

**Jordan Area Community Council
Community Participation Program
2013 Annual Report**

1. Accomplishments

In 2012 the Jordan Area Community Council (JACC) board of directors hired a consultant to guide the agency in its short and long term goals for 2013 in an effort to stabilize and grow the organization.

Three items were addressed by the board of directors:

- a. Recommend a plan to integrate systematic functions of systems, practices and procedures in the areas of human resources, financial management, community development and executive leadership
- b. Transition JACC to have an executive director
- c. Provide benchmarks which JACC can measure the success of its efforts.

Cathy Spann was hired as the Executive Director to provide leadership, vision, direction and administration for the Jordan Area Community Council in fulfilling its mission. Her role as the director is to keep the board and chair fully informed on the condition of the organization and all important factors influencing the organization.

She was directed to manage all day to day operations which include fiscal management, human resources administration, oversee community relations, and serve as spokesperson for the non-profit and see that it is properly presented to its various stakeholders.

The measurement of success can be seen thru the lenses of the fact that JACC has done a good job of managing the business of the organization. The board transitioned out of management of the day to day operations and directed its Executive Director to perform these tasks and duties. The board is able to function as a policy and oversight board, delegating work on specific issues to committees and leaving the management of the organization to the attention and responsibility, of the Executive Director.

In January 2013 a board/staff retreat was held, each board member and staff were asked to identify three areas of focus for the agency. The areas of focus identified as high priorities: Housing, Crime and Safety and implementing a Youth Initiative.

JACC staff undertook the following tasks and responsibilities and addressed issues or concerns that impacted the agency:

- To address issues of ADA compliance, JACC relocated in 2012 and is currently housed at the St. Olaf Campus, 2900 Fremont Avenue North, Suite 108. This decision reduced monthly rent expenditures by 75%.

- JACC continues to rent office space to a partnering agency, Appetite for Change (AFC), and has an MOU with the agency to assist with maintaining the JACC garden, located at 26th & Knox to grow vegetables and support a major nutrition and healthy eating initiative.
- In May of 2013, Hennepin County Community Corrections, long term tenant of JACC's property at 2539 Irving Avenue North, announced their intent to terminate lease agreement. In October of 2013, this tenant relocated and agreed to pay thru the end of the year. JACC staff met with Hennepin to plan for a smooth relocation transition.
- JACC was selected to participate as an employer in the City of Minneapolis Step-Up program. Thru this program JACC hired two youth ages 14 and 15.
- The Step-Up interns took the initiative to lead the direction in coordinating a level three sex offenders meeting to address issues of density and over concentration of offenders in the Jordan Area.
- The youth assisted with developing a door knocking procedure for volunteers, tested the effectiveness of the policy by door-knocking and surveying residents within a 4 block radius to gather data on concerns or issues regarding a homeless shelter.
- They worked with other youth employed by AFC to host Fun in the Sun events at the JACC garden and hosted community ice cream socials to engage residents in Hot Spot areas where crime had spiked during the summer months.
- JACC attended Habitat for Humanity's new homeowner's celebrations to welcome residents to the Jordan neighborhood.
- JACC collaborated with Habitat for Humanity to host and co-facilitate 4 community workshops on housing, crime, livability, etc.
- JACC faced a staffing issue in 2013, due to unforeseen reasons, i.e. medical leave and additional staff accepting full time employment. In the fall of 2013, JACC hired a new Administrative Coordinator and starting the recruiting process to hire 2-4 Outreach Workers.
- A board orientation and new employee orientation was implemented for new staff and board members. Training was facilitated in collaboration with NCR staff.
- JACC revisited the "Dirty Thirty" initiative to address problem properties that are identified by the MPD to be a nuisance.
- The revisiting of the Dirty Thirty program, created in the 90's lead JACC to meet with other City of Minneapolis Departments such as County Atty's office, MPD, and regulatory services to address issues more efficiently when it came to nuisance properties and problem landlords.
- JACC participated in the 4th Precinct Care weekly meetings hosted by Folwell/Webber Camden in collaboration with staffs from Mpls regulatory services, MPD, city council,

Mpls Park and Rec, Mad Dadds, Pillsbury United to address crime and safety issues, problem properties.

