

Tarrant County Department of Human Services
Advisory Committee Meeting
1200 Circle Drive Suite 200
Fort Worth, Texas 76119
January 13, 2022
9:00 am

AGENDA

Welcome and Introductions	David Johnson, Chairperson
Acceptance of Minutes	David Johnson
Community Participation	Jamie Willis, MPA Director Resource Connection of Tarrant County Jlwillis2@tarrantcounty.com 817-531-7619
CRCG Community Resource Connection Group Funding of Last Resort	
Financial Report	Betty Laquey. Financial Manager
Director's Report	Lisa Martin, Director
Announcements	
Next Advisory Committee Meeting	Thursday April 14, 2022

TCDHS Y-T-D Budget vs Obligated - Quarterly Report

Data as of: January 6, 2022

25% of FY 2021 Completed

Tarrant County General Fund	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Sept
Rent	500,000	43,342	9%	456,658	43,342	-	-	-
Utilities	1,350,000	139,256	10%	1,210,744	139,256	-	-	-
Food-Hygiene	100,000	3,159	3%	96,841	3,159	-	-	-
Total Client Expenses - General fund	1,950,000	185,756	10%	1,764,244	185,756	-	-	-
Donated Funds	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
TXU Energy Aid	51,757	10,601	20%	41,156	10,601	-	-	-
Reliant Cares	11,314	4,439	39%	6,875	4,439	-	-	-
Cirro Energy	1,029	-	0%	1,029	-	-	-	-
Direct / First Choice	4,848	1,954	40%	2,894	1,954	-	-	-
Total Donated Funds	68,948	16,994	25%	51,954	16,994	-	-	-
ATMOS Natural Gas (Allocation) Funds are added by Atmos and only used if available on the web. Funds are never added to TCDHS budget.								
	9,601	9,601	100%	-	9,601	-	-	-
Total Client Expenses - Donated funds	78,549	26,595	-	51,954	26,595	-	-	-
Grant & Special Funds	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
EFSP "Phase 38" Rent ends 10/31/21	5,105	5,105	100%	-	5,105	-	-	-
ALL FUNDS	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
Rent	505,105	48,447	10%	456,658	43,342	-	-	-
Utilities	1,497,497	165,851	11%	1,314,652	165,851	-	-	-
Food-Hygiene	100,000	3,159	3%	96,841	3,159	-	-	-
Total Client Expenses-All Funds	2,102,602	217,456	10%	1,868,152	212,351	-	-	-
Cremations reimbursed to UNTHSC		34			34	-	-	-
Number of Burials-Unidentified		1			1	-	-	-
Total Burial Expenses - General fund	54,600	12,184	22%	42,416	12,184	-	-	-

**TARRANT COUNTY
DEPARTMENT OF HUMAN SERVICES
1200 Circle Drive-Suite 200
Fort Worth, Texas 76119
817-531-5620**

Email: tarrantcountyhumanservices@tarrantcounty.com

ADVISORY COMMITTEE MEETING MINUTES

**January 13, 2022
9:02 AM – 9:48 AM**

Members Present:

Jim Fletcher
Jacquelyn Flynt
David Johnson
Patrick Johnson
Judi Ketchum
Marcus Rockwell
Lyn Scott
Mike Doyle
Connie Nahoolewa
Beth Noah

Members Absent:

Dana Springer
Connie Nieswaidomy

Guest Present:

Amy Callaway
Outreach and Disaster Coordinator for North Central Texas Fort Worth
211 Texas/United Way HELPLINE
United Way of Greater Houston
682-340-2587

Jamie Willis
Director, Resource Connection of Tarrant County
JLWillis2@tarrantcounty.com
817-531-7619

Staff Present:

Lisa Martin, Director

Betty Laquey, Financial Manager

Tanja Almendarez, Executive Secretary II

I. Welcome and Introductions

Tarrant County Department of Human Services Advisory Committee meeting was held on Thursday, January 13, 2022 at 9:02 am.

The meeting was called to order by the Chairperson, David Johnson at 9:02 am.

Lisa Martin thanked everyone for being on the Go To Meeting Call and expressed appreciation for their attendance and guidance.

Due to the COVID-19 pandemic and adherence to social distancing, the Advisory Committee meeting was a virtual Go To Meeting Call.

II. Approval of Minutes

The Chairperson, David Johnson, asked the Advisory Committee Members to review the minutes from October 14, 2021 meeting.

Patrick Johnson motioned to accept the minutes and Marcus Rockwell seconded the motion.

All members present voted in favor of motion to approve minutes from October 14, 2021 meeting.

III. Financial Report/ Budget Update

Financial Manager, Betty Laquey, presented Tarrant County Department of Human Services first quarter fiscal year report, with supporting documents.

Betty Laquey stated that in the first quarter Tarrant County Department of Human Services has assisted with \$212,000.00, and of that amount \$165,000.00 was in utility assistance alone. Unduplicated households assisted in the first quarter of FY2021 was 707 and in first quarter of FY2022 was 706.

Betty Laquey stated the remaining Emergency Food and Shelter Program (EFSP) fund had been used in the first quarter and final report has been filed.

Beth Noah asked if Tarrant County Department of Human Services is only taking calls from 8:00am to 12:00pm. Betty Laquey stated that Tarrant County Department of Human Services Call Center accepts calls from 8:00am to 3:30pm.

Lyn Scott asked why the rent assistance is down. Betty Laquey stated that there are many organizations assisting with rent and utilities, so calls for rent have decreased.

David Johnson asked what the average amount of rent vouchers were issued in the first quarter. Betty Laquey stated the average amount of rent vouchers issued is \$988.00.

IV. Director's Report/Department Updates

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) mailed 478 SUAP application on December 28, 2021 for clients helped with SUAP in FY 2021. Appointments are being scheduled for new clients calling into the Call Center for utility assistance.

Lisa Martin stated that Michelle Heckman was hired as the new Financial Assistance Manager. Michele Heckman is Betty Laquey replacement. Michelle Heckman is a Tarrant County employee and worked in the budget office making Michele Heckman very familiar with Tarrant County policy and procedures. Michelle Heckman is scheduled to start Tuesday January 18, 2022.

Lisa Martin stated that Betty Laquey was promoted to Assistant Director on October 18, 2021.

Lisa Martin stated Nicole Brown was hired for the Administration Assistant position. Nicole Brown is replacing LaChandra Hallman who was hired back in March 2021 for the Administration Assistant position. LaChandra Hallman has been promoted to Case Aide to answer the Call Center telephones. Once both new employee's start Tarrant County Department of Human Services (TCDHS) will be fully staffed with 25 employees.

