

**City of Fort Lauderdale
Community Services Board
April 8, 2013 – 4:00 P.M.
City Commission Chambers – City Hall
Fort Lauderdale, FL 33301**

MEMBERS		PRESENT	ABSENT
Richard Whipple, Chair	P	5	0
Wendy Gonsher, Vice Chair	P	5	0
Benjamin Bean	A	4	2
Margaret Birch	P	1	4
Ann Clark	P	4	1
Robert Ettinger	P	2	0
Mark Fillers	P	3	0
Helen Hinton	P	5	0
Jasmin Shirley	P	4	1

Staff Present

Jonathan Brown, Manager, Housing and Community Development
Mario DeSantis, Liaison and Housing Administrator
Marcia Gair, Administrative Assistant
J. Opperlee, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. Call to Order / Roll Call / Pledge of Allegiance

- **Quorum Requirement: As of March 22, 2013, there are 9 appointed members to the Board, which means 5 constitutes a quorum**

Chair Whipple called the meeting to order at 4:00 p.m. Roll was called and all stood for the Pledge of Allegiance.

II. Welcome / Board and Staff Introductions

The Board members and City Staff introduced themselves at this time.

III. Approval of Minutes – March 11, 2013

Motion made by Mr. Fillers, seconded by Vice Chair Gonsher, to approve. In a voice vote, the **motion** passed unanimously.

IV. CDBG Presentations

Chair Whipple asked that any agency representatives who planned to speak at today's meeting sign in on the attendance sheet. He explained that the agencies applying for Community Development Block Grant (CDBG) funds would have three minutes to make their presentations to the Board, followed by three minutes in which the Board could ask questions.

Mr. Brown recalled that there had been a question from the Board regarding whether or not agencies may request more funding than they received during the previous year. According to guidelines from the U.S. Department of Housing and Urban Development (HUD), this is permissible if the agencies are providing additional services and/or will be serving additional clients.

Broward Children's Center

Jacqui Mogavero, Operations Officer for the Broward Children's Center, described the services performed by this agency, which has existed for over 42 years as a private nonprofit. They provide multidisciplinary programs for children and young adults with special needs. The request is for funds that will be used in programs for low-income children up to age 3 with developmental delays, as these funds are no longer supplied by the Broward County School Board. The overall goal of the program is to close the gaps between the children's developmental and chronological ages.

Vice Chair Gonsler asked if children within the target age range receive funding through the Children's Diagnostic and Treatment Center (CDTC). Ms. Mogavero explained that this funding does not provide developmental preschool programming services for children between birth and age 3. The Broward Children's Center's Preschool Developmental Day Program provides these services in a classroom setting rather than in a clinic or at home.

Chair Whipple asked how the Center would verify that CDBG dollars are used for children from Fort Lauderdale, as their locations are in Pompano Beach and Dania Beach. Ms. Mogavero said the Center works closely with the Broward County School Board to verify the children's addresses, even when the children are not funded through the School Board's system.

City of Fort Lauderdale Parks and Recreation Department

Corynna Keen, Program Coordinator, stated that their proposal is for funding that will go toward swimming lessons for children with special needs. The program would be available at no cost to participants. The City currently offers these lessons for children with special needs in a group format; however, there is a need for swimming lessons for children who will require one-on-one attention for greater safety. Without CDBG funding, the program would cost \$22 to \$35 per

participant per class, which would be prohibitive to many prospective participants. The requested funding would provide enough financial support to allow roughly 40 children to participate in a full session of lessons at no cost.

Ms. Clark asked how the need for this program was determined. Ms. Keen said there had been difficulty raising community interest in this program in the past, primarily due to cost. The Department has reached out to different organizations, such as the Ann Stewart Center, which have expressed interest in partnering with Parks and Recreation.

Mr. Fillers asked how candidates for the program would be determined. Ms. Keen replied that the Department would have to go through an intake process with each participant to determine his or her special needs. While they seek to bring most special needs participants into a group format, this is not safe or appropriate for everyone. The program would focus on children, but would allow adults to participate as well.

