

A Community Action Partnership

Serving the Community for Forty Two Years

1966 – 2008



Mission Statement

The mission of Highland Rim Economic Corporation is to empower eligible families toward self-sufficiency by providing a wide range of services through collaboration with local, state and federal resources.

MESSAGE FROM THE EXECUTIVE DIRECTOR

Each of us has seen the effects of rising costs during this past year. For some poverty has gone beyond being just an economic condition; it has become a way of life. Highland Rim Economic Corporation is constantly striving to be a more effective advocate as we seek to build a tunnel of hope through the mountain of despair for those who are most at risk in our four county service area.

In an effort to keep you informed about the services provided by Highland Rim Economic Corporation, it is with a sense of accomplishment that we present to you our 2007-2008 Annual Report.

Thank you for your willingness to give of yourself and your resources so that others can have a chance at the American dream. Thank you for your compliments for they have buoyed us when our spirits were waning. Thank you for constructive criticisms for they showed that you cared enough to give us an opportunity to do better. Thank you for your continuous support, participation, and involvement.

As we enter our 43rd year of service, we have an abiding dedication to serve and a commitment to strengthen our efforts.

*Julia F. Presson
Executive Director, CCAM*

BOARD OF DIRECTORS

*Cecil Baggett Chairperson
Eileen Wirsig, Vice Chairperson
Kathy Rainey, Secretary*

PUBLIC SECTOR:

*J. C. Rawlings, Humphreys County Mayor
Minnie Lou Warren, Alternate
George Clark, Houston County Mayor
Clay Hataway, Alternate
Rick Joiner, Stewart County Mayor
Cecil Baggett, City of Erin Mayor
William S. Price, Alternate
Philip Wallace, Stewart County Director of Schools
Roger Allen, Alternate
Robert L. Stone, Dickson County Mayor
Ida Sue Westerman, Alternate
Richard Bryant, City of New Johnsonville Mayor
Virginia R. Gray, Dickson County Commissioner
John W. Gunn, Alternate*

TARGET SECTOR REPRESENTATIVES:

*Kathy Rainey, Humphreys County
Gloria Tidwell, Humphreys County
Sarah Turner, Dickson County
Kristi Ortega, Dickson County
Paula Skelton, Houston County
Kenneth Douglas, Houston County
David Dunlap, Stewart County
Patsy Brigham, Stewart County*

PRIVATE SECTOR REPRESENTATIVES:

*Eileen Wirsig, Stewart County
Gary Vaughn, Stewart County
Yvette Gillespie, Houston County
Bettye McKinnon, Houston County
David Spencer, Humphreys County
Wendy Lee, Humphreys County
Teresa York, Dickson County
Betty Williams, Dickson County*

HEAD START POLICY COUNCIL

*Valorie Lowe, Chairperson
Carolyn Morgain, Vice Chairperson
Linda Gray, Secretary*

Burns:

*Tykenzi Steward
Open, Alternate*

Charlotte:

*Kathy Cavanaugh
Laura Bowker, Alternate
Deshnell Cobbin*

Dickson:

*Vance Tague
Michael Stewart, Alternate
Jennifer Christian*

Stewart County:

*Carolyn Morgan
Mandi Hewitt, Alternate
Linda Gray*

McEwen:

*Ray Wright
Open, Alternate
Jeff Keele*

Houston County:

*Valerie Lowe
Melody Traylor, Alternate
Dewain Pryor*

Waverly:

*Patrick Chitwood
Kris Pearson, Alternate*

SERVICE AREA INFORMATION

Service area: Dickson, Houston, Humphreys, and Stewart Counties

Catchment area: 1,680 square miles of mostly rural country

Average unemployment rate for period July 1, 2007 through June 20, 2008 in service area: 5.7%

Population by county:

<i>Dickson County</i>	<i>43,156</i>
<i>Houston County</i>	<i>8,088</i>
<i>Humphreys County</i>	<i>17,929</i>
<i>Stewart County</i>	<i><u>12,370</u></i>
	<i>81,543</i>

Persons with a disability:

<i>Dickson County</i>	<i>8,678</i>
<i>Houston County</i>	<i>1,940</i>
<i>Humphreys County</i>	<i>3,831</i>
<i>Stewart County</i>	<i><u>3,078</u></i>
	<i>17,527</i>

PERSONNEL

- *Carolyn A. Averitt, Head Start Manager*
- *Michelle Avery, Substitute*
- *Heather Baggett, Teacher Assistant*
- *Stacy L. Baggett, Director of Programs*
- *Julie Bahr, Bus Driver/Cook*
- *Linda Beacham, Teacher Assistant*
- *Deborah Bradford, Certified Teacher*
- *Charline Bradley, Teacher Assistant*
- *Deena Brake, Bus Driver/Cook*
- *Lisa J. Brooks, Stewart County NSC Supervisor*
- *Amber Christian, Teacher Assistant*
- *Rebecca J. Clairday, Teacher*
- *Alicia Curvin, Teacher Assistant*
- *Jamie Davenport, Center Coordinator*
- *Sharon L. Davis, Head Start Director*
- *Sheneva Davis, Teacher Assistant*
- *Amy Dew, Family Service Worker*
- *Pamela Dew, Family Service Worker*
- *Patricia Felts, Teacher*
- *Bethany Finch, Bookkeeper*
- *Pilar Gilbert, Family Services Manager*
- *Michelle Glover, Teacher Assistant*
- *Beverly J. Gordon, Dickson County NSC Supervisor*
- *Carmen Hall, Teacher Assistant*
- *Bonnie Hargrove, Substitute*
- *Ople Harper, Bus Driver/Cook*
- *Edgar L. Hassell, Housing Coordinator*
- *Dorothy Hatcher, Bus Driver/Cook*
- *Darlene R. Hetrick, Teacher Assistant*
- *Crystal D. Hooper, Director of Finance*
- *Vernece Hudson, Teacher Assistant*
- *Kristine Jones, Teacher Assistant*
- *Stephanie Jordan-Estefania, Family Service Worker*
- *Kathryn Lafave, Teacher Assistant*
- *Wanda Laxton, Health/Disability Manager*
- *Carolyn Legg, Bus Driver/Cook*
- *Laura E. Lewis, Teacher Assistant*
- *Sheena Lewis, Receptionist*
- *Audrey M. Manley, Bus Driver/Cook*
- *Nakia M. Mayberry, Teacher Assistant*
- *Monica Mays, Teacher*

- *Cindy L. McClure, Head Start Manager*

PERSONNEL (CONTINUED)

- *Mary Miller, Substitute*
- *Laurene F. Mitchell, Literacy Mentor*
- *Jennifer Mooney, Certified Teacher*
- *Wanda Mosley, Teacher*
- *Turkessa L. Nelson, Teacher Assistant*
- *Wanda Newberry, Cook*
- *Julie Norwood, Family Service Worker*
- *Sandra J. Ortago, Technology Coordinator*
- *Tandi Patrick, Teacher Assistant*
- *Robin R. Perez, Teacher Assistant*
- *Donna L. Perkins, Bus Driver/Cook*
- *Tiffany Prescott, Substitute*
- *Julia F. Presson, Executive Director*
- *Heather L. Quinn, Family Service Worker*
- *Linda Seger, Teacher*
- *Lana Simms, Substitute*
- *Regina Skinner, Family Service Worker*
- *Karen Smith, Teacher Assistant*
- *Robert St. Sauver, Bus Driver/Cook*
- *Tiffany Sweeney, Substitute*
- *Misti Thoma, Substitute*
- *Barbara Wachter, Substitute*
- *Dawn Webster, Teacher*
- *Malynda Williams, Teacher*
- *Lois Wilson, Substitute*
- *Millie A. Woods, Cook*
- *Suzanne W. Youngblood, Humphreys County NSC Supervisor*

HREC FINANCIAL REPORT

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES-GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2008