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) will continue to refer applicants to the Emergency Rental Assistance Program for the City of Arlington and Tarrant County until told otherwise. Lisa Martin stated that an email has been sent out to the Call Center staff letting the staff know that Tarrant County Department of Human Services (TCDHS) will start accepting intakes for Arlington residence who do not qualify for ERAP. Lisa Martin Stated that Tarrant County Department of Human Services (TCDHS) will collaborate with the Emergency Rental Assistance Program to make utilities pledges.

Lisa Martin Stated that there is a new COVID testing site on Resource Connection Campus (RC). Persons can register with Tarrant County Public Health and sign up to get a COVID test at Resource Connections Campus (RC).

Lisa Martin stated that an email will be sent out to the Advisory Committee containing a COVID-19 needs assessment survey that needs to be completed by January 14, 2022. The survey is to gather information about the needs for the community, agencies, and clients. The survey will be used to finalize funding from Tarrant County for the needs of the community.

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) received a \$10,000.00 donation from Reliant Energy. Once Commissioners Court approves the donation the funding will be used to assist Reliant Energy customers especially since the Special Utility Assistant Program (SUAP) is starting.

Lisa Martin stated Tarrant County Department of Human Services (TCDHS) will be applying for a \$25,000.00 grant from Emergency Food and Shelter Program (EFSP) once the application process is made available for agencies to apply. Tarrant County Department of Human Services (TCDHS) has historically received the Emergency Food and Shelter Program (EFSP) funds and special donated utility funds from TXU Energy, Reliant Energy, and Atmos.

V. Community Participation/Community Resource Connection Group (CRCG)

Jamie Willis Director of Resource Connection of Tarrant County, Jamie Willis presented a 2022 CRCG Announcement Flyer to explain Community Resource Connection Group (CRCG).

Jamie Willis stated that Community Resource Connection Group (CRCG) is a resource for Case Manager about difficult cases that are outside their agency funding source. Community Resource Connection Group (CRCG) works like a think tank for Social Service agencies and Case Managers. Case Managers meet and discuss the case to come up with solutions for the barriers that have been encountered with these difficult cases.

Community Resource Connection Group (CRCG) is a last resort, one time funding to assist with the barriers encountered. Funding for the Community Resource Connection Group (CRCG) is through the Housing Finance Corporation. The main focus is to keep people in their homes and prevent homelessness.

Community Resource Connection Group (CRCG) assist with many different things. Over the years Community Resource Connection Group (CRCG) has assisted with financial requests, home maintenance issues, moving assistance, dentures, house repair, wheelchair batteries, bugs, rodents, termites, car repairs, and birth certificates.

Case Managers email the form to Community Resource Connection Group (CRCG) Oversight Committee. Jamie Willis and Lisa Martin receive CRCG application requests and Lisa Martins team makes sure the Case Manager has already tried to access all funding sources available and have not been able to secure funds to assist with the issue.

The CRCG Funds is paid directly to the vendor and not to the client. Vendors are required to complete a W-9 and the applicant must be able to maintain their living expenses.

Judy Ketchum asked if the program offers a one time assistance per issue or per household. Jamie Willis stated that it is a one time per household assistance but if there is more than one situation for the household that it would be reviewed. Jamie Willis also stated that funding for Community Resource Connection Group (CRCG) has increased from \$1,000.00 to \$1,500.00 per household.

Judy Ketchum asked if there has been an opportunity for Community Resource Connection Group (CRCG) to visit with Social Workers at their meetings so that new Case Managers can learn about the resource. Jamie Willis stated yes they will be starting to do more outreach to agencies. Most meetings have been virtual due to COVID, but will work with Case Manager to share this resource information.

VI. Announcements

Amy Callaway is the Outreach and Disaster Coordinator, with 211 Texas United Way Helpline. Her contact information is direct number (682) 340-2587, email address ACallaway@unitedwayhouston.org. Amy covers Tarrant, Erath, Hood, Wise, Palo Pinto, Somervell, Parker, and Johnson Counties. Currently working on training smaller groups in the community on 211. The training will be to assist groups with awareness of resources and to navigate the 211 website. Once COVID levels decrease to a safer level Amy will start doing bigger community events.

Beth Noah is the coordinator with Area Agency on Ageing (ADRC), located at 1300 Circle Drive, Fort Worth, TX 76119. The regular program assists people to get on Medicaid, Long term services, to age in place at home. The program also has contracted with Health and Human Services (HHS) to provide items to help people stay in their home, like grab bars, and toilet seat risers. There is a 3 (three) month wait list. Assistance with utilities for a 1 (one) time assistance of \$200.00. The utility fund is limited to 30 slots per month.

Connie Nahoolewa is the Interim Director of Northside Inter Community Agency (NICA). They are currently hiring for a Director to replace Adam Johnson who has moved to UTA. The agency offers assistance with food pantry, thrift store, back to school clothes, home repair, holiday program, and helping get young adults into college.

Marcus Rockwell is the Vice President of Meals On Wheels (MOW) Adult Activity Centers. They currently have 18 activity centers working throughout the County. They have some centers under renovations. Currently working with two centers that had COVID challenges and had to suspend onsite services to provide 5 packs of frozen meals for older adults sheltering in place. The Transit Program, contracted with small providers to transport older adults to get from home to an activity center, grocery shopping, and special outings. The Transit Program is serving over 100 adults. Currently have a new project with Master Classes to live stream different classes in the activity centers as well as at home for those who need it in their home. The classes include things like gardening, art of magic, bread baking, science, problem solving, and wellness fundamentals.

David Johnson is the Mission United Program Coordinator at United Way. The Texas Veteran Network, which connects Veterans with resource providers that can provide Veterans and their family members with benefits they need. There is currently a position available for a Mission United Program and Partner Support Specialist. The position is similar to an Outreach Coordinator. The position would focus on the Dallas and Northeast Tarrant County of their territory. Their territory is expanding to include Abilene, Amarillo, and Lubbock.

Lynn Scott is the Executive Director at Guardianship Services. They provide guardianship support and services for at risk adults. Money management groups take direct referrals from Social Security as well as Veteran Affairs. In the last few months they have provided Financial Literacy Education in the community. In person and online services. They have a Financial Exploitation Prevention Center to help support victims who have been financially exploited.

Patrick Johnson is the Manager of Energy assistance with TXU Energy, Ambit Energy, and Tri Eagle Energy. His team helps with customers across the state of Texas with bill payment. There are three other companies that have been purchased within the last year or so that his team does not assist with directly. The three new companies are Express Energy, 4Change Energy, and Veteran Energy. Patrick works closely with Tarrant County, Catholic Charities, and the City of Fort Worth Community Action Partners. There are also Arlington partners receiving assistance such as Arlington Urban Ministries, and Mission Arlington. This year we are hoping to see an increase

in agencies assisting with bill pay. They didn't see a huge increase in bill assistance from last year because of the Texas Rent Relief Program which helped to protect customers and to make sure utility bills were paid. This year TXU will still help people with assistance to pay because they are struggling to pay living expenses.

