

Annual Report 2018



SMTCCAC
Southern Maryland Tri-County Community Action Committee, Inc.

SMTCCAC'S BOARD OF DIRECTORS

The agency is governed by a volunteer board of directors, with equal representation from Calvert, Charles and St. Mary's counties' consumers, representatives from the private sector and representatives of local elected officials. These volunteers help to govern SMTCCAC and lead the strategic direction of operations. They also serve as strong stewards of our valuable resources. Below is our leadership which includes our President & CEO for 2018.

OFFICERS

Douglas Frederick - Chairman
St. Mary's County

Rev. Ernest Downs - 1st Vice Chair
Charles County

Tia M. Deloatch - 2nd Vice Chair
Calvert County

Veronica Kelly - Treasurer
Charles County

Ronald R. Clark - Secretary
Calvert County



From Left to Right: Garnell Miles, Ronald Clark, Louis Grasso, Veronica Kelly, Douglas Frederick, Delois Barnes, Josephus Harris, Michael Young, Reverend Ernest Downs, Anita Bratcher-Butler, Wanda White and Mary Dryden.

BOARD MEMBERS

Calvert County

Josephus L. Harris, Jr.
Naomi Watkins

Charles County

Delois M. Barnes
Anita Bratcher-Butler
Louis Grasso

St. Mary's County

Mary E. Dryden
Wanda White
Garnell Miles



OUR MISSION

To provide services for eligible citizens that alleviate the causes and conditions of poverty, promote upward mobility and enrich the quality of life.

PRESIDENT

Michael E. Young, President/CEO

OUR VISION

To create opportunities for all citizens to realize their potential to become self-sufficient.

THE COMMUNITY ACTION PROMISE

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes Southern Maryland a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.



ABOUT SMTCCAC



Southern Maryland Tri-County Community Action Committee, Inc. (SMTCCAC) was incorporated as a 501(c)3 in August 1965. This occurred after three Calvert County residents acted out of concern over the level of poverty in their county. The governing board of the agency has been composed of Calvert, Charles and St. Mary's residents, in equal proportions since the county commissioners from the three counties designated SMTCCAC as the official recipient of Economic Opportunity Act funds in 1965. Tri-County Council for Southern Maryland was responsible for the first funds received to begin operations after they submitted an application for funding on behalf of SMTCCAC.

The agency continues to deliver a robust number of programs geared to meet the needs of the Tri-county community. Our Board has completed a strategic plan in 2018 to review current needs to determine if there are any gaps in services provided by the agency. We continue to partner and collaborate with other providers to ensure that the residents receive services or referrals as needed. SMTCCAC has worked diligently this year to offer needed services to combat poverty and to help those in the community that require intervention and service as needed.

2018 PROGRAMS & SERVICES

- Affordable Rental Housing
- Career Training School for Class B Commercial Driver's License
- Head Start Program
- Energy Assistance Program
- Friendly Health Services
- Housing Opportunities for Persons with AIDS (HOPWA)
- Housing Counseling
- Senior Companion Program
- The Emergency Food Assistance Program (TEFAP)
- Tri-County Fuel Fund



PRESIDENT'S MESSAGE



The Board and staff have continued to focus on the “Mission” of the agency by providing the services outlined in this year’s Annual Report. We applaud and thank the community, funders and stakeholders for support and resources that have contributed to another successful year. It is again a pleasure to share with you the results of a dedicated team. This report will reflect on the impact of Southern Maryland Tri-County Community Action Committee, Inc. (SMTCCAC) on the thousands of citizens whose lives we touched and improved.

SMTCCAC, Inc. will continue to implement new programs to combat the challenges of poverty evolved around issues of affordable and safe housing; education and school readiness for our children; care for our fragile/mentally & physically challenged seniors; training for job opportunities; community development; and financial resources for sustainability. As you review this report, I ask that you continue your partnership(s) with us and help develop strategies to expand and reach out to touch additional lives. The end result is sustainable long-term change that will deliver a better quality of life for citizens of Southern Maryland.