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
<u>REVENUES</u>			
Federal Grants	0	2,682,662	2,682,662
State Grants	0	198,888	198,888
Local Contributions	84,447	0	84,447
In-Kind Contributions-Supplies	0	45,470	45,470
Donated Commodities	<u>0</u>	<u>81,523</u>	<u>81,523</u>
Total Revenues	84,447	3,008,543	3,092,990
<u>CURRENT EXPENDITURES</u>			
Head Start	0	1,648,001	1,648,001
Early Childhood Education	0	173,889	173,889
Child and Adult Care	0	128,963	128,963
Community Services Block Grant	0	155,040	155,040
Low Income Home Energy Assistance	0	373,402	373,402
Commodities	0	105,419	105,419
Governor's Appropriation	0	24,999	24,999
Weatherization Assistance	0	71,804	71,804
Revolving Home Program	39,223	0	39,223
Housing Preservation	0	138,675	138,675
Emergency Food and Shelter	0	34,341	34,341
Other	<u>32,488</u>	<u>0</u>	<u>32,488</u>
Total Current Expenditures	24,318	3,007,542	3,031,860
<u>NON-CURRENT EXPENDITURES</u>			
Capital Outlay	0	78,711	78,711
Debt Services			
Principal	0	23,461	23,461
Interest	<u>0</u>	<u>51,838</u>	<u>51,838</u>
Total Non-Current Expenditures	0	154,010	154,010
Total Expenditures	<u>71,711</u>	<u>3,008,543</u>	<u>3,080,254</u>
<u>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</u>			
	12,736	0	12,736
<u>FUND BALANCE BEGINNING OF YEAR</u>			
	<u>337,085</u>	<u>0</u>	<u>337,085</u>
<u>FUND BALANCE END OF YEAR</u>			
	<u>349,821</u>	<u>0</u>	<u>349,821</u>

CHILD & ADULT CARE FOOD PROGRAM FOR HEAD START

The Child and Adult Care Food Program (CACFP) is a federally funded program administered through the Tennessee Department of Human Services. This program reimburses private non-profit day care facilities for meals and snacks served to eligible children in their care. The CACFP was created in 1968 and was authorized through the National School Lunch Act of 1946 and the Child Nutrition Act of 1966. The U. S. Department of Agriculture establishes requirements and provides funding for the program.

The Child and Adult Care Food Program reimburses Highland Rim Head Start for a significant portion of the cost of providing meals and snacks to enrolled children of low-income families. Child and Adult Care Food Program reimbursements for Head Start meals and snacks totaled \$128,963.49. The number of meals and snacks served by Head Start classrooms were as follows:

CLASSROOM	BREAKFAST	LUNCH	SNACK
Waverly	1,956	1,975	1,893
McEwen	1,693	1,645	1,637
Stewart County	3,686	3,974	3,735
Houston County	3,645	3,615	3,551
Charlotte	1,771	1,756	1,671
Dickson Complex	9,911	9,771	9,381
Burns	2,012	1,976	1,950
TOTAL:	24,674	24,712	23,818

COMMUNITY SERVICES BLOCK GRANT (CSBG)

The Community Services Block Grant (CSBG) Program is designed to provide low-income individuals/families with opportunities for improving their lives. These opportunities are available through four (4) Neighborhood Service Centers (NSC) in a four county region of Middle Tennessee. Programs provided during FY2007-2008 included: Emergency Services (Information & Referral, Crisis Intervention & Crisis Case Management, Donated Goods/Services/Cash, Homeless Aid, Interagency or Statewide Planning and Coordination), Nutrition (Information and Referral/Counseling, Surplus Food/Commodities Distribution, Food Pantries/Shelves, Gardening/Canning/Self-Help Production), and Linkages (Information and Referral, Local or State Needs Assessments and Other Community Outreach).

The total expenditures for the CSBG Program for the July 1, 2007 through June 30, 2008 contract year were \$155,235.50.

EARLY CHILDHOOD EDUCATION PROGRAM

The Tennessee Department of Education, Office of Early Learning, funded two (2) classrooms to serve 3 and 4 year old at-risk children. One classroom was located in Stewart County and one classroom was located in Dickson County. The program provided quality early childhood education services in accordance with the Tennessee Early Childhood Education Plan.