Jacquelyn Flynt was the Director of DRS (Dispute Resolution Services). She left DRS in November of 2021 and is in private practice again in Family Law. There is a new program in Tarrant County that hopefully will fill the gap that DRS left since closing at the end of December 2021.

Jim Fletcher is on the Tarrant County Child Protective Services Board. He also serves on Region 3 as the Director of Texas Counsel of Child Welfare Boards, and also a delegate to the State Child Welfare Board. Top topics at the last meeting of the Texas Counsel was on average in the first quarter they had 282 children in CPS care spending at least two nights in the office with a CPS worker. This is called kids without placement. This has become a chronic problem in the state. Legislator has increased funding for CPS to help resolve the issue which has increased 100% year after year. By 2029 CPS will be based on Community Based Care. Tarrant County is the pioneer in Community Based Care.

VII. Handouts

Tarrant County Department of Human Services (TCDHS) Y-T-D Budget vs Obligated Quarterly Report, top 10 zip codes served, and FY21 Q1 comparison FY22 Q1 Spreadsheet.

Community Resource Connection Group (CRCG) flyer.

Tarrant County Advisory Board meeting notes from October 14, 2021.

VIII. Meeting Time

Lisa Martin thanked members for their time and service to the community. The next in person Advisory Committee Meeting is scheduled on Thursday, April 14, 2022 at 9:00 am.

Meeting was adjourned at 9:47 am.

**Tarrant County Department of Human Services
Advisory Committee Meeting
1200 Circle Drive Suite 200
Fort Worth, Texas 76119
January 13, 2022
9:00 am**

Director's Report

1. Human Services mailed 478 SUAP applications to clients who received assistance in 2021.
2. Human Services hired Michele Heckman for the Financial & Systems Manager position to replace Betty Laquey. Betty was promoted to Assistant Director on October 18, 2021. Michele is a current Tarrant County Employee who works in the Budget Office. Michele will begin January 17, 2022.
3. Human Services hire Nichol Brown for the Administrative Assistant II position to replace LaChandra Hallman who was promoted to Case Aide on 9-15-2021. Nichole will start on January 24, 2022.
4. Human Services continues to refer applicants to the Emergency Rental Assistance Program (ERAP) for the City of Fort Worth and Tarrant County. Human Services continues to make utility pledges for ERAP.
5. The Resource Connection Campus has a drive through COVID-19 Testing Site, but you are required to register and schedule an appointment online.
6. Lisa Martin will email the Advisory Committee Members the COVID-19 Needs Assessment after the meeting and is due by January 14, 2022.
7. Human Services received a \$10,000.00 donation from Reliant Energy. Pending Commissioners Court approval to accept the donated funds on Tuesday January 25, 2021.
8. Human Services will apply for a \$25,000.00 EFSP Grant when the Local Board makes the announcement.

**Tarrant County Department of Human Services
Advisory Committee Meeting
1200 Circle Drive Suite 200
Fort Worth, Texas 76119
July 14, 2022
9:00 am**

AGENDA

Welcome and Introductions	David Johnson, Chairperson
Acceptance of Minutes	David Johnson
Community Participation	Wayne Pollard Housing Director Tarrant County Housing 817-531-7654 wpollard@tarrantcounty.com Lease Incentive Program
	Shanika Davis Management Analyst Tarrant County Emergency Rental Assistance Program 817-884-2637 sddavis@tarrantcounty.com
Financial Report	Michele Heckman. Financial Manager
Director's Report	Lisa Martin, Director
Announcements	
Next Advisory Committee Meeting	Thursday October 13, 2022

Note-The Advisory Committee Meeting scheduled on Thursday April 14, 2022, at 9:00 am was cancelled because seven (7) members were not able to attend due to conflicts with their schedules.

TCDHS Y-T-D Budget vs Obligated - Quarterly Report

Data as of: July 5, 2022

75% of FY 2022 Completed

Tarrant County General Fund	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Sept
Rent	500,000	76,219	15%	423,781	43,342	20,249	12,628	
Utilities	1,350,000	351,413	26%	998,587	139,201	66,172	146,039	
Food-Hygiene	100,000	21,326	21%	78,674	3,151	8,339	9,836	
Total Client Expenses - General fund	1,950,000	448,957	23%	1,501,043	185,694	94,760	168,503	-
Donated Funds	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
TXU Energy Aid	101,795	64,037	63%	37,758	10,600	33,205	20,232	
Reliant Cares	43,829	22,151	51%	21,678	4,438	6,497	11,215	
Cirro Energy	1,030	-	0%	1,030	-	-	-	
Direct / First Choice	4,848	4,848	100%	0	1,954	62	2,831	
Total Donated Funds	151,501	91,036	60%	60,466	16,993	39,764	34,279	-
ATMOS Natural Gas (Allocation) Funds are added by Atmos and only used if available on the web. Funds are never added to TCDHS budget.	46,378	46,378	100%	-	9,601	11,590	25,187	-
Total Client Expenses - Donated funds	197,879	137,414		60,466	26,594	51,354	59,466	-
Grant & Special Funds	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
EFSP "Phase 38" Rent ends 10/31/21	5,105	5,105	100%	-	5,105	-	-	-
EFSP "Phase 39" Rent/Mortgage ends 10/31/21	25,000	23,265	93%	1,735	-	-	23,265	-
ALL FUNDS	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
Rent	530,105	104,589	20%	425,516	48,447	20,249	35,893	-
Utilities	1,547,879	488,826	32%	1,059,053	165,795	117,526	205,505	-
Food-Hygiene	100,000	21,326	21%	78,674	3,151	8,339	9,836	-
Total Client Expenses-All Funds	2,177,984	614,740	28%	1,563,244	217,393	146,113	251,234	-
Cremations reimbursed to UNTHSC		93			34	39	20	-
Number of Burials-Unidentified		2			1	1	-	-
Total Burial Expenses - General fund	54,600	33,999	62%	20,601	13,829	14,170	6,000	-

**TARRANT COUNTY
DEPARTMENT OF HUMAN SERVICES
1200 Circle Drive-Suite 200
Fort Worth, Texas 76119
817-531-5620**

Email: tarrantcountyhumanservices@tarrantcounty.com

ADVISORY COMMITTEE MEETING MINUTES

**July 14, 2022
9:00 AM – 9:51 AM**

Members Present:

Amy Calloway
Jim Fletcher
David Johnson
Connie Nahoolewa
Beth Noah
Marcus Rockwell
Lyn Scott
Francine Speer

Members Absent:

Mike Doyle
Jacquelyn Flynt
Patrick Johnson
Connie Nieswaidomy
Dana Springer

Guest Present:

Wayne Pollard- Director of Tarrant County Housing Assistance Office. Contact information is 817-531-7654 or wpollard@tarrantcounty.com.