As a stronger Community Action Agency in 2018, we have preserved the Head Start Program and implemented Early Head Start, enabling our children to continue with the learning process. Our elderly and disabled continue to receive assistance with medical care and daily living and recreational tasks, and our Friendly Adult Care Facility has received a much-needed facelift, through collaboration with local partners to include, the United Way of Calvert County and two local non-profits (Calvert Family Advocates and Christmas in April). Through our successful partnerships, the agency has continued to excel and focus on “changing lives” and “changing communities”.

Respectfully,

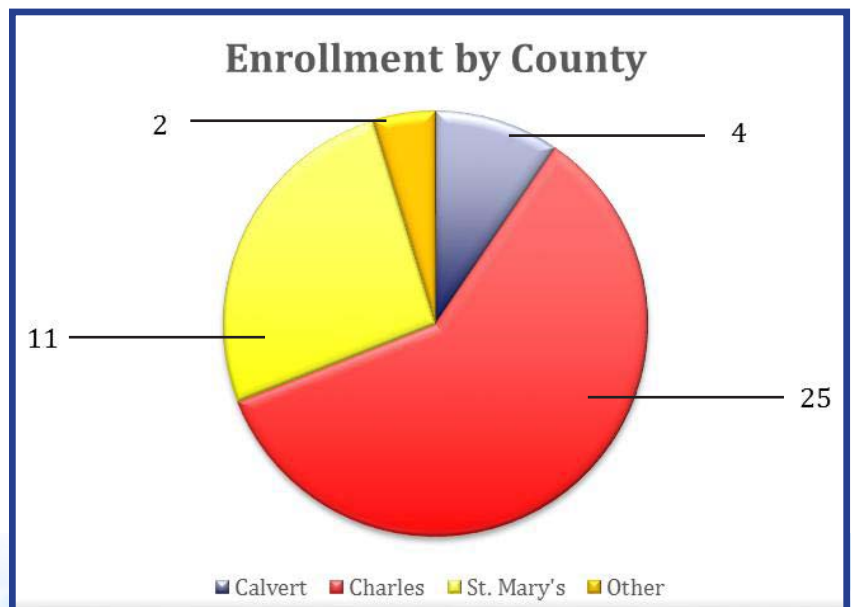
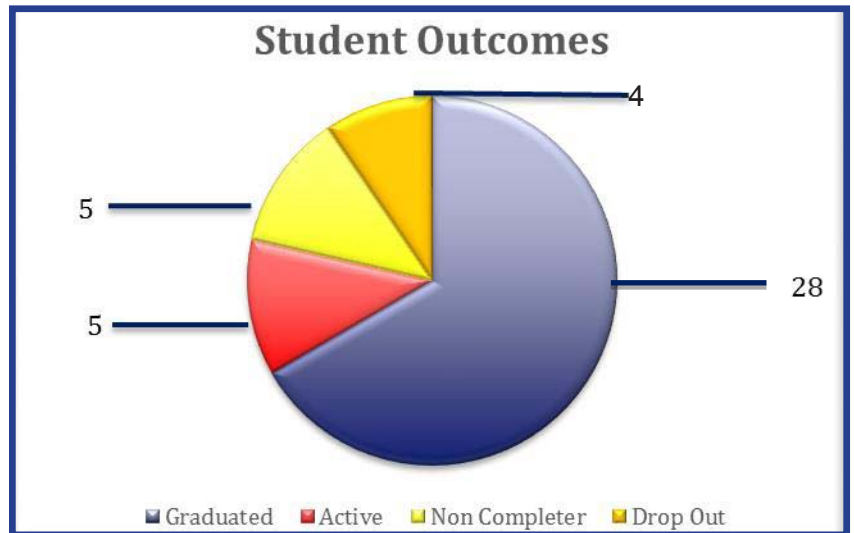
Michael E. Young, MSW
President/CEO

COMMERCIAL DRIVER'S LICENSE PROGRAM

A commercial driver's license (CDL) offers people a career that is in demand and can provide a better than average wages. We are proud to offer a program that can help our clients improve their social and economic situation. This 54-clock hour evening course allows working adults to attend class without missing work. Graduates leave with a license that qualifies them to drive box trucks, mixer trucks, dump trucks, passenger and school buses.

The CDL Training Program prepares students to pass the Maryland Department of Motor Vehicle (MVA) examinations, first for a learners permit and then for their license - Class B CDL with passenger, airbrake, and school bus endorsement. Testing performed by MVA in a vehicle supplied by the school.