Vice Chair Gonsler observed that the Department lists tracking indicators for performance, but not the criteria by which they would determine success. Ms. Keen said it is difficult to gauge these indicators for a program based on meeting individual special needs. Vice Chair Gonsler stated that there should be global indicators that can be used to show improvement in various areas.

Luz Del Mundo

Sandra Lozano, Director, stated that the clinic provides free medical care for Broward County residents through the assistance of over 230 volunteers. Their proposal is to bring in more patients from Fort Lauderdale who can benefit from its services. Staff includes over 14 specialists, including five new doctors since the previous year. They hope to continue to see 30 patients from Fort Lauderdale. The \$10,000 funding request would provide equipment, including the machinery necessary for visual exams, glaucoma screening, and food models for patients.

Vice Chair Gonsler requested clarification that the clinic has received CDBG funding for two years. Ms. Lozano confirmed that Luz Del Mundo is in its second year of receiving CDBG funds and is applying for a third year.

Susan B. Anthony Recovery Center

Emily Betz, Grant Writer, explained that the agency is a residential treatment center for pregnant and parenting mothers in recovery from substance abuse. It is the only center of its kind in Broward County that allows children to remain with their mothers while the mothers receive treatment, and provides supportive services to the children as well. Their proposal is to serve a minimum of 10

unduplicated families per year by providing counseling, education, relapse prevention, motivational groups, and interpersonal therapy. Developmental intervention specialists and case managers would be funded through the CDBG grant. Families also receive services including apartment housing with 24-hour supervision, child care, GED classes, and employment services.

Chair Whipple asked if the Center has requested CDBG funds from any other municipalities. Ms. Betz stated they have not.

HOPE South Florida

Steve Werthman, Vice President of Operations, stated that the agency is requesting \$50,560 to serve 55 homeless households through their shelter and housing programs. They are a faith-based nonprofit that provides emergency shelter, housing, and support services to homeless families and individuals. Services will be provided by a team of four residency interns, who will assist case managers, conduct workshops and activities, and serve as youth mentors. The main outcome is that 80% of homeless households gain, maintain, or increase employment income and access or remain stable in shelter housing.

Ms. Birch asked how much of the requested funds would be used to hire interns. Mr. Werthman explained that the three additional interns are currently in the program, which subsidizes their housing; the grant would provide a cost-of-living stipend which would allow the interns to work more hours.

Vice Chair Gonsler asked if CDBG funds had been used by the agency to hire interns in the past. Mr. Werthman said they had not. Vice Chair Gonsler observed that the funding would provide housing and payment of roughly \$13/hour for the interns. Mr. Werthman said the interns would be working toward their professional education. They would be paid for approximately 16 hours per week for the housing stipend and an additional 20 hours for the cost-of-living stipend. He clarified that a previous request from HOPE South Florida had been for funds toward the Shepherd's Way shelter for operating and staff costs.

Mr. Fillers noted that a letter dated August 2011 had stated the agency's compliance with CDBG requirements was inadequate, but he had not seen any notes showing the resolution of this issue. Mr. Brown stated that the letter had been a concern rather than a finding, and did not require a response from the agency. City Staff has not conducted monitoring for the current year's funding, as they are seeking an agency to perform subrecipient monitoring.

Mr. Werthman recalled that the issue had been with of a policy or procedure by the agency, although he did not remember receiving a letter stating the issue had been cleared. When the agency had supplied the correct policy or procedure, they were brought into compliance.

Women in Distress

Mary Riedel, President and CEO, said the agency is requesting \$50,000 under the Emergency Food and Shelter-Related Programs category. These funds would provide 531 emergency shelter nights, as well as basic needs and supportive services, to a minimum of 50 Fort Lauderdale residents affected by domestic violence. The agency has gone through a major expansion since they last received CDBG funds in 2009-10, and has doubled its capacity to serve victims of family violence. 90% of clients served have moderate to low incomes. The average length of stay in a shelter is 54 days.

Chair Whipple asked if the line item for occupancy in the agency's budget went toward rent. Ms. Riedel explained that this line item includes the cost of utilities, food, and shelter.