Shanika Davis- Management Analyst for Tarrant County Emergency Rental Assistance Program. Contact information is 817-884-2637 or sddavis@tarrantcounty.com.

Staff Present:

Lisa Martin, Director
Michele Heckman, Financial Manager

I. Welcome and Introductions

The Advisory Committee Meeting scheduled on Thursday April 14, 2022, at 9:00 was cancelled because seven (7) members were not able to attend due to conflicts with their schedules.

Tarrant County Department of Human Services Advisory Committee meeting was held on Thursday, July 14, 2022, at 9:00 am.

The meeting was called to order by the Chairperson, David Johnson at 9:00 am.

Lisa Martin thanked everyone for being on the virtual meeting and expressed appreciation for their attendance and guidance.

Due to the COVID-19 pandemic and adherence to social distancing, the Advisory Committee meeting was a virtual Microsoft Teams meeting.

II. Approval of Minutes

The Chairperson, David Johnson, asked the Advisory Committee Members to review the minutes from January 13, 2022, meeting.

Marcus Rockwell motioned to accept the minutes and Amy Callaway seconded the motion.

All members present voted in favor of motion to approve minutes from January 13, 2022, meeting.

III. Financial Report/ Budget Update

Financial Manager, Michele Heckman, presented Tarrant County Department of Human Services (TCDHS) 2022 fiscal year report, with supporting documents.

Michele Heckman stated that the numbers out of 1.95 million general fund available Tarrant County Department of Human Services (TCDHS) has spent 23%, almost \$450,000.00 for Fiscal Year 2022. Tarrant County Department of Human Services numbers are increasing and have exceeded last year's numbers. As the numbers increase every month Tarrant County Department of Human Services (TCDHS) is getting back to normal.

Michele Heckman stated that at the end of June 2022, Tarrant County Department of Human Services (TCDHS) used 93% of \$25,000.00 from the Emergency Food and

Shelter Program (EFSP) fund. As of July 14, 2022, Tarrant County Department of Human Services (TCDHS) obligated 100% EFSP funds.

Michele Heckman stated that so far in Fiscal Year 2022 Tarrant County Department of Human Services (TCDHS) has had 93 cremations and 2 burials.

Lisa Martin stated to expand on Michele Heckman's data on the numbers being up, since we have been in the pandemic for the past two (2) years starting in March 2020 the numbers decreased. The reason behind the decrease is that clients received Pandemic Unemployment Benefits, Pandemic Food Stamps, Regular Unemployment Benefits, CARES monies distributed to the community for Emergency Rental Assistance Program, and Texas Rental Relief. All those resources meet the needs of those who suffered COVID related emergencies. With all the programs now finalizing and spending their funds Tarrant County Department of Human Services (TCDHS) numbers have increased.

IV. Director's Report/Department Updates

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) has had several retirements. Ann DeMartis retired on March 31, 2022, after twenty-five (25) years with Tarrant County Department of Human Services (TCDHS). Cynthia Rangel retired June 30, 2022, after twenty (20) years with Tarrant County Department of Human Services (TCDHS). Mary Gutierrez was promoted to Assistant Supervisor on June 11, 2022. Currently there are two (2) Social Worker II positions open. Eleven (11) applications have been received for the Social Worker II positions and interviews may start July 18, 2022.

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) has a new lobby door decal that includes hours of operations, agency name, and website that can be easily seen from the parking lot. Lisa Martin stated she will email everyone a picture of the new door decal.

Lisa Martin stated to please refer people to the Lease Incentive Program (LIP) and that Tarrant County Emergency Rental Assistant Program (TC ERAP) is not taking any new application.

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) has three (3) Upward Bound Students working on shredding, making labels for mailings, preparing application packets, and filing leave requests.

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) now has an on-line application on the Tarrant County webpage. Currently the on-line

application is turned off due to a high call volume. On Monday July 11, 2022, there were 92 applicants in the telephone screening queue. Tarrant County Department of Human Services (TCDHS) goal is to have applicants in the telephone screening queue for less than a week.

On June 27, 2022, to June 29, 2022, Tarrant County Department of Human Services (TCDHS) had 7 employees working one (1) hour of overtime each day. Starting July 12, 2022, 12 employees started working one (1) hour of over time until further notice Monday through Thursday.

Lisa Martin stated that United Way (2-1-1) has a "Beat the Heat" Collection Drive in progress. Donations include Fans and Small A/C units. As of July 13, 2022, 37 A/C units, and 120 fans have been donated. Remember to check on neighbors and friends.

Lisa Martin stated that Tarrant County Department of Human Services (TCDHS) received 1205 calls in April, 1,540 calls in May and 2,052 calls in June.

V. Community Participation

Wayne Pollard, Director of Tarrant County Housing Assistance Office (TCHAO) presented information about the new Lease Incentive Program (LIP).

Wayne Pollard stated that the purpose of the Lease Incentive Program (LIP) is to help families get into new units with a lease. It is a short-term program for persons that are actively trying to find a new unit to rent. The program has \$750,00.00 in funding.

The Lease Incentive Program (LIP) is assisting with security deposits up to \$2,500.00 for a family, reimbursements for relocation and moving expenses up to \$750.00, application fees of \$75.00 per adult, and pay up to three (3) months for hotel or motel for total of \$2,250.00 if person(s) is currently staying in one.

Applicants can get a copy of the application on the Tarrant County Housing website. Applicants must reside in Tarrant County except for the City limits of Arlington and the City limits of Fort Worth. The City of Arlington and Fort Worth have their own funds for emergency rental assistance. Applicants' income can be up to 80% median area income and can self-certify how COVID effected their household.

Francine Speer asked what kind of proof of COVID related activity is looked at for the program? Wayne Pollard stated that applicants just have to say they had COVID (self-certify), because of HIPPA Laws cannot request documents for test results.

Wayne Pollard also stated that Tarrant County Housing Assistance Office (TCHAO) can look at the applicant's income taxes filed for 2021 to verify their income eligible. The targeted group are those at risk of homelessness or have housing instability.

