount of money given out. He wants to discuss combining the grant hearings (CDBG and Community Service Grant). Bob Buffington explained that he has been planning the possibility of this, and it will be discussed in the immediate future.

After reminding the Commissioners that the Wednesday, May 11<sup>th</sup> meeting would be held at the Schimelpfenig Library at 5024 Custer Road, at 6:30 P.M., Chair, Jane Stephenson adjourned the meeting at 8:21 P.M.

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Jane Stephenson, Chair