Broward Housing Partnership (BHP) Community Land Trust

Anna McMaster of BHP Community Land Trust explained that the agency offers affordable housing under a community land trust model, which provides the opportunity to build assets for individuals while maintaining the affordability of housing throughout the community. The agency is seeking \$22,250 for housing counseling and related services. Counseling services would be provided both directly and through strategic partnerships with other organizations. The community land trust (CLT) model helps to build and stabilize communities while providing opportunities for upward mobility for low-income residents.

Vice Chair Gonsler requested clarification of the CLT model, pointing out that the application requests funds for training. Ms. McMaster advised that the CLT model separates the cost of land from the cost of a house, which means the agency owns the land while homeowners own the structures built on it. This reduces the purchase price for homeowners. The funding request is for housing counseling, which will help clients move through the services offered by the agency.

Giovanni Moss, President of BHP Community Land Trust, added that the agency also owns rental units for clients who plan to eventually transition to home ownership.

Ms. Clark asked how many homeowners are currently in the program. Mr. Moss said the agency has 58 units online and hopes to acquire two more. 50 of these units are rentals, while the remaining eight are rent-to-own single-family homes in the Broward County area.

Chair Whipple asked why the documentation provided by BHP Community Land Trust had not been signed, and requested that the agency's representatives work with Staff on this issue before the Board makes their funding recommendations.

Broward County Minority Builders Coalition Inc.

Brian Johnson, President and CEO, stated that the Coalition hopes to use CDBG funds to create a program called Employ Fort Lauderdale. The Coalition has worked with the U.S. Department of Labor for the past three years to implement green jobs training; the program will be a continuation of this training that will train 250 Fort Lauderdale residents, who will be identified through outreach and recruitment. At least 100 of these residents will be expected to complete a four-week training course and will be targeted for employment with the Coalition's partners. Because many residents may be chronically unemployed due to family or personal issues, the agency has partners who will link these residents with family and community support services.

Mr. Fillers noted that the agency's performance indicators reflect a lower success rate for basic carpentry than for other skills. Mr. Johnson replied that most of the Coalition's clients will present for construction-related jobs; in order to prevent limiting their clients' interests, they allow for some attrition among clients who may start off in carpentry but eventually train for different jobs.

Mr. Fillers noted that most of the money the Coalition requested would apparently go toward employees who are already on the agency's payroll. Mr. Johnson explained that these employees will be reassigned to specific duties on October 1, when Employ Fort Lauderdale is expected to launch.

Vice Chair Gonsler commented that she felt 60% proficiency was a high expectation for trainees in carpentry. Mr. Johnson said employer partners may have jobs available in construction for which a new trainee may present a quality or safety risk; the agency trains them in the fundamentals of carpentry to minimize this risk.

Vice Chair Gonsler also asked how the agency partners with the Broward County School Board. Mr. Johnson replied that the Atlantic Technical Center is the Coalition's educational partner, and works with industry and employer partners, who have input into the necessary curriculum. Because not all clients will begin with lower-level training, the Technical Center provides an opportunity for advancement.

Second Chance Society

Lee Burt, Board member of the Second Chance Society, explained that this is a "hand-up" program which helps homeless individuals and persons in poverty

overcome material obstacles to employment. This means they assist clients by providing the appropriate tools or clothing that the individuals may need in order to report to work. They have established a volunteer outcome tracking group that both monitors outcomes and mentors clients after the agency has served them. If necessary, they also refer clients to additional services, such as the Urban League.

Vice Chair Gonsher observed that in the past, the agency has requested funds for material items, but is now requesting funding for salaries. Mr. Burt said it is easier to track funding used for salaries than for clients, as each client may receive different services. The program's overall budget is slightly over \$175,000, some of which comes from the United Way and some from private donations and corporate sponsors.

Chair Whipple asked how many clients participate in the Second Chance Alumni Program. Mr. Burt said he did not have an exact figure for this, although a good number of clients serve as speakers and provide testimonials for the services they received and to assist Second Chance in fundraising.

Mr. Brown advised that when Staff works one-on-one with each agency, they review the types of reimbursement that are easier to document. It is typically easier to reimburse for administrative expenses, such as rent and utilities, according to CDBG regulations.

Broward Partnership for the Homeless Inc.