Lisa Martin asked Wayne Pollard to explain the basics of how to apply for the Lease Incentive Program (LIP). Wayne Pollard stated that to apply the applicant would need to go to housing assistance web page and fill out the online application. Once the initial application is received it will be reviewed and a full application will be sent for applicant to complete, or applicant can come into the Housing Office. Tarrant County Housing will contact the potential landlord or owner of the property that applicant wants to rent. The landlord or owner would have to be willing to accept Tarrant County Housing Assistance Office (TCHAO) promissory note of payment for the security deposit and application fee. The landlord will fill out and return the paperwork back to housing and a payment will be made to the landlord or owner within 30 to 45 days.

David Johnson asked if the applicant can be a single person or does it have to be a family. Wayne Pollard stated that Housing considers a single person as a family.

Wayne Pollard stated that there is a short timeline that the funds for the Lease Incentive Program must be used by and to spread the word in the community.

Lisa Martin asked Wayne Pollard to email her the flyer for the Lease Incentive Program (LIP) so it can be emailed to the Advisory Committee.

Shanika Davis is a Management Analyst for Tarrant County Emergency Rental Assistance Program (TC ERAP).

Shanika Davis stated that the Tarrant County Emergency Rental Assistance Program (TC ERAP) online portal closed on April 30, 2022, at 5:00 pm and that no future applications for rent or utility assistance will be accepted.

Shanika Davis stated that the Tarrant County Emergency Rental Assistance Program (TC ERAP) has currently paid 1,720 households rent and utilities, and as Wayne Pollard mentioned, this does not include the City of Arlington and the City of Fort Worth because they received their own program funding.

Shanika Davis stated that Tarrant County Emergency Rental Assistance Program (TC ERAP) has paid almost \$17 million in rent. The total dollar amount in rental assistance paid out is \$16,728,652.67 and the total dollar amount in utility assistance is \$470,598.65. Making the total combined payout \$17,199,251.32 as of Tuesday July 12, 2022.

Shanika Davis stated that Tarrant County Emergency Rental Assistance Program (TC ERAP) currently still has 306 applications pending in the system that were received before the deadline. These applications have not been assigned reviews yet because of an update to one of the guidelines. Currently the guideline is up to 18 months payments, the change will be up to 12 months to make sure that funds are available for those who have not been assisted yet.

Lisa Martin asked how many applications are still pending. Shanika Davis stated that there are 306 applications pending that have not been reviewed, 299 applications pending waiting for tenants' information, paperwork, incomplete applications, and waiting on contact back from tenant. There are also applications that are in recertification after receiving initial fund disbursement and applicant states they need more assistance. There are about 200 applications pending for additional assistance.

Shanika Davis stated that Tarrant County Emergency Rental Assistance Program (TC ERAP) paid the initial past due rent amounts plus three (3) months of future rent.

VI. Announcements

Amy Callaway is the Outreach and Disaster Coordinator, with 211 Texas United Way Helpline. Her contact information is direct number (682) 340-2587, email address ACallaway@unitedwayhouston.org. Amy covers Tarrant, Erath, Hood, Wise, Palo Pinto, Somervell, Parker, and Johnson Counties. Call Center numbers have increased the last month. In the North Texas area alone an increase of 1,500 to 2,000 more calls than the previous month. Amy Callaway encouraged members to post the Beat the Heat Collection Drive flyer on their personal LinkedIn and other social media pages to get more fans donated for United Way's Beat the Heat Collection drive.

Beth Noah is the Coordinator at the Aging Disability Resource Center (ADRC), located at 1300 Circle Drive, Fort Worth, TX 76119.

Connie Nahoolewa is the Interim Director at Northside Inter Community Agency (NICA). There are still some funds available for home repairs for seniors. They hope to renew the grant with the King Foundation.

Marcus Rockwell is the Vice President of Meals On Wheels (MOW) Adult Activity Centers and transportation program.

David Johnson is the Mission United Program Coordinator at United Way and The Texas Veteran Network.

Lynn Scott is the Executive Director at Guardianship Services and the Financial Exploitation Prevention Center.

Francine Speer is with Catholic Charities Fort Worth, was doing disaster operations and now her role is to build up resources and do long term resource connection stability planning for clients.

VII. Handouts

Tarrant County Department of Human Services (TCDHS) Y-T-D Budget vs Obligated Quarterly Report.

Lease Incentive Program (LIP) flyer.

Tarrant County Advisory Board meeting notes from January 13, 2022.

VIII. Meeting Time

Lisa Martin thanked members for their time and service to the community. The next Advisory Committee Meeting is scheduled on Thursday, October 13, 2022, at 9:00 am.

Meeting was adjourned at 9:51 am.

**Tarrant County Department of Human Services
Advisory Committee Meeting
1200 Circle Drive Suite 200
Fort Worth, Texas 76119
July 14, 2022
9:00 am**

Director's Report

1. Ann DeMartis retired on April 1, 2022.
2. Mary Gutierrez was promoted to Assistant Supervisor on June 11, 2022.
3. Cynthia Rangel retired on June 30, 2022.
4. Monthly Call Center numbers continue to increase:

April 2022	1,205
May 2022	1,540
June 2022	2,052
5. May start interviewing for two (2) Social Worker II positions beginning July 18, 2022. Received 11 applications.
6. A new lobby door decal was installed on June 28, 2022.
7. Online application button has been added to the TCDHS webpage. Currently experiencing a high call volume and managing queues.
8. Overtime:

Seven (7) employees worked overtime from June 27, 2022 thru June 29, 2022 for one (1) hour per day. Includes Exempt and Non-Exempt Employees.

Twelve (12) employees began working overtime on July 12, 2022, Monday thru Thursday for one (1) hour per day until further notice. Includes Exempt and Non-Exempt Employees.
9. Human Services has three (3) Upward Bound Students that started working on June 28, 2022 completing clerical job assignments-shredding, making labels for mailings, preparing application packets and filing leave requests. The students last day will be Thursday July 28, 2022.
10. United Way Beat the Heat Summer Collection Drive (see the flyer). As of July 13, 2022, 37 window AC units and 120 fans have been donated. First responders in the field are making the referrals. Contact Victoria Walton at United Way, 817-258-8043.
11. The next Advisory Committee Meeting will be at 9:00 am on Thursday October 13, 2022.