- JACC participated in Northside Neighborhood Council (NNC) monthly meetings to collaborate with other Northside associations and the NCR department to address similar issues, concerns, agency updates and announcements, and brainstorm strategies for community engagement.
- The NNC meetings resulted in agencies partnering to engage residents on a quarterly basis at North First events to be held at the Capri Theater. The topics focused on housing, transportation, city services, etc. This venue allowed community residents to conduct three minute presentations on topics of interests, gather info, and network with others. On an average 12-15 community residents did presentation at each event. At each event a resources room was set up for community agencies, vendors and city departments to display materials and engage community residents. On an average, estimated 75 people attended each event.
- JACC hosted a table at Harvest Fest aka Open Streets and community volunteers were recruited to man/woman the table and raise awareness about JACC.
- JACC Flash was revamped with a new look and distributed two times in 2013, Spring and Fall, highlighting volunteers of the month, new staff, JACC meetings, office hours, new businesses, partners, etc.
- To address the housing, unemployment and educational (HUE) disparities the neighborhood endures, JACC staff and the housing committee chair met with many community partners such as Summit Academy OIC, CPED, Builders Institute, Construction Foundation, Urban Home Works, TVM Constructions, etc. to discuss implementing a pilot project: construction skills training program.
- This pilot project will assist with addressing the blighted properties in the area, provide employment opportunities for Jordan residents and on the job training experience. Some classroom time will be utilized to introduce residents to basic construction skills. Implementation of project: Summer of 2014.
- Dialogue with the City of Minneapolis and Metro Alliance Stability started regarding the North Minneapolis Greenway; what it entails, what was done in the past, best practices for engaging communities, etc.
- Dialogue with the City of Minneapolis, NCR staff, started regarding outreach to families still impacted by the 2011 tornado; funding resources available for families, the number of properties impacted, etc.

2. 2013 CPP Submission

JACC continue to support block club gatherings, National Night Out parties, host an annual Livability Forum and dinner. In addition to these activities JACC has strengthen

its relationship with the MPD by working to identifying blocks that are “HOT SPOTS”. We have organized 13 block clubs with 45 people participating in some form of training by the MPD.

3. Stakeholder Involvement

Jordan residents are face with many disparities. It is imperative that JACC work in partnership with other agencies to address various issues .We have made great strides in revisiting and strengthening old partnerships such as Habitat for Humanity, PRG, Urban HomeWorks, Alliance Housing, CPED, Minneapolis Police Department, etc. and developed new partnerships with Lupe Rose, Minneapolis Public Schools, Commonbond, Minneapolis Park Board, Hennepin County Community Works, Metro Transit, etc.

The Jordan Neighborhood major strength is its composition of racially and ethnically diverse residents. The board and volunteer base continues to be somewhat diverse in racial/ethnic composition, there is room for improvement. The board is not a total reflection of the community at-large, there is currently at year end, no representation of renters or people of color who live in the Jordan neighborhood.

The organization started the year of 2013 with approximately 13 very active board members, due to unforeseen circumstances, JACC lost many members for various reasons, such as job duties, health reasons, end of board term, relocation, etc. The year of 2013 ended with 5 members and 10 vacancies.

Since Fall of 2012, JACC experienced a major increase in community participation of residents attending the monthly Housing committee. On an average, during the summer months, 27 residents attended the housing meeting. By Fall/Winter the number decreased to approximately 8 people.

There is a paradigm shift occurring at JACC. We embraced the slogan JACC IS BACK, in 2012-13, to celebrate the new direction of the agency and the assets that the neighborhood has to offer.