The classrooms consisted of a total of thirty four (34) children. The children were provided appropriate educational activities for a minimum of five and one half hours per day for a minimum of one hundred and eighty (180) days. The classrooms were staffed by licensed teachers. A teacher assistant with a CDA was also provided for each classroom. Breakfast, lunch, and a snack were served to each child, An educational program was utilized that addressed all developmental areas (language, cognitive, social-emotional, and physical).

Funding provided for this grant was \$173,889.12.

EMERGENCY FOOD AND SHELTER PROGRAM

The Emergency Food and Shelter Program was established in 1983 to supplement the work of local social service agencies, both governmental and non-profit, in helping people in need of emergency assistance. Funding for this program is managed and distributed through the Federal Emergency Management Agency (FEMA) and is allocated to assist low-income families with past due rent, mortgage, utility payments, and food. Homeless individuals and families as well as those about to become homeless because of their inability to make rent/mortgage payments are provided emergency shelter or one month's rent. The program also pays one month's utility bill when service is about to be terminated due to non-payment. Emergency Food and Shelter funds are also used to provide food vouchers to families/individuals who are hungry and without means to purchase groceries.

During the 2007-2008 program year, emergency services were provided to households as follows:

COUNTY	# HOUSEHOLDS	\$ EXPENDED
Dickson County	59	\$9,980.97
Houston County	36	\$4,966.38
Humphreys County	64	\$11,167.00

Stewart County	47	\$7,363.00
TOTAL:	206	\$33,477.35

EMERGENCY FOOD ASSISTANCE PROGRAM (COMMODITIES)

The Emergency Food Assistance Program provides assistance to eligible households through the distribution of United States Department of Agriculture (USDA) surplus commodities. This allows the household to supplement the family dietary plan with nutritional food stuffs thus freeing available household income to purchase other necessities.

Commodity distribution involves receiving and storing donated commodities, including perishables; screening applicants; certifying eligibility; issuing identification cards; transporting commodities to distribution sites; inspecting commodities for damage; maintaining complete records; and distributing commodities every other month in each county.

Neighborhood Service Center staff and volunteers distributed more than 85 tons of USDA commodities to approximately 6,843 (duplicated) households.

Food distributed included:

FOOD	NUMBER OF POUNDS	DOLLAR VALUE
Apple Sauce	8,349	\$3,443.13
Green Beans	7,026	\$2,655.13
Great Northern Beans	8,996	\$3,881.77
Pinto Beans	4,906	\$1,990.86
Chicken	5,211	\$11,016.05
Vegetable Soup	6,273	\$3,904.32
Corn	9,717	\$3,352.37
Sliced Potatoes	12,967	\$5,014.34
Apple Juice	5,934	\$2,011.63
Grape Juice	5,969	\$2,431.17
Grapefruit Juice	12,864	\$3,318.91
Peas	4,055	\$1,773.25
Rice	7,576	\$2,733.42
Vegetable Mix	6,974	\$3,307.07
Spaghetti	6,670	\$2,092.38
Tomatoes	7,607	\$2,677.67
Spaghetti Sauce	8,630	\$2,893.64
Beef Stew	6,442	\$4,545.48
Tomato Juice	5,687	\$1,464.97
Oats	7,203	\$2,771.71
Peaches	3,982	\$2,372.08
Peanut Butter	14,407	\$12,451.97
Vegetarian Beans	2,628	\$945.55
TOTAL:	170,073	\$83,048.87

HEAD START

Head Start is designed to help strengthen the ability of children from low income families to cope with school and the child's total environment. Head Start provides a comprehensive child development program for children between three (3) and five (5) years of age.

The children of Head Start receive experiences within a learning environment which will nurture them socially, intellectually, physically, and emotionally. Children are served by trained and caring teachers and are provided a wide variety of services including education, social services, parent involvement, nutrition, physical, dental, and mental health services, and services for children with disabilities.

The classroom curriculum is designed to include age appropriate activities in a wide variety of areas such as dramatic play, science, pre-math, language, art, music, and movement. The program is designed to allow children to experience hands on success to promote positive self esteem.