**Tarrant County Department of Human Services
Advisory Committee Meeting
1200 Circle Drive Suite 200
Fort Worth, Texas 76119
October 13, 2022
9:00 am**

AGENDA

Welcome and Introductions	David Johnson, Chairperson
Acceptance of Minutes	David Johnson
Financial Report	Michele Heckman. Financial Manager
Community Participation	Meals on Wheels



Carla Jutson

President & CEO

5740 Airport Freeway

Fort Worth, Texas 76117

817-258-6450 Direct

817-338-1066 Fax

mealsonwheels.org

Director's Report	Lisa Martin, Director
Announcements	
Next Advisory Committee Meeting	Thursday January 12, 2023

TCDHS Y-T-D Budget vs Obligated - Quarterly Report

Data as of : October 4, 2022

100% of FY 2022 Completed

Tarrant County General Fund	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Sept
Rent	500,000	217,301	43%	282,699	43,342	20,249	12,628	141,082
Utilities	1,350,000	599,496	44%	750,504	139,201	66,172	145,799	248,324
Food-Hygiene	100,000	33,604	34%	66,396	3,125	8,251	9,820	12,409
Total Client Expenses - General fund	1,950,000	850,401	44%	1,099,599	185,668	94,672	168,247	401,814
Donated Funds	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
TXU Energy Aid	101,957	79,860	78%	22,097	10,600	33,205	20,232	15,823
Reliant Cares	43,909	34,266	78%	9,643	4,438	6,497	11,215	12,115
Cirro Energy	1,035	-	0%	1,035	-	-	-	-
Direct / First Choice	4,848	4,848	100%	0	1,954	62	2,831	-
Total Donated Funds	151,748	118,974	78%	32,774	16,993	39,764	34,279	27,938
ATMOS Natural Gas (Allocation) Funds are added by Atmos and only used if available on the web. Funds are never added to TCDHS budget.	58,332	58,332	100%	-	9,601	11,590	25,187	11,954
Total Client Expenses - Donated funds	210,080	177,306		32,774	26,594	51,354	59,466	39,892
Grant & Special Funds	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
EFSP "Phase 38" Rent ends 10/31/21	5,105	5,105	100%	-	5,105	-	-	-
EFSP "Phase 39" Rent/Mortgage ends 10/31/21	25,000	25,000	100%	-	-	-	23,265	1,735
ALL FUNDS	Budget	Obligated Y-T-D	Percent Obligated	Current Balance	Qtr 1: Oct-Dec	Qtr 2: Jan-Mar	Qtr 3: Apr-June	Qtr 4: July-Aug
Rent	530,105	247,406	47%	282,699	48,447	20,249	35,893	142,817
Utilities	1,560,080	776,802	50%	783,278	165,795	117,526	205,265	288,216
Food-Hygiene	100,000	33,604	34%	66,396	3,125	8,251	9,820	12,409
Total Client Expenses-All Funds	2,190,185	1,057,812	48%	1,132,373	217,367	146,026	250,978	443,442
Cremations reimbursed to UNTHSC		127			34	39	20	34
Number of Burials-Unidentified		2			1	1	-	-
Total Burial Expenses - General fund	54,600	44,199	81%	10,401	13,829	14,170	6,000	10,200

**TARRANT COUNTY
DEPARTMENT OF HUMAN SERVICES
1200 Circle Drive-Suite 200
Fort Worth, Texas 76119
817-531-5620**

Email: tarrantcountyhumanservices@tarrantcounty.com

**ADVISORY COMMITTEE MEETING MINUTES
October 13, 2022
9:00 AM – 9:54 AM**

Members Present:

Amy Calloway
David Johnson
Patrick Johnson
Beth Noah
Marcus Rockwell
Lyn Scott
Francine Speer

Members Absent:

Jim Fletcher
Jacquelyn Flynt
Connie Nahoolewa
Connie Nieswaidomy
Dana Springer

Guest Present:



Carla Jutson

President & CEO
5740 Airport Freeway
Fort Worth, Texas 76117
817-258-6450 Direct
817-338-1066 Fax
mealsonwheels.org

Staff Present:

Lisa Martin, Director
Michele Heckman, Financial Manager
Mary Gutierrez- Assistant Supervisor

I. Welcome and Introductions

Tarrant County Department of Human Services Advisory Committee meeting was held on Thursday, October 13, 2022, at 9:00 am.

The meeting was called to order by the Chairperson, David Johnson at 9:03 am.

Lisa Martin thanked everyone for being on the virtual meeting and expressed appreciation for their attendance and guidance.

II. Approval of Minutes

The Chairperson, David Johnson, asked the Advisory Committee Members to review the minutes from July 14, 2022, meeting.

Francine Speer motioned to accept the minutes and Beth Noah seconded the motion.

All members present voted in favor of motion to approve minutes from July 14, 2022, meeting.

III. Financial Report/ Budget Update

Financial Manager, Michele Heckman, presented Tarrant County Department of Human Services (TCDHS) FY22 report, with supporting documents.

Michele Heckman stated expenses are significantly higher this quarter than any other quarter in FY22. Total funds obligated for rent and utilities increased radically. The number of cremations and burials decreased slightly from FY21. 70% of total funds were spent on the Special Utilities Assistance Program (SUAP).

Lisa Martin expanded on Michele Heckman's report about the increase of funds spent in the last quarter. Expenses increased because requests for assistance with rent and utilities has increased. The ERAP programs are spending the last of their funds.

Lynn Scott asked if next year's budget is like last year's budget and were there any dramatic changes.

Michele Heckman stated the budget for FY22 and FY23 are pretty much the same and there are no dramatic changes.

IV. Director's Report/Department Updates

Lisa Martin introduced the newest member to the management team, Mary Gutierrez. Mary Gutierrez was promoted from Social Worker II to Assistant Supervisor when Ann DeMartis retired in April 2022. Mary Gutierrez has worked for Human Services for 27 years.

Lisa Martin stated Commissioners Court approved the grant for the air conditioning and heating units in August 2022. Meal on Wheels (MOW) accepted the responsibility of managing the program and hiring a vendor to install the units. Lisa Martin stated that 46 units have been installed.

Lisa Martin stated the FY23 budget was approved in September and TCDHS will move forward with our mission of providing mortgage, rent and utility assistance to Tarrant County residents. Lisa Martin stated TCDHS is extremely busy with requests for rent and utility assistance. Calls for assistance are accepted Monday through Thursday from 8:00 am until 12:00 pm and applicants can submit an online application on the weekends from Friday until Monday.

Lisa Martin stated two Social Worker I's (Jessica Nare and Shannon Slay) were promoted to Social Worker II's on August 6, 2022. Human Services hired two Social Worker I's to complete Telephone Screenings. Elisia Vargas started on September 27, 2022. Alexis Franklin is scheduled to start on Tuesday October 18, 2022.

Lisa Martin stated TCDHS renewed a contract with Catholic Charities for one (1) year. The contract authorizes Catholic Charities to issue a check payable to the client's mortgage company on behalf of TCDHS. Lisa Martin stated mortgage companies are large and vouchers would get lost in the mail, end up on someone's desk in a stack, so clients are sent to Catholic Charities to pick up a check payable to their mortgage company. Catholic Charities issues a check on behalf of TCDHS, directly to the mortgage company along with the client's cashier's check or money order for the remaining balance.