During the past year the Commercial Driver's License School at SMTCCAC, Inc. was successful in graduating 28 clients into a stable industry while bringing in \$59,860 in revenue.



SMTCCAC HEAD START



HISTORY

In 1967, SMTCCAC developed an early childhood development program for children from low-income families. SMTCCAC Head Start is a federally funded program.

OUR VISION

To promote school readiness by enhancing the social and the cognitive development of children through the provisions of education, health, nutritional, social and other services to enrolled children and their families.

OUR MISSION

To promote school readiness by assisting eligible families to improve the social, emotional and cognitive development of the individual child through the support of educational, health, nutritional and community services.

SCHOOL	ADDRESS	PROGRAM
Eva Turner Head Start	1000 Bannister Circle, Waldorf, MD	Two part day sessions
Brawners Head Start	6655 Weaver St., Indian Head, MD	Two part day sessions
J. Woodall Head Start	10515 Theodore Green Blvd, La Plata, MD	Full day session

HEAD START COMPONENTS



EDUCATION

The program's goal is to plant a seed of life-long learning. We work hard to ensure that children leave Head Start with a positive attitude toward learning. The teaching team is trained to fidelity annually on the Creative Curriculum, (CC). The CC is a research based curriculum that is proven to provide children with age and developmentally appropriate activities and various learning experiences.

SCHOOL READINESS GOALS

Our program recognizes parents and families as their child's primary teacher and advocates. SMTCCAC Head Start works with families and the local school system to ensure children possess the skills, knowledge, resources, and attitudes necessary for success in school and for later learning in life.

SMTCCAC Head Start works with the local school system to ensure an effortless transition to kindergarten for students. Services were extended during the summer to students transitioning to kindergarten. The program utilized Teaching Strategies Gold assessment data to identify the child's individual needs. SMTCCAC Head Start Teaching team partnered with Charles County Public School staff to ensure one to one instruction was available for each child. There was significant gain based on the pre and post assessments of children that participated in the summer program. In addition, STEAM activities were implemented to enhance children's knowledge and interest in science, technology, art and math.

MENTAL HEALTH AND DISABILITIES

At SMTCCAC Head Start all children are provided opportunities to explore and learn. A total of 131 children received developmental and socio-emotional screenings using the Brigance Instrument within 45 days of entry into the program. Teachers promoted inclusion and acceptance by not separating children based on their abilities.



HEAD START COMPONENTS



HEALTH AND SAFETY

There were 131 Children screened by their primary care physician on their height, weight, hearing and vision within 45 days of entry, to see how well they are developing compared to their peers. These screenings are put in place to ensure there are no hindrances to learning and development.

As a part of daily curriculum children were taught basic hygiene practices, such as hand washing and tooth brushing. In addition, children

participated in monthly Safety Drills, (fire, lock down, extreme weather conditions and bus evacuation).

TRANSPORTATION

A total of 256 round trips were provided for a single location, Brawners Head Start. Transportation was provided in accordance with state and federal requirements. A bus monitor was on each route to ensure the utmost safety for the children and extend the learning period for the children.

HEALTHY MEALS

The program ensured that the children received a healthy breakfast, lunch and/or snack. A total of 24,308 meals were served. The meals were served family style to encourage the development of social, language and self-help skills. The menu included a wide variety of foods with an emphasis on fruits and vegetables, whole grains and limited sugar, salt and fats. Families are provided menus monthly. In addition, Head Start partnered with the Kiwanis Club to provide take home snacks various times throughout the program.



HEAD START COMPONENTS

PARENT INVOLVEMENT

Parent involvement is essential to the success of the Head Start program. Parents affect almost every aspect of a child's life: self-esteem, health, values, behavior, readiness for school and success in life. Parents are encouraged to take an active role in their

child's education by volunteering in the classrooms, participating in family activities and events, and providing valuable feedback to the program.



POLICY COUNCIL

Policy Council is a group of parents and community members that meet once a month to discuss issues and policies that affect the entire Head Start program. Parent Committee meetings provide the opportunity for parents from each site to meet throughout the year to develop family connections and discuss activities and ideas.