In addition to educational opportunities, Head Start provides complete health and dental screenings, nutrition activities and assessment, workshops for parents, and information about and referrals to existing community and social services. Head Start staff assists families with solving needs and problems ranging from employment to housing to drugs.

In Head Start, parents have the opportunity to become involved with the program and to build skills for their personal and professional growth. Activities include classroom volunteer work as well as involvement in the Policy Council.

The Federal Monitoring Review of Head Start was conducted in November 2007 by a team of reviewers from across the United States. They identified two (2) areas of non-compliance: (1) Grantee did not perform or obtain age-appropriate vision, hearing, behavioral, or developmental screening procedures within 45 days of each child's entry into the program; (2) Grantee did not maintain statements signed by employees stating children were income-eligible to participate in the program. Another review team came in from March 30, 2008 to April 1, 2008 and reviewed children's files and closed the previously identified areas of non-compliance based on the information they gathered during their review.

Head Start is funded through a grant from the Department of Health and Human Services. A waiver was provided by DHHS as HREC's Head Start Program was unable to provide the required 20% non-federal match during the contract year due to the regulations changing regarding the transportation of children.

PROGRAM HIGHLIGHTS

Number of Children Served.....	261
Number Professionally Diagnosed As Having A Disability & Provided Services.....	28
Total Number of Persons Providing Volunteer Services.....	590
Current or Former Head Start Parents Providing Volunteer Services.....	364
Number of Children Transitioning Into Kindergarten.....	111
Total Grant Funds.....	\$1,756,541.00
In-Kind Contributions.....	\$ 400,056.00
Total.....	\$2,156,597.00

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)

The Low Income Home Energy Assistance Program (LIHEAP) is designed to assist eligible households with their home energy costs. In receiving benefits priority is given to the lowest of income households and to the elderly. LIHEAP provides short term benefits to clients through energy payments that supplement their scarce resources.

There are two (2) components of the Low Income Home Energy Assistance Program in which this agency participated. The energy assistance component allows clients to submit applications during a scheduled in-take period. Applications are then prioritized based on lowest of income, highest energy burdens, largest number of household members, and greatest vulnerability in regard to certain household members and assistance is provided to those applying with the highest number of points until funds are exhausted. The crisis assistance component allows clients who are income eligible with a shut off notice or less than one months supply of fuel to receive assistance if they have a documented uncontrollable circumstance or have elderly, handicapped, or children under 12 months of age in the household, on life sustaining equipment, pregnant, or suffering from a medical condition that is a threat to the client's life. Clients are assisted on a first come, first serve basis until funds are exhausted, however, clients cannot receive assistance under both the energy assistance component and the crisis assistance component.

During the program year beginning July 1, 2007 through June 30, 2008, \$373,402.13 was expended in the Low Income Home Energy Assistance Program. The following numbers of households were served in each county with each component:

ENERGY ASSISTANCE

Dickson County	300	\$126,850.00
Houston County	100	\$41,816.69
Humphreys County	142	\$59,163.35
Stewart County	117	\$49,657.14
TOTAL:	659	\$277,487.18

CRISIS ASSISTANCE

Dickson County	29	\$12,000.00
Houston County	10	\$4,100.00
Humphreys County	12	\$5,000.00
Stewart County	10	\$4,050.00
TOTAL:	61	\$25,150.00

PROJECT HELP

Project HELP is a local program designed to defray emergency energy costs of the elderly, the disabled, or persons in dire economic circumstances. Through this program, utility customers are encouraged to voluntarily add \$1 to their monthly utility payments. Funds collected in this manner are either forwarded to Highland Rim Economic Corporation for dispersal to eligible households or are maintained at utility company business offices for dispersal at Highland Rim's direction. Assistance rendered under this program is intended to aid needy families undergoing a temporary emergency situation. Those initially eligible for assistance include persons sixty (60) years of age and over, those who are physically and/or mentally disabled, and those not economically self-sufficient. Highland Rim exercises total discretion in determining when an emergency situation exists and in using available funds to meet those emergencies.