Beth Noah asked if Tarrant County Department of Human Services take calls Monday through Friday 8:00 am to 3:30 pm. Lisa Martin stated calls are Monday through Thursday. Beth Noah asked if Tarrant County Department of Human Services (TCDHS) had afternoon time before. Lisa Martin stated yes, Tarrant County Department of Human Services (TCDHS) had call times in the afternoon, but due to the overwhelming increase in the number of calls coming into the Call Center, Management had to reduce the hours to Monday through Thursday from 8:00 am to 12:00 pm and online applications are accepted Friday evening through the weekend. Beth Noah asked if the system gives applicants a link to go to on the applicant's computer or phone. Lisa Martin stated applicants must google tarrantcountyhumanservices.com or Tarrant County Government to find Human Services to click on the button to apply online.

Beth Noah asked if the window air conditioning units can be switched to heat in the winter months. Lisa Martin stated that Meals on Wheels (MOW) purchased both types because of the size of windows. Some windows will not accommodate the larger units that are air conditioning and heating depending on the home and the available location/space for the unit.

V. Community Participation

Carla Jutson President & CEO of Meals on Wheels INC of Tarrant County (MOW) presented information about the type of programs that are available.

Carla Jutson explained that there are three meal programs. The Home Delivered Meals, Adult Activity Center, and Supplemental Nutrition.

The Home Delivered Meals program delivers meals to the home of the clients. The meals are fresh, hot, and delivered during noontime. A cold breakfast can also be provided with the noon meal for

the following morning. The criteria for the program are, must be a resident of Tarrant County, be homebound, are physically or mentally unable to prepare nutritious meals, and do not have someone in their home to cook for them on a regular basis. There is no age or income requirements.

Congregate Meals program take place in a group setting in the adult activity centers. Currently Meals on Wheels (MOW) has 14 centers around Tarrant County. Clients are provided with a hot noontime meal and if needed a cold breakfast meal can be provided. This program also helps combat social isolation. The criteria for the program are mobile resident of Tarrant County and must be 60 years of age or older.

Supplemental Nutrition program is for clients that can cook for themselves but are lacking the food. The clients receive one box of five frozen meals a week, along with fresh fruits and vegetable when in season from the food bank, or canned goods when out of season. The criteria for this program are, must be a resident of Tarrant County, age 60 and are food insecure.

All meals exceed the nutritional guidelines set out by the Federal Government. The cost of a meal this year is going up to \$7.50 a meal. The current cost is \$7.00 a meal. The cost includes the meal, case management, dietitians, overhead, and HomeMeds. No one is denied services based on their ability or willingness to make a voluntary contribution toward the services they receive. Last year Meals on Wheels (MOW) served clients that reside in Tarrant County, of all ethnicities. Those that are served are 2/3 women and 1/3 men. The median client age is 75 and the median client monthly income is \$1,200.00. \$0.84 of every \$1.00 donated goes directly toward providing services for those in need. The budget for the upcoming year is a little over thirteen (13) million dollars, about 7.5 million will be raised privately. Every donated dollar goes directly for the clients. About 50% of the budget comes from local donations, such as, foundations, churches, and about 24 Federal Grants.

With each grant they may have restrictions. Meals on Wheels (MOW) must find ways to fund all the people. Some grants serve only Veterans, zip codes, certain cities, certain age group, or certain disabilities.

The program began in 1972 when a group of faith-based organizations began a meeting because they saw a need in the inner city and has grown from there. In 1973 is started delivery of meals. The program started with 25 meals a day out of a someone's home kitchen. Today Meals on Wheels (MOW) has over 5,500 volunteers to provide daily safety checks, social interaction and has gone from 25 meals a day to almost 6,000 meals a day. Meals on Wheels (MOW) is not a chapter of anyone, they have been a standalone agency governed by a Board of Directors.

In addition to the Nutrition Programs, Meals on Wheels (MOW) also has programs to address other client needs with Case Management, Companion Pet Meals, Client Assistance, HomeMeds, Friend to Friend, Nutrition Education.

The Client Assistance program provides support to homebound, elderly, and disabled meal recipients who may need minor home repairs or safety issues. Some of the services provided are plumbing and electric repairs, lawn care, roofing repairs, wheelchair ramps, and water heaters. This program is funded by donor-designated gifts. Other items that can be provided are fans, air conditioners, heater, walkers, wheelchairs, blankets, adult incontinence supplies, grab bars, and personal hygiene products.

Lisa Martin stated Commissioner Court approved a grant program for air conditioners and combo heating units. Meals on Wheels (MOW) has graciously accepted the grant and the responsibility to install them in client's homes. Lisa Martin stated she appreciated this partnership. Carla Jutson stated Meals on Wheels (MOW) is appreciative of the funding because they find this is a major problem with clients particularly in the summer months.

Francine Speer asked if the client assistance program is only available to Meals on Wheels (MOW) clients. Carla Jutson stated yes, the program is only available to current Meals on Wheels (MOW) clients.

The Companion Pet Meals program assists clients who have difficulty feeding their cat or dog may receive supplemental pet food for up to two pets at no charge. Last year Meals on Wheels (MOW) delivered 23,000 lbs. of dog food and 9,100 lbs. of cat food. The program is funded through donor-designated gifts.

The Friend-to-Friend program is designed to help combat loneliness and isolation. Volunteers are encouraged to build friendship with clients that are lonely by going for weekly in-home visits.

HomeMeds-medication reconciliation program was established to help prevent falls and hospitalization due to medication errors and adverse drug effects. The program is designed to help clients that go to multiple doctors or pharmacies, have had falls, fuzziness or confusion, had a recent hospitalization, or feeling overwhelmed with obtaining or taking medications.

The Nutrition Education program is designed to have licensed dietitians that meet with clients to assist them with a better understanding of nutrition to control their chronic illnesses such as hypertension or diabetes. Last year 489 clients received in home nutritional services from registered dietitians.

VI. Announcements

Amy Callaway is the Outreach and Disaster Coordinator, with 211 Texas United Way Helpline. Amy's contact information is direct number (682) 340-2587, email address ACallaway@unitedwayhouston.org. Amy covers Tarrant, Erath, Hood, Wise, Palo Pinto, Somervell, Parker, and Johnson Counties. Amy Callaway stated that she has been super busy working with schools and actual law enforcement officers to get word out about 211 and doing a lot of training.