PARENT OF THE YEAR

Mrs. Tonya Alton has been a consistent SMTCCAC Head Start Parent Committee member. She can be found assisting in classrooms or working on the program governance level. When the need presented itself, she stepped up as secretary for both Parent Committee and Policy Council. Her work ethic aided SMTCCAC Head Start program in meeting In-Kind obligations.

Two most recent activities that Mrs. Alton was intimately involved in were J. Woodall Center Home/School project and Head Start Program Friendship Dance. She worked diligently to cut out and put together math packets for 34 students in the J. Woodall program; and she worked from preparation to clean up at the Friendship Dance. Her many tasks during the event included creating gift bags, helping with activities/games, serving children and families. Mrs. Alton gentle disposition makes her a great candidate to encourage other parents to participate in Head Start. SMTCCAC Head Start is greatly appreciative of all her hard work and dedication.

THE EMERGENCY FOOD ASSISTANCE PROGRAM



THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)

The Emergency Food Assistance Program is a U.S. Department of Agriculture food supplemental program administered through the Maryland Food Bank (MFB), under contract with the Maryland Department of Human Resources (DHR), and implemented by our agency for Charles, Calvert, and St. Mary's counties.

In FY18 the agency served nineteen (19) food pantries and (1) shelter. Food is received once per month into the warehouse located in Calvert County and distributed to the authorized sites. They, in turn, distribute the food to qualified, low-income households throughout the three counties. Hundreds of volunteers assist this process.

This program allows SMTCCAC to continue in its capacity as link in the safety net for families facing food insecurity.



Yearly Total Pounds:
324,342

Yearly Total Dollar Value:
\$352,544

Households Served per Month 1,378

Individuals Served per Month 4,029

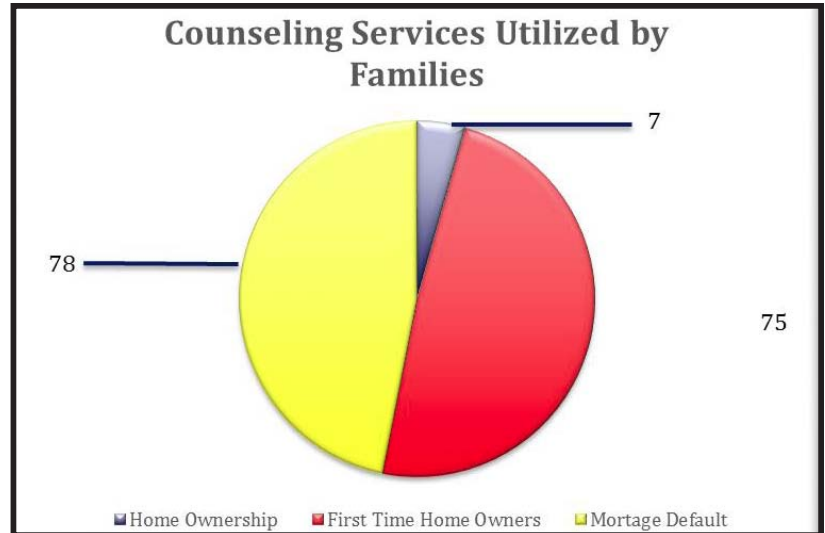
Additionally 4757 FEMA meals
were distributed to pantries.

HOUSING PROGRAMS

HOUSING COUNSELING

During the fiscal year 2018, the Housing Counseling Services Program secured funding for financial counseling with a focus on preserving home ownership and promoting financial education. Through partnerships with Southern Maryland CASH, Maryland Housing Counseling and Community Development Networks, SMTCCAC, Inc., was able to provide counseling to the Tri County area and expand to an additional two counties.

In 2017, SMTCCAC Housing Counseling Services Program was successful in reducing the foreclosure rate in the tri-county region to less than 1%. The success of the program prompted the program's implementation in Prince George's and Anne Arundel counties, both ranking in the top 10 hotspots for foreclosures in the state of Maryland.



