



CITY OF FORT LAUDERDALE

**APPROVED**  
**City of Fort Lauderdale**  
**Community Services Board**  
**June 10, 2019 – 4:00 P.M.**  
**City Commission Chambers, City Hall**  
**Fort Lauderdale, FL 33301**

**October 2018-September 2019**

<b>MEMBERS</b>		<b>PRESENT</b>	<b>ABSENT</b>
Wanda Francis, Chair	P	7	1
Jonathan Bennett	A	5	2
Laurel Bolderson	A	6	2
Christina Disbrow	P	6	1
April Kirk	P	6	2
Richard Morris (by phone)	P	6	3
Marisol Simon	P	7	0
Noah Szugajew	P	8	0

**Staff Present**

Rachel Williams, Housing and Community Development Manager  
Christopher Leonard, HOPWA Program  
Jamie Opperlee, Recording Secretary, Prototype, Inc.

**Communication to the City Commission**

None.

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

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

Chair Francis called the meeting to order at 4:00 p.m. and all present recited the Pledge of Allegiance. Roll was called and it was noted a quorum was present at the meeting.

It was noted that while Mr. Morris was participating in the meeting via phone, his presence did not count toward a quorum and he could not participate in any votes.

**II. WELCOME / BOARD AND STAFF INTRODUCTIONS**

**III. APPROVAL OF MINUTES – MAY 13, 2019**

**Motion** made by Ms. Simon, seconded by Ms. Kirk, to approve. In a voice vote, the **motion** passed unanimously.

#### IV. HOPWA

- **Updates**

Ms. Williams reported that Fort Lauderdale has been invited by the state of Florida to apply for excess Housing Opportunities for Persons with HIV/AIDS (HOPWA) funds, which now total \$785,000. They may be used for short-term rental, mortgage, and utility (STRMU) assistance or for hotel vouchers. Ms. Williams will submit the application for these funds before the deadline of June 14, 2019.

The City has also collaborated with Broward County's Ryan White Part A Program, which held a focus group to solicit input from individuals affected by HIV/AIDS on how these dollars may best be used. Mr. Leonard, who attended this meeting, advised that the program is seeking to provide short-term assistance to individuals who have been newly diagnosed with HIV/AIDS so care can be quickly established for them.

#### V. CDBG

- **Corrections to Scores & Votes**

Ms. Williams explained that the scoring of Community Development Block Grant (CDBG) applications had not correctly averaged the score for the Center for Independent Living. The correction raised this agency's ranking to slightly ahead of Turnstone Development. Ms. Kirk also noted that the Board should hold a second vote on this agency to exclude Ms. Disbrow's score, as she had recused herself from voting upon their funding.

Chair Francis stated that the agencies' ranking would be amended as follows:

- Jack and Jill Children's Center: 95
- Impact Broward: 94
- Women in Distress: 94
- Center for Independent Living: 86.5
- Turnstone Development: 84

Ms. Disbrow recused herself from this Item and left the dais.

**Motion** made by Ms. Kirk, seconded by Ms. Simon, to change the scores as Chair Francis just presented. In a voice vote, the **motion** passed unanimously. (Ms. Disbrow abstained. A memorandum of voting conflict is attached to these minutes.)

The Board reviewed its original funding allocations for the public service agencies, which was as follows:

- Impact Broward: \$42,340
- Jack and Jill Children's Center: \$42,780

- Turnstone Development: \$37,940
- Women in Distress: \$37,500
- Center for Independent Living: \$34,440

There was consensus that the Board should change the agencies' funding based on the revised ranking. Ms. Williams advised that another key issue is to vote on funding for the Center for Independent Living with Ms. Disbrow recused.

Ms. Kirk pointed out that the Center for Independent Living and Turnstone Development were in no way to blame for the mathematical correction that would affect their funding.

**Motion** made by Ms. Kirk, seconded by Mr. Szugajew, to grant the Center for Independent Living a new amount of \$36,215. In a roll call vote, the **motion** passed unanimously. (Ms. Disbrow abstained. A memorandum of voting conflict is attached to these minutes.)

Ms. Disbrow returned to the dais at this time.

**Motion** made by Ms. Kirk, seconded by Mr. Szugajew, that [the Board] accept the funding as presented with the modification of Turnstone for \$36,165. In a roll call vote, the **motion** passed unanimously.

- **Agency Reports**

Linda Taylor, representing HOMES, Inc., recalled that the Board had allocated \$125,000 to the agency. They have spent \$77,228.47 thus far, and are preparing to submit a report for \$10,709, which will leave them with \$37,062.11 to be spent by the end of September 2019. The agency is averaging approximately \$11,000/month in invoices.

HOMES, Inc. is also on-target with its outcomes. Where its participation agreement states it will serve 16 young people through the program, they have assisted 25 individuals to date, with outreach to more than 50. The agency recently celebrated the 10<sup>th</sup> anniversary of its Youth Self-Sufficiency Program.

Andrea Haugabook, representing the Mount Bethel Family Resource Center, reported that the agency provides intensive case management for families in Broward County. They were awarded a total of \$50,000, of which \$31,423.81 has been expended thus far. Approximately \$13,000 remains for use over the next four months. The agency does not anticipate a lapse in funding.

CDBG funds have allowed the agency to provide case management services to the families they serve, as well as food pantry services and referrals for food and clothing. They also provide a 13-week parenting class that teaches skills for the entire family. The agency places homeless families in housing through CDBG funding. They have served 19 heads of household thus far against a goal of 40.