David Johnson is the Mission United Program Coordinator at United Way and The Texas Veteran Network. Currently the program is the first statewide resource connection agency in the country providing veterans to resources. Other states are starting to follow with programs like Texas Veteran Network. David Johnson stated that Texas Veteran Network can provide the blueprint to successfully launch programs in other states. The next two states with similar programs are Pennsylvania and Florida, with California shortly behind. Oklahoma and Louisiana are attending meetings with Texas Veterans Network. The program is starting to pick up and hopefully within the next three to five years there will be a national program.

Patrick Johnson is the manager of Vistra Corp, who owns CHF Energy, Ambit Energy, Triago Energy, Express Energy, 4 Change Energy, and Veterans Energy. Those companies fall within his company at

Vistra Corp. Patrick Johnson managed the utility assistance program for TXU Energy. Patrick Johnson works with agencies across the state. Patrick Johnson states they work with Catholic Charities, Tarrant County Department of Human Services (TCDHS) and Community Action Partners (CAP). Patrick Johnson stated he has not seen anything like what has been going on in the last 20 years he's been here with utility assistance needs.

Patrick Johnson stated he did want to mention that the City of Fort Worth Community Action Partners (CAP) will host a utility blitz on October 28, 2022. Patrick Johnson stated he has been at the past two utility blitz, and it has not been very successful. Lisa Martin will email the CAP flyer that was emailed to her to everyone on the Advisory Board Committee, so they can give them out to clients that are needing utility assistance. Francine Speer asked if the documents that are needed for the program are the regular documents. Patrick Johnson stated yes and the flyer states what documents clients need to bring with them for the intake so that the clients do not get delayed or sent away from getting assistance.

Beth Noah asked if there has been any discussion about changing some of the requirements for the documents required to have for assistance. Beth Noah also stated that for one of her agency utility programs, they only require ID's, and the utility bill is in the client's name. All the required documents for programs may stop people from applying and that may be a barrier as to why people cannot get assistance. Patrick Johnson stated there is a waiver for the documents the clients may not have or cannot afford to get. The clients just need to bring what they have and let the agency work with them to help the clients get past that barrier.

Marcus Rockwell is the Vice President of Meals on Wheels (MOW) Adult Activity Centers and transportation program. Meals on Wheels (MOW) does currently have 16 adult activity centers that are open and one that is under construction which is the Diamond Hill Center. Marcus Rockwell stated that September was National Senior Center Fall Prevention Month. There were many different celebrations going on and Meals on Wheels (MOW) had two kickoff events in the corporate office. The corporate office has space, and he was allowed to turn it into a big party space for the older adults for the two days of celebration. Marcus Rockwell stated they had about 250 older adults at Meals on Wheels (MOW) for karaoke, dancing, and other activities. Marcus Rockwell stated that there will be some new centers opening, one is in Kennedale. Marcus Rockwell stated that they are going to be providing management oversight at the center in Kennedale and providing meals as well as activities. There have been discussions with James L. West Center, they are under construction with a new site and Meals on Wheels (MOW) possibly providing meals.

Marcus Rockwell talked about the transportation program continuing to provide transportation to adult activity centers as well as special outings in the community.

Lynn Scott is the Executive Director at Guardianship Services and the Financial Exploitation Prevention Center. They provide guardianship for incapacitated individuals that don't have anyone else able or willing to serve in that role. Currently there are about 260 clients in the program.

Lynn Scott stated the other program is the Money Management Program, to provide financial literacy education. Guardianship Services work with Meals on Wheels (MOW) and other community centers to provide financial literacy education about fraud and scams that target older adults specifically. Lynn Scott stated they are currently at True Worth talking to individuals that are on their journey to being rehoused, working with them on budgeting and planning for their new journey.

Lynn Scott stated they have two new programs that will be rolling out. Guardianship Services received a federal grant from AmeriCorps. They will be soliciting older adults to be volunteers and be paid a stipend to be matched with an isolated adult in their neighborhood. The other funding is through ARPA funding from the County, and it is called the Lifeline Program.

Francine Speer is with Catholic Charities Fort Worth, her role is to build up resources, develop partnerships with community partners and to help establish contacts to make sure clients obtain the services they need. The community care call line is open from 8:00 am to 12:00 pm Monday through Thursday. When funding is available Catholic Charities also provides financial assistance. Catholic Charities also has a long-term case management program. The program is for one to five years, the average is two years in the program allowing people to work on their goals. The program is an individualized plan for the client until they can obtain financial self-sufficiency. Catholic Charities provides financial coaching so clients can learn positive behavior with basic problem-solving skills.

Lisa Martin asked if Catholic Charities still has the Padua Project. Francine Speer stated yes Catholic Charities still has the Padua Project.

VII. Handouts

Tarrant County Department of Human Services (TCDHS) Y-T-D Budget vs Obligated Quarterly Report.

Tarrant County Advisory Board meeting notes dated July 14, 2022.

Meals on Wheels (MOW) Power Point Presentation.

VIII. Meeting Time

Lisa Martin thanked members for their time and service to the community. The next Advisory Committee Meeting is scheduled on Thursday, January 12, 2023, at 9:00 am virtually. Lisa Martin will email calendar invites to the Advisory Committee Members so they can save the dates in 2023.

Meeting was adjourned at 9:54 am.

**TARRANT COUNTY
DEPARTMENT OF HUMAN SERVICES
1200 Circle Drive-Suite 200
Fort Worth, Texas 76119
817-531-5620**

Email: tarrantcountyhumanservices@tarrantcounty.com

**Director's Report
October 13, 2022
9:00 am**

1. Introduce new Assistant Supervisor Mary Gutierrez. Mary was promoted from Social Worker II to Assistant Supervisor on June 10, 2022. Mary replaces Ann Demartis who retired in April 2022. Mary has worked for human Services for 27 years.
2. Commissioners Court approved a grant for the air conditioning and heating units in August 2022. Meals on Wheels accepted the responsibility of managing the program and hiring a vendor to install the units. 46 units have been installed.
3. Human Services Budget for FY23 was approved in September 2022.
4. Human Services promoted two (2) Social Worker I's (Jessica Nare and Shannon Slay) to Social Worker II's on August 6, 2022. Human Services hired Shannon on December 11, 2017, and Jessica was hired on August 17, 2020.
5. Human Services hired two (2) Social Worker I's to complete Telephone Screenings. Elisia Vargas started on September 27, 2022, and Alexis Franklin is scheduled to start on October 18, 2022.
6. Commissioners Court approved the renewal of a contract with Catholic Charities for one (1) year. The contract authorizes Catholic Charities to issue a check payable to the client's mortgage company on behalf of TCDHS. TCDHS reimburses Catholic Charities. The fee increased from \$10.00 to \$20.00 per check.
7. The next Advisory Committee Meeting will be on Monday January 12, 2023.