A total of 262 families received intense one on one counseling from SMTCCAC in 2018. Counseling resulted in the region's homeownership rate to be 20% above the national average. Counselors are additionally certified in Student Loan, Debt Reduction, and Smart Equity counseling.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

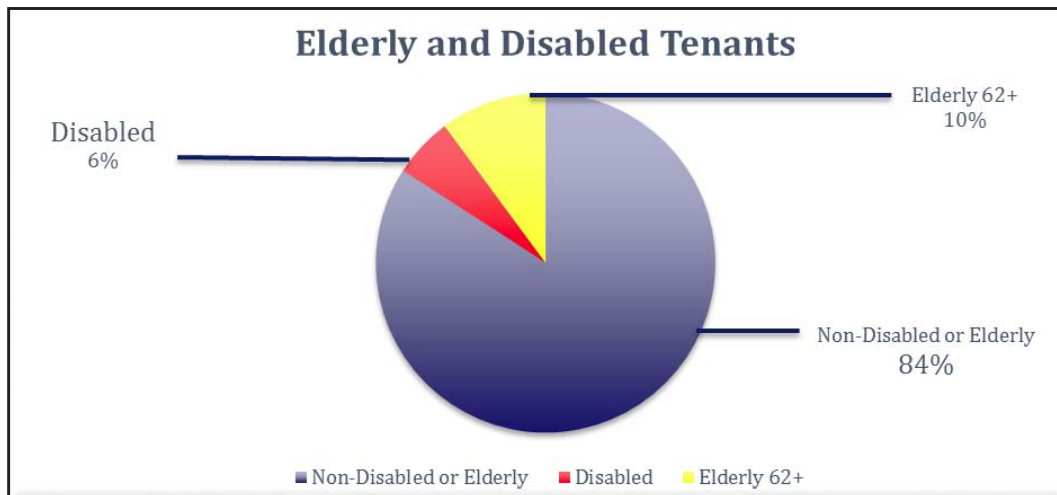
Under contract with the District of Columbia Department of Health/HASTA, SMTCCAC, Inc., administered the Housing Opportunities for Persons with AIDS, also known as HOPWA. This program is restricted to the service area of the county of Calvert. Fourteen residents living with AIDS received assistance with their monthly rent under this program. The families/individuals were only responsible for using 30% of their income for rent and utilities. The HOPWA program covered the difference, a total of \$102,151.



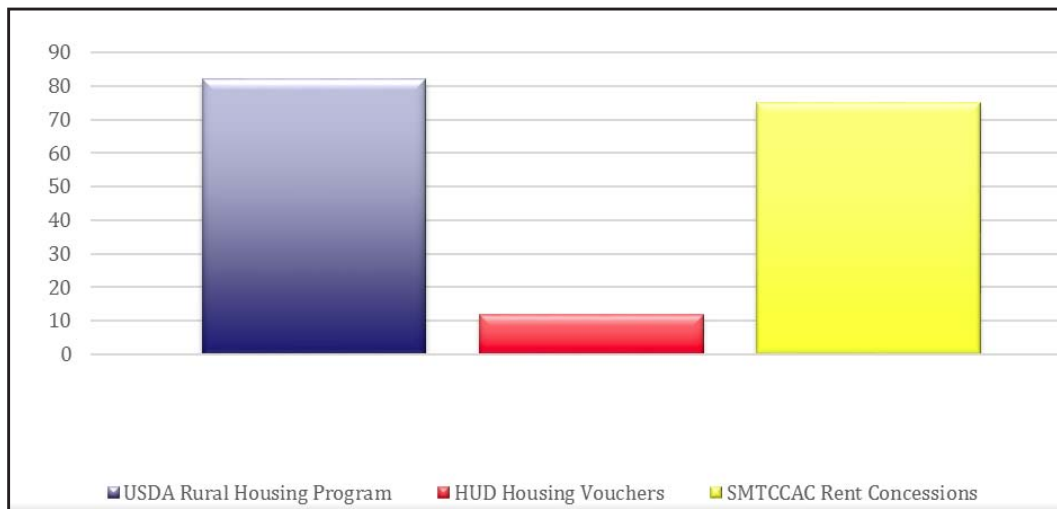
AFFORDABLE HOUSING

Southern Maryland Tri-County Community Action Committee, Inc owns over 300 units in the tri-county area. These units are reserved as affordable housing units for low income community members, that otherwise would struggle to maintain housing for their families. This past year, 423 households consisting of 915 people were assisted with SMTCCAC affordable housing.