During 2007-2008, Highland Rim either expended or obligated \$12,112.38 in assisting households as follows:

COUNTY	# HOUSEHOLDS	\$ EXPENDED
Houston County	12	\$1,696.52
Humphreys County	32	\$4,515.86
Stewart County	59	\$5,900.00
TOTAL:	103	\$12,112.38

RURAL HOUSING PRESERVATION GRANT (HPG)

The Rural Housing Preservation Grant (HPG) Program is provided by the United States Department of Agriculture (USDA) through Rural Development. This program finances repair and rehabilitation of single family housing units for low income and very low income rural homeowners. Rehabilitations are accomplished with priority given to correcting health/safety deficiencies, improving accessibility and mobility of disabled residents, and alleviating overcrowding. In no case may more than twenty-five percent (25%) of the funds expended on a unit be expended for repairs that do not materially contribute to the structural integrity of the unit. Construction contracts are awarded to approved contractors through a competitive bidding process.

At June 30, 2008 expenditures in the Housing Preservation Grant Program (HPG) totaled \$138,668.58.

The following numbers of houses were rehabilitated:

Dickson County	8
Houston County	2
Humphreys County	5
Stewart County	4
TOTAL:	19

WEATHERIZATION ASSISTANCE PROGRAM (WAP) & LOW INCOME HOME ENERGY ASSISTANCE PROGRAM/WEATHERIZATION ASSISTANCE PROGRAM (LIHEAP/WAP)

The Highland Rim Weatherization Assistance Program (WAP) and the Low Income Home Energy Assistance Program/Weatherization Assistance Programs (LIHEAP/WAP) are designed to aid low-income homeowners by providing energy conservation measures and education. The low-income family often has the highest energy costs because their home is old and uninsulated. Through weatherization programs, the family receives many years of benefits in decreased energy costs and improved health. By lessening the burden of high utility and heating costs, weatherization measures enhance the overall financial stability of participating households, improve the condition of housing stocks, and conserve precious national resources.

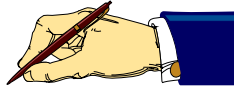
The Weatherization Assistance Program and the Low Income Home Energy Assistance Program/Weatherization Assistance Program operate by contracting with local construction firms through a competitive bidding process to provide the required labor and materials to complete improvements to eligible homes. All weatherization work must meet established building and materials standards. Each home is surveyed by trained program staff to determine which energy conservation measures are required. Typically, work performed by subcontractors includes installation of attic and floor insulation, caulking and weatherstripping of doors and windows, installation of storm doors and windows, and other repairs/improvements that ensure the soundness of the housing envelope. The Housing Coordinator provides technical assistance and quality control assurance by conducting energy surveys and inspections of each home.

During FY2007-2008, the Weatherization Assistance Program expended \$42,542.95 in weatherizing a total of twenty-five (25) homes in the following counties:

Dickson County	13
Houston County	3
Humphreys County	5
Stewart County	4
TOTAL:	25

During FY2007-2008, the Low Income Home Energy Assistance Program/Weatherization Assistance Program expended \$29,284.00 in weatherizing a total of twenty-five (25) homes in the following counties:

Dickson County	13
Houston County	3
Humphreys County	5
Stewart County	4
TOTAL:	25



If a free society cannot help the many who are poor, it cannot save the few who are rich.

John F. Kennedy

We can draw lessons from the past, but we cannot live in it.

Lyndon B. Johnson

A sense of humor is part of the art of leadership, of getting along with people, of getting things done.

Dwight D. Eisenhower

A bank is a place that will lend you money if you can prove that you don't need it.

Bob Hope

I'd rather be a failure at something I love than a success at something I hate.

George Burns

Hitch your wagon to a star.

Ralph Waldo Emerson

If you tell the truth you don't have to remember anything.

Mark Twain

In charity there is no excess.

Sir Francis Bacon

A strong positive mental attitude will create more miracles than any wonder drug.

Patricia Neal

Labor to keep alive in your breast that little spark of celestial fire called conscience.

George Washington