Lisa Magrino, COO, said the agency is a 200-bed emergency shelter for homeless persons. They have requested \$36,895 to support a new position that will help implement a rapid re-housing program. It has been determined that it is more effective to move individuals from temporary to permanent housing before having services follow them. This can be achieved through a rapid re-housing program that requires building relationships with landlords, public housing authorities, and property managers in the community.

Vice Chair Gonsher asked why the agency applied under the heading of Other Programs rather than Housing and Counseling-Related Services. Ms. Magrino said the description for the Housing and Counseling category focused more on education and training in relation to fair housing, foreclosures, and pre- and post-ownership rather than the services the Partnership provides.

Ms. Clark requested information on the supply of available housing in Fort Lauderdale. Ms. Magrino said there are many vacant rental properties, which the new position will seek out and will build relationships with landlords and property managers.

Chair Whipple asked how much funding was provided by CDBG for homeless assistance services. Mr. Brown replied that funding goes to Broward County Family Success and HOPE Fair Housing. Chair Whipple asked if the funds requested by the Partnership would be in addition to these monies. Mr. Brown confirmed this. He added that the Board may expand what can or cannot be included in the category of Housing and Counseling-Related Services in the future. Chair Whipple said the Board should also discuss HUD's regulations for agencies coming back to request more dollars.

Covenant House Florida Inc.

Nelson Bogren, Director of Special Services, stated that the 80-bed nonprofit agency provides shelter and services for homeless and at-risk youth under the age of 21. Since 1985, they have served over 34,000 clients. They provide food, shelter, and clothing, as well as an on-site residential substance abuse program, a health clinic with professional personnel, parenting education, and mental health counseling. Through this program, the agency expects to serve 250 young persons with comprehensive instruction to help them transition from the streets to self-sufficiency.

Vice Chair Gonsler noted that Covenant House received CDBG funding in 2011-12, but not in 2012-13. She asked if the program is the same as the one funded in 2011-12. Mr. Bogren said at that time, the agency's Mom and Baby program was funded with CDBG dollars. Vice Chair Gonsler asked why the application was not submitted under the heading of Youth-Related Programs. Mr. Bogren said the program is neither a traditional adult homeless program nor a children's program, as the young people are between the ages of 16-21. He advised that they had applied under Other Programs at the direction of City Staff.

Mr. Brown explained that when City Staff met with the applying agencies, they had provided them with options under which they could apply, as some agencies would qualify under multiple categories.

Chair Whipple asked how the agency had determined a particular performance indicator, the transition of youth from homelessness to a stable living environment, at 50%. He commented that this percentage seemed low. Mr. Bogren replied that this is a conservative estimate: when a client is discharged, the agency attempts to track where that client is going, but some leave without providing this information.

Ms. Shirley asked which category the program had been funded under in 2011-12. Mr. Brown said he would provide the Board with this information.

Legal Aid Services of Broward County Inc.

Patrice Paldino, Supervising Attorney for the housing unit, explained that the CDBG funds would go toward their Move On project, which educates youth aging out of foster care on their rights and responsibilities as residents of Fort Lauderdale. It supplements the services offered through the independent living program centers subsidized by the Department of Children and Families. The target population for the Move On project is approximately 60 young people, of which 15 may be represented in legal proceedings and 45 may be provided with advice and counsel. The program will also offer three educational courses to independent living providers, which may reach additional youth.

Vice Chair Gonsler asked if there were any conflicts of interest with the City regarding this project. Ms. Paldino said there were no such conflicts, and added that the Florida Bar requires attorneys to maintain confidentiality.

Chair Whipple requested clarification of the three educational courses made available to independent living providers. Ms. Paldino said this would include teaching other agencies that provide independent living services how to spot any issues that should be brought to Legal Aid's attention.

At the close of the presentations, Mr. Brown advised the agencies that the Board requests their attendance at the Monday, April 15 meeting in case additional questions arise. Decision makers from the agencies should be present in case, for example, there may be changes to their funding requests. Staff will provide each Board member with a summary sheet, which the members must return by Thursday, April 11 with their scores. This sheet will include information on the agencies' status in terms of consecutive years of funding, as well as additional points based on the non-governmental assistance provided. Agencies must receive an average score of 75 in order to be considered.