WHO WE SERVE



HOW WE SERVE



AFFORDABLE HOUSING

WHERE WE SERVE

THE COURTYARDS AT FISHING CREEK I (Kellams II)

3945 & 3955 Gordon Stinnett Ave
Chesapeake Beach, MD

30 Garden Apartment Units
Residents Served: 68

FISHING CREEK TOWNHOMES (Kellams IV)

3861 & 3921 Gordon Stinnett Ave
Chesapeake Beach, MD

16 Townhouse Units
Residents Served: 47

YARDLEY HILLS I

Yardley Drive
Prince Frederick, MD

28 Multi-family units
Residents Served: 92

DIGGS CIRCLE II

Nanjemoy Drive
La Plata, MD

20 Townhouse Apartments
Residents Served: 58



THE COURTYARDS AT FISHING CREEK II (Kellams III)

3925 & 3935 Gordon Stinnett Ave
Chesapeake Beach, MD

30 Garden Apartment Units
Residents Served: 68

PRINCE FREDERICK VILLAS

Stamper Court
Prince Frederick, MD

25 Townhouse Apartments
Residents Served: 48

YARDLEY HILLS II

Yardley Drive
Prince Frederick, MD

76 Multi-family units
Residents Served: 226

HUNTING CREEK

46925 Crocus Street
Lexington Park, MD 20653

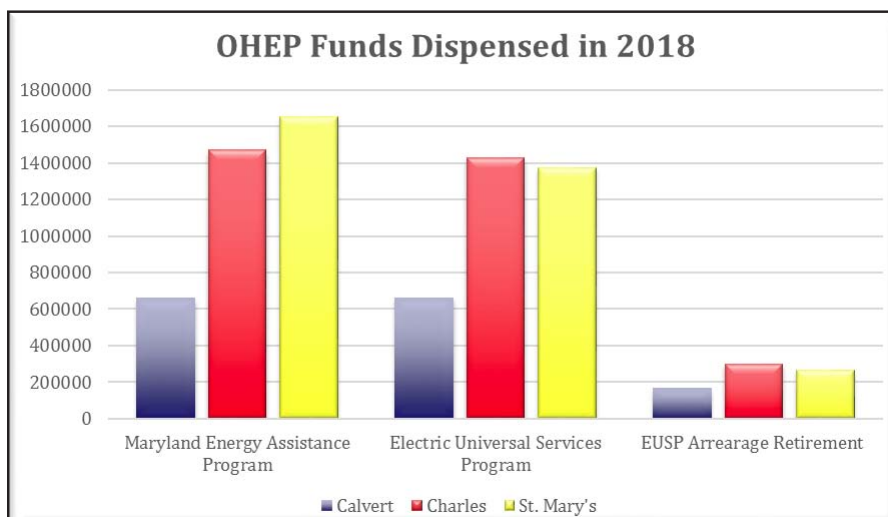
70 Townhouse Apartments
Residents Served: 175



OFFICE OF HOME ENERGY PROGRAMS

OFFICE OF HOME ENERGY PROGRAMS

Low-income families living in Calvert, Charles and St. Mary's counties are served by SMTCCAC, Inc., through the Office of Home Energy Programs (OHEP). The program's goal is to make energy cost more affordable in order to prevent loss and restore energy services.



Three separate grants based on eligibility, are provided by OHEP. The Electric Universal Service Program (EUSP) provides a monthly allotment to eligible customers with budget billing to assist in managing the monthly electric bill. Under the EUSP Arrearage Retirement Assistance customers with large, past due electric bills may receive forgiveness up to \$2,000, towards a past due bill greater than \$300. The Maryland Energy Assistance Program (MEAP) provides eligible customers with assistance on the heating bills. These

funds are provided to customers' fuel suppliers or utility companies on their behalf. The chart below replicates the funds dispersed by county, and program, totaling \$7,982,562.

The Tri-County Fuel Fund also known as Members Helping Members assists families and individuals ineligible for MEAP benefits to reinstate their electricity or avoid termination. The program runs from January through April with contributions from community members to Southern Maryland Electric Company (SMECO). The funds donated by SMECO customers can only be awarded to other SMECO customers. The fund assisted 85 households totaling \$22,457. Below is a breakdown of dispersed funds by county for the 2018 fiscal year.