Michael Barron, representing Women in Distress of Broward County, advised that as of April 2019, the agency has served 41 clients against a stated goal of 37. They have reached more than 50% of their goals for bed nights and safety plans and 100% for support services. The agency has spent \$26,598.34 thus far and anticipates no difficulty spending the remaining amount. Miriam Garcia, also representing Women in Distress, shared a story involving successful assistance of a Fort Lauderdale resident.

Tom Campbell, representing Broward Partnership for the Homeless, stated that the agency received \$37,000 in funding for their Central Homeless Assistance Center, where they provide a number of services for clients, including case management, health care, workforce development, and others. CDBG funds are used toward bus passes and food for clients. The agency expected to serve 750 people throughout the year and have served 642 individuals so far. 100% of clients have reached one of their case plan goals against a target of 80%.

The second performance indicator states that 35% of participants will move from the shelter to stable housing. Thus far in 2019, 44% of clients have reached this goal. 59% of clients have received bus passes to take them to medical appointments, job interviews, or other priorities against a target of 50%. Expenditures have reached \$28,891. No issues are expected in expending the full allocation. The Broward Partnership for the Homeless has recently taken over operations of the North Homeless Assistance Center in Pompano Beach.

Diane Smith, representing the South Florida Institute on Aging, reported that the agency has a waiting list of over 100 elderly and disabled adults seeking services from volunteers. As a result of CDBG funding, several Fort Lauderdale residents have moved off this list and are actively being assisted. She emphasized the dual benefit nature of the program, noting that the goal for 2019 was for eight Senior Companion volunteers to serve 40 elderly and disabled adults and caregivers. As of April 30, 2019, 22 volunteers have provided companionship and supportive/respice services to 28 individuals. In-home assessments were provided to five additional individuals, although weekly services have not yet begun for these residents.

The Senior Companion program has received not only its original \$36,000 allocation, but an additional \$5000 for a funding total of \$41,000. As of April, the agency has expended \$29,820, with \$11,179 remaining. This does not include invoices for the month of May. All funds are expected to be spent by June or July 2019. Surveys provided to clients showed that 85% of elderly individuals and caregivers reported improvement in their home environments, and 100% of respondents advised that they felt less lonely. 82% of volunteers responding to the survey shared information learned at monthly in-service meetings with the individuals they visit.

Jiwon Tilghman and Cassandra Dennis, representing Jack and Jill Children's Center, stated that the agency has been able to offer Promising Futures Empowerment

Scholarships each year since 2007 using CDBG funds. The agency was awarded \$37,000 and as of May 31, 2019, they have spent \$32,466.20, leaving \$4533.80. These remaining funds are expected to be spent within the first two weeks of July 2019. The Center has met its requirement of 12 clients served.

Thus far, 100% of parents have been able to seek, secure, or retain employment or schooling as a result of child care assistance against a goal of 90%. 89% of parents have been able to increase or maintain their household income against a goal of 75%. 88% of children served by the program have made pre-academic development progress equal or greater than the number of months in the program. 100% of parents attending the 10-week parent education program have shown improvement and remain outside the at-risk range against a goal of 85%.

Ms. Williams concluded that as soon as all agencies' scorecards have been received, she will send them to the Board members via email.

## **VI. CSB BUSINESS**

- **Election of Chair**

**Motion** made by Ms. Kirk, seconded by Mr. Szugajew, to nominate Chair Francis to remain as Chair. In a voice vote, Chair Francis was unanimously re-elected.

- **Election of Vice Chair**

**Motion** made by Ms. Simon, seconded by Ms. Kirk, to nominate [Mr. Szugajew as Vice Chair]. In a voice vote, Mr. Szugajew was unanimously elected Vice Chair.

## **VII. GOOD OF THE ORDER**

Vice Chair Szugajew requested information from Ms. Williams regarding an upcoming symposium on aging, which was mentioned by Ms. Smith during Agency Reports.

Ms. Williams suggested that if the City receives additional state funding, these dollars go toward case management services associated with short-term rental, mortgage, and utility support. She recommended that this be discussed further on the next Agenda.

Ms. Kirk requested a status update on the Board's proposed joint meeting with the City Commission. Ms. Williams replied that the request is currently at the City Manager's Office and will take some time to coordinate. The meeting would take place after the Commission's summer recess. The Commission recently met with the City's Affordable Housing Advisory Committee (AHAC), but did not choose to make the Community Services Board (CSB) a part of that discussion. Ms. Kirk advised that the CSB members may reach out to their respective Commissioners to facilitate a joint meeting.

The Board discussed the need for these two advisory bodies to meet and work together. Vice Chair Szugajew proposed that the CSB members email their individual City Commissioners to emphasize the importance of a global discussion of affordable housing. Ms. Kirk also noted that televising CSB meetings could broaden public awareness of the issues they address and communicate effectively with both residents and service providers. Ms. Williams advised that she would follow up on this issue with the City Clerk's Office to determine if CSB meetings may be televised.

#### **VIII. PUBLIC COMMENTS**

Francisco Gomez, representing Care Resource, recalled that he had requested additional funds for case management due to the large number of applications received. The agency will need to hire more people to meet this need.

#### **IX. ITEMS FOR THE NEXT AGENDA**

Ms. Williams concluded that she would follow up on the availability of state uncommitted HOPWA funds. She will take the Board's recommendations for Public Services and Community Based Development Organizations (CBDOs) to the City Commission at their first July 2019 meeting.

#### **X. COMMUNICATIONS TO CITY COMMISSION**

None.

#### **XI. ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned at 5:08 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.]