Chair Whipple asked to know the total amount of funding available. Mr. Brown said HUD had not yet supplied this information, although he was advised by that agency to expect it in April. He recommended that the Board anticipate a 10% reduction in funds. Staff will provide an anticipated amount to the members. He continued that Staff will take the Board's preliminary recommendations to the City Commission in May and final recommendations in June or July. This allows the Board time for additional consideration in case the amount of funding provided by HUD is different from the City's estimate.

Vice Chair Gonsler asked if the Board might make changes to the agencies' performance indicators at the April 15 meeting. Chair Whipple recalled that in 2012, the Board had made these changes so the performance indicators were the same for all agencies within a given category. Mr. Brown confirmed this. Chair Whipple commented that he was not happy with many of the performance indicators provided by the agencies thus far, and advised that this was another

reason for decision makers from the agencies to be present on April 15, as they would need to be on hand to discuss any changes.

Mr. Brown noted that while most of the performance indicators developed the previous year were global, there had been some differences between agencies, even within the same categories. He suggested that these indicators could be discussed on April 15 or at the regular Board meeting in May, as the City Commission will not review the performance indicators until the final recommendation is made by the Board.

Vice Chair Gonsler requested clarification of the process: the highest-scoring agency in each category, assuming a minimum score of 75, would be funded at either the total or a portion of the requested amount, and then review any remaining funds, if any, and determine how these would be allocated. Mr. Brown confirmed that this is how funding has been determined in the past. Chair Whipple advised new Board members to reach out to Staff with any questions on the process, as the Sunshine Law would preclude their asking help of other members.

Mr. Brown recalled that Chair Whipple had asked if agencies were supposed to place their proposals in binders, and confirmed that this was part of Staff's request to the agencies. Chair Whipple stated that he found a lack of clarity regarding these instructions to be distracting. Ms. Birch added that the Board should not receive information from agencies that did not follow instructions: for example, if it was explicitly stated that the information must be provided in a binder, she did not feel the Board should have received unbound applications.

Mr. Brown advised that while failing to follow some directions would preclude an agency from consideration, the Board would require the City Commission's permission in order to reject an unbound information packet. Chair Whipple asserted that Staff should have addressed this issue with the agencies at the time the materials were provided. He suggested that the Board should put procedures in place that would make the process simpler. Mr. Brown said his concern was that the Board might be asked to reconsider a proposal at a later date if they rejected it due to lack of a binder, rather than due to the proposal itself.

Ms. Hinton asked if the requirement for presentations to be bound was included in the guidelines provided to the agencies. Mr. Brown explained that the agencies are asked to submit their applications in a binder. Ms. Hinton said she felt if this was already a written instruction, the Board should not require City Commission approval to reject unbound copies. Mr. Brown pointed out that an agency rejected for this reason could file a protest with the City Commission, which could require the Board to review their application at a later time. Vice Chair Gonsler noted

that this could be an expense issue for the agencies, and offered to return her bound copies to the respective agencies.

V. Good of the Order

Chair Whipple requested an update on HOPWA funding for Legal Aid. Mr. Brown said the City has received a response from HUD and has asked the City Attorney to prepare an interpretation of this response in time for the April 16 City Commission meeting. He advised that the City's position on this issue has not changed, and the City does not wish to provide funding to Legal Aid. The City Commission will make a final decision on the issue on April 16. He advised that the letter will be emailed to the Board members.

Ms. Paldino stated that Legal Aid's position is that HUD agrees attorney-client privilege cannot be waived. She noted, however, that Legal Aid has not yet received a letter from the City regarding the details of their continued opposition. She added that there are services Legal Aid cannot currently provide for HOPWA recipients unless the issue is resolved. Services have not been provided for approximately nine clients due to the lack of HOPWA funds.

VI. Items for the Next Agenda

Mr. DeSantis said 16 clients have been deemed eligible to receive tenant voucher certificates for housing. The vouchers will be provided to these individuals at the end of April.

VII. Communications to City Commission

None.

VIII. Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 5:50 p.m.

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