2018 Tri-County Fuel Fund		
County	Households	Amount Dispersed
Calvert	15	5,186
Charles	46	2,264
St. Mary's	34	15,007
TOTALS	85	\$22,457

SENIOR COMPANION PROGRAM



SENIOR COMPANIONS

Make Independence a Reality



PROGRAM OVERVIEW

The Senior Companion Program works to fulfill a need in the Tri-County Community at SMTCCAC, Inc. by permitting low-income seniors (aged 55 and older) the ability to remain active while providing a needed service. Senior Companion volunteers receive a small stipend that helps them with their monthly expenses. The resources provided from the various funding sources allow the agency the opportunity to serve a growing senior population to ensure that they remain independent and self-sufficient.

SERVICES PROVIDED

- Respite
- Companionship
- Light Housekeeping
- Accompany to doctor visits, grocery shopping, prescription pick-up, etc.
- Accompany to recreational and social outings

SERVICE PROJECT DAYS

- 9/11-Served Meals to Homeless Shelters
- Project Echo: Calvert County
- Catholic Charities: Charles County
- Collected and Donated School Supplies for Calvert County Public Schools



Counties	Clients Served	Volunteers	Hours Served	Stations/ Partnerships
Calvert	40	17	14,103	3
Charles	37	22	19,263	7
St. Mary's	26	14	12,947	4

FRIENDLY HEALTH SERVICES



SERVING THE NEEDS OF CALVERT COUNTY DISABLED AND ELDERLY RESIDENTS

Friendly Health Services (FHS) is certified as a Medical Adult Day Care and Senior Center Plus Care facility by the Maryland Department of Health and Mental Hygiene. The program is located in Calvert County, Maryland. Nearly 10 individuals called or visited the program in FY2018 in need of assistance and we enrolled three new participants this year. The program helped 14 participants maintain their highest possible level of health and participants

received medication as needed, exercise, three meals, blood pressure and weight checks to ensure that there was no decline in physiologic and health areas.

Our staff team is trained to observe and make recommendations to the family or caregivers to help reduce chronic health problems and to provide transportation to doctor visits. We provided 2,141 participant care days within a 12 month period. Our goal is to greatly increase access to safe and effective programming daily to offer services to vulnerable disabled seniors with health needs. Our medical director ensures that Care Plans cover the entire spectrum of services to include activities of daily living (ADL) skills, healthy eating, exercise and socialization which are critical areas that research has identified as important factors that all seniors should receive on a daily basis in order to thrive. Friendly Health Services has been a strong advocate for the needs of seniors and has offered programming for the past 20 years in the Calvert community.

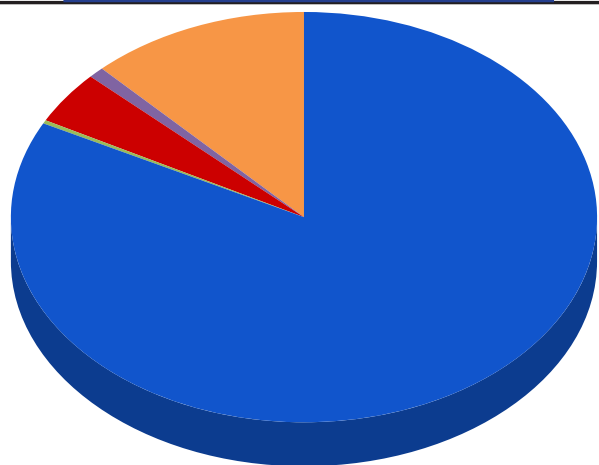


Currently serving participants with chronic health needs. We offer care in a medical environment that addresses the following disorders:

- Alzheimer's
- Asthma
- Cerebral Palsy
- Dementia
- Downs Syndrome
- Diabetes
- Mental Health
- Seizure Disorder

SUMMARY OF SMTCCAC ASSETS

REVENUE



Grant	\$ 4,814,304
In Kind	\$ 244,312
FFS	\$ 15,583
Rent	\$ 51,030
Other	\$ 706,327

Summary of SMTCCAC Assets

Total Assets for the fiscal year ended:

2018 - \$8,730,283

2017 - \$ 9,143,613

2016 - \$ 8,593,001

2015 - \$ 8,800,444

Figures are based on audited amounts.

