



CITY OF FORT LAUDERDALE

APPROVED
City of Fort Lauderdale
Community Services Board
May 13, 2019 – 4:00 P.M.
City Commission Chambers, City Hall
Fort Lauderdale, FL 33301

October 2018-September 2019

MEMBERS		PRESENT	ABSENT
Wanda Francis, Chair	A	6	1
Jonathan Bennett	P	5	1
Laurel Bolderson	P	6	1
Christina Disbrow	P	5	1
April Kirk	P	5	2
Richard Morris	P	5	3
Marisol Simon	P	6	0
Noah Szugajew	P	7	0

Staff Present

Rachel Williams, Housing and Community Development Manager
Simone Flores, Housing and Community Development Coordinator
Christopher Leonard, HOPWA Program
Tatiana Guerrier, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

- **Quorum Requirement – As of April 30, 2019, there are 8 appointed members to the Board, which means 5 constitutes a quorum**

The meeting was called to order at 4:01 p.m. and all present recited the Pledge of Allegiance. Roll was called and it was noted a quorum was present at the meeting.

Motion made by Ms. Kirk, seconded by Mr. Morris, to let [Mr. Szugajew] act as Chair for this meeting. In a voice vote, the **motion** passed unanimously.

II. WELCOME / BOARD AND STAFF INTRODUCTIONS

III. APPROVAL OF MINUTES – APRIL 8, 2019

Motion made by Ms. Disbrow, seconded by Ms. Simon, to approve.

Ms. Kirk noted that the Board will need to vote again at a later date to correct some of the numbers associated with CDBG allocations. Another vote to approve funds to the Center for Independent Living will also need to be taken without Ms. Disbrow's participation, as she could not participate in the vote due to recusal.

In a voice vote, the **motion** passed unanimously.

Acting Chair (A/Chair) Szugajew noted that Item VI, CSB Business, must be deferred until the June 2019, as all members were not present to vote on new Officers.

IV. HOPWA

- **Updates from Agencies**

Ms. Williams advised that representatives of Housing Opportunities for Persons with HIV/AIDS (HOPWA) were present to provide updates to the Board members.

Rhode Rock, Director of the tenant-based rental voucher (TBRV) program for the Broward Regional Health Planning Council (BRHPC), reported that there are currently 89 clients participating in this program. The TBRV program pays 30% of these clients' rent and helps them move toward self-sufficiency.

Two clients have graduated from the TBRV program in the last two months. BRHPC helps clients prepare for interviews, search for jobs, and may attend monthly training on debt consolidation and other financial issues. Clients are encouraged to attend at least two of these training sessions per year.

Ms. Disbrow requested additional information on how BRHPC helps clients prepare for financial self-sufficiency. Ms. Rock replied that clients work with BRHPC representatives to learn how to prepare a budget. Assessments are made on a regular basis to ensure that clients are working toward their goals. Whenever a client's income changes, staff must perform an income survey.

Sharon Alveranga-Jones, Permanent Housing Placement (PHP) Coordinator for BRHPC, explained that this program provides moving assistance, first/last months' rent, and short-term utility and security deposit assistance for clients with emergency needs. At present, 79 unduplicated clients are participating in the program. PHP also refers clients to other agencies that provide services, such as Sun Serve. Their goal for the current fiscal year is to assist 100 unduplicated clients.

Francisco Gomez, Housing Services Manager for Care Resource, reported that this organization has helped more than 6000 clients over the last 10 years, including 470 clients over the past six months. Care Resource provides PHP and case management services, and has referred over 140 clients to Legal Aid Services of Broward County for lease review.

Rafael Jimenez, also representing Care Resource, added that the program has experienced some challenges during the past year, including the need to bring on a third Case Manager to assist with clients. The agency has already surpassed its goal of serving 400 clients.

Alisha Hurwood, Supervising Attorney of Housing Rights Projects for Legal Aid Services of Broward County, stated that the agency handles issues including foreclosures, evictions, terminations, unit habitability, and other landlord/tenant issues for HOPWA clients enrolled. Legal Aid also provides lease review for all HOPWA clients participating in PHP or TBRV assistance. If an eligible individual is not enrolled in HOPWA, s/he is referred to one of the participating HOPWA programs that can assist with enrollment. Clients must be enrolled in HOPWA before Legal Aid may provide them with services.

Legal Aid has served 139 unduplicated clients at the six-month mark. Legal Aid also helps to identify and address legal barriers to self-sufficiency, and helps clients understand the terms and conditions of their leases and other requirements under Florida law. They work closely with other HOPWA provider programs.

Sharon Bryant, Director of Operations for Mount Olive Development Corporation (MODCO), advised that this agency operates two HOPWA-funded programs: a project-based rental assistance (PBRA) program and a pilot shared housing program. Clients pay 30% of their income toward rent as well as a certain amount of their utility bills. Individuals in the pilot program share housing in a rented home and work with MODCO to improve life skills and find employment.