JACC 2013 annual meeting had approximately 58 people in attendance, along with 4 elected officials, Minnesota State Representative Joe Mullery, Minnesota State Senator Bobbie Joe Champion, 4th Ward Council Member Barb Johnson and Hennepin County Commissioner Linda Higgins. The staff of Hennepin County Community Works did a brief presentation on the Penn Avenue Project and two community residents did a brief presentation on voter registration.

During the annual meeting, staff took the time to recognize many volunteers who spent their time, weekly and monthly, to provide guidance and support to the agency, recognizing they are ambassadors of the community at large, representing a very diverse population of homeowners and renters. Board members with expired terms were also recognized for their service to the community.

JACC redesigned its newsletter, the JACC Flash, and partnered with a local neighborhood printing company, Paperboy. Over 2200 households and businesses received the JACC Flash in the Spring and Fall of 2013. In addition to the newsletter being distributed twice per year, on a monthly basis during 2013, JACC advertised in North News which targets over 3000+ households monthly and reaches households neighboring the Jordan community.

4. *Financial Reports*

Please provide an income and expense report for your organization for the year. (Please include all funding sources).

A 2013 income and expense report for the organization is submitted separately as an attachment; the Balance Sheet and Profit & Loss statement for January 2014.

It is customary for JACC to host a year end informal board staff celebration and/or gathering therefore there was no board meeting in December 2013.

In addition to your annual report, please take time to describe your interactions with City departments and other jurisdictions.

1. *Impact*

What interactions occupied a major part of your time? What worked well, what could be improved?

Collaborating with the NCR department has proven to be a major asset to the organization. The NCR staff met with the new executive director during the first sixty days after she had accepted the position. Staff has proven to be instrumental with policies, procedures, budgeting, ADA compliance, lawsuits, insurance, training, etc.

NCR Staff has made themselves available to attend board meetings and facilitate trainings.

As the agency moves forward, NCR staff will continue to be an asset in assisting with engaging the South East Asian community; providing resources such as translation services and/or referrals and materials, trainings, etc.

The NCR staff is prompt to respond to inquiries and help with brainstorming.

CPP Payment requests are process in a timely fashion to ensure agency is able to function and conduct its day to day operations.

2. *City Communications – effectiveness*

Is the information that you receive from the City understandable and useful?

The most effective strategy is the NCR department sends info to the organization via postal mail and via email of upcoming events. Another measure of success is the department includes and encourages staff to participate in planning events such as conferences i.e. the Community Connections Conference.

3. *City Communications – timeliness*

Do you receive adequate notice of City activities in your neighborhood? If not, did your organization inform somebody at the City of this? Did the City respond in a positive manner? Please explain.

JACC receives adequate and timely notices of City activities that occur in the neighborhood.

4. *City Departments*

How can City departments improve the way in which they function in your neighborhood?

Regulatory services has restructured its department and identified areas to strengthen.

Regulatory services is a new partner to JACC. The city staff is eager to solve issues and concerns in a timely fashion and brainstorm new strategies to work collaboratively across many neighborhoods.

5. *City Assistance*

How can the Neighborhood and Community Relations Department improve the assistance it provides to your organization as a citizen participation group?

NCR staff has proven to be an asset and willingly accommodate their time to attend meetings. Their expertise, experience and knowledge of resources has proven to be priceless which has allowed JACC to creatively think more strategically about partnerships beyond its boundaries, allocation of CPP funding, and best practices for community engagement.

6. *Other comments?*

The transition to a new position as the Executive Director of an organization with a challenging history and lack of community involvement, can be a major undertaking. The NCR staff worked hand in hand with the Executive Director to address issues directly and immediately, create a strategy to resolve issues or concerns and embrace JACC by celebrating new beginnings, milestones and successes the agency encountered during 2013.

The slogan Live, Work and Play in Jordan has proven to be the approach the agency has taken in developing and strengthen old and new partners to assist with changing the perception of the neighborhood. The NCR staff are an intricate component of assisting JACC move forward to revitalize the Jordan neighborhood.