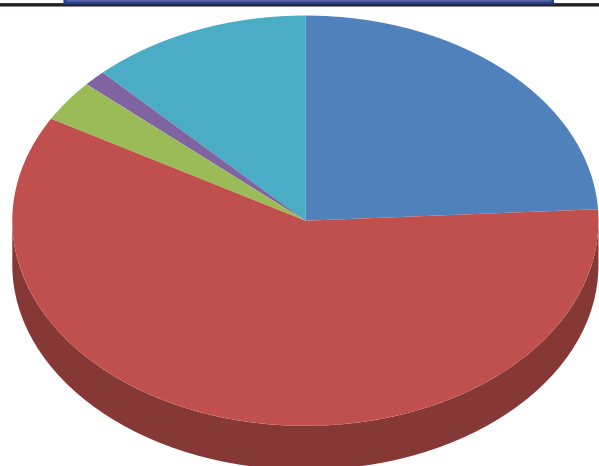
Copies of SMTCCAC's complete 2018 audited financial statements are available upon request.

HIGHLIGHTS

The auditor's unmodified opinion states that the financial statements referred to were presented fairly, in all material respects, the financial position of SMTCCAC as of June 30, 2018, and changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. The information is fairly stated, in all material respects, in relation to the financial statements as a whole.

The Independent audit report shows two audit findings for FY18. Fiscal training sessions and reports are provided on a continual basis to the Board, Policy Council, and Program Directors to ensure effective communication, understanding and internal controls.

EXPENSES



Childhood Education	\$ 1,540,123
Community Services	\$ 3,779,451
Food Program	\$ 80,741
Other	\$ 211,203
Management General	\$ 776,746

2019 Organization Budget

Program	Amount
Children	1,764,692
Community	3,774,516
Various Other	137,736
Food – USDA	74,329
Management	555,755
Total	6,307,028

STATEMENT OF FINANCIAL POSITION

Audited as of 6/30/2018

	ASSETS	2018	2017
Current Assets			
	Cash and Cash Equivalents	206,097	287,705.00
	Contracts and Grant Receivable	313,682.00	431,641.00
	Other Receivables	14,892.00	14,892.00
	Prepaid Expenses		39,235.00
	Total Current Expenses	534,671.00	773,473.00
Non-Current Assets			
	Due From Affiliates and Related Parties	7,041,661.00	7,056,244.00
	Investment in Limited Partnerships	218,043.00	288,595.00
	Property held for development	128,226.00	128,226.00
	Fixed Assets, Net	807,682.00	897,075.00
	Total Non-Current Assets	8,195,612.00	8,370,140.00
	Total Assets	8,730,283.00	9,143,613.00
TOTAL ASSETS		8,730,283.00	9,143,613.00
	LIABILITIES	2018	2017
Non-Current Liabilities			
	Accounts Payable and Other Accrued Expenses	145,178.00	129,781.00
	Accrued Liabilities		69,045.00
	Accrued salaries and benefits	183,026.00	
	Current Portion Notes Payable	58,666.00	49,425.00
	Line of Credit	490,442.00	492,142.00
	Other Liabilities		61,966.00
	Total Non-Current Liabilities	877,312.00	802,359.00
Long-Term Liabilities			
	Refundable Advances	157,753.00	31,428.00
	Long-Term Portion of Notes Payable	980,117.00	754,338.00
	Deferred loan Payable		283,725.00
	Total Long-Term Liabilities	1,137,870.00	1,069,491.00
TOTAL LIABILITIES		2,015,182.00	1,871,850.00
	NET ASSETS	2018	2017
	Unrestricted (Without Donor Restrictions) Net Assets	3,306,271.00	3,805,114.00
	Temporarily (With Donor Restrictions) restricted Net Assets	3,408,830.00	3,466,649.00
	Total Net Assets	6,715,101.00	7,271,763.00
TOTAL LIABILITIES AND NET ASSETS		8,730,283.00	9,143,613.00



SMTCCAC

Southern Maryland Tri-County Community Action Committee, Inc.

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