At present, there are multiple apartments and family facilities available to clients in the PBRA program, as well as a multi-use building that includes the housing office. The PBRA program is fully occupied, with 12 of 21 individuals employed at either part- or full-time status. Clients are required to attend life skills classes and support activities.

There have been challenges involving the shared housing program, as two residents were terminated due to substance abuse and presence of unauthorized persons. Changes were made to the screening process, and periodic drug testing has been implemented. Ms. Bryant stated that she felt the program will be successful in the long term. There is currently a waiting list for the shared housing program.

Tiffany Arieagus, Director of Housing Case Management for SunServe, reported that the agency has served 429 active and unduplicated clients as of April. They have four housing case managers who provide services in English, Spanish, French, Hebrew, and Creole.

SunServe works with youth, adults, and senior citizens. The agency provides compassionate as well as educational services, including classes that help their clients

achieve empowerment through education and employment skills. They have served 429 individuals thus far against a goal of 425.

Stacy Hyde, representing Broward House, stated that this agency operates three HOPWA programs, including facility-based housing, which assists individuals who may have been on the street or in hospitals by providing wraparound services. Although Broward House is funded for 44 beds, they use approximately 50 beds per day, including some unfunded spaces. They have full use of their funds at this time.

The agency recently switched to a new payroll company, which is presently preventing them from drawing down salary dollars as anticipated. They are tracking these expenses.

Broward House's project-based housing is located in the agency's own properties, which include 71 apartments and one house. They currently have a waiting list for these facilities. The agency also provides an "Adult Home Ec" program that teaches basic life skills to residents. Roughly 95 vouchers are still in use at present.

Motion made by Ms. Kirk, seconded by Ms. Disbrow, to approve the numbers as presented for level of funding. In a voice vote, the **motion** passed unanimously.

Ms. Kirk, Ms. Disbrow, and Ms. Simon commended the HOPWA organizations for their diligence in working together and finding ways to help clients with limited funds.

- **Allocations**

Ms. Williams advised that a breakdown of HOPWA funding was provided to the Board members prior to the meeting. It is based on the assumption that funding from the United States Department of Housing and Urban Development (HUD) will remain the same as the previous year, which was \$7.2 million. This amount represented a loss of \$68,000. The Board is asked to make a recommendation either that the funding levels remain the same as last year or that changes be made.

Mr. Morris asked if any ways to increase housing inventory in order to help more clients have been identified. Ms. Kirk recalled that the City is working to schedule a joint meeting between the Community Services Board (CSB), the Affordable Housing Advisory Committee (AHAC), and the City Commission so they may discuss this further.

Ms. Williams added that she has also asked questions of HUD to determine what steps may be possible to make housing based on grant funding more sustainable. Her suggestion was that the City make a one-time investment in affordable housing that would be occupied using no ongoing rent subsidies, as well as to establish a percentage of other affordable housing development that would be made available for a sustained time period for HOPWA-eligible clients.

Mr. Morris asked if it would be possible to use unspent funds from previous years toward the acquisition of affordable housing. Ms. Williams advised that approximately \$2.1 million has been rolled over from previous years. Because HOPWA funds expire, the allocation to agencies will use these unspent funds first so they are not lost. She recommended that until the Board has held its joint meeting with the AHAC and the City Commission, they should seek only to extend the useful life of these funds by substituting them for dollars allocated at a later date.

Ms. Simon commented that the Chair should be present at the meeting when their recommendation is made. Ms. Williams cautioned that the funds in question are time-sensitive and must be approved by the City Commission before it is sent on to HUD. Placing the item on this Agenda requires 30-day advertisement of the issue. Ms. Kirk requested that Ms. Williams follow up on the issue of a joint meeting between advisory entities and keep the Board members apprised of results.

Ms. Simon asked if there is any downside to rolling over the \$2.1 million in unspent funds. Ms. Williams explained that some funds may be lost, as HUD is working to implement a timeliness ratio that could prohibit the award of more than \$1.5 million in previously unspent dollars.

V. CDBG

- **Updates**

Ms. Williams stated that publication of Community Development Block Grant (CDBG) funding will be postponed so Staff may review the vote calculations from the previous meeting. Agencies currently receiving CDBG funds and providing services are up to date, on time, and meeting their ratios.

VI. CSB BUSINESS

- **Election of Chair**

- **Election of Vice Chair**

Motion made by Mr. Morris, seconded by Ms. Simon, to table CSB elections for Chair and Vice Chair until their next scheduled meeting. In a voice vote, the **motion** passed unanimously.

VII. GOOD OF THE ORDER

Mr. Morris stated that he would send information on an upcoming United Way conference to Ms. Williams for distribution to Board members.

VIII. PUBLIC COMMENTS

None.

IX. ITEMS FOR THE NEXT AGENDA

It was noted that CSB elections would be held at the next meeting, and further updates would be provided on CDBG and HOPWA funding.

X. COMMUNICATION TO CITY COMMISSION

None.

XI. ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 5:18 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]