

**City of Fort Lauderdale
Community Services Board
July 14, 2014 – 4:00 P.M.
City Commission Chambers – City Hall
Fort Lauderdale, FL 33301**

MEMBERS		October 2013-September 2014	
		PRESENT	ABSENT
Wendy Gonsher, Chair	P	8	2
Helen Hinton, Vice Chair	P	8	2
Benjamin Bean	P	7	3
George Bishopric	P	1	1
Ann Clark	A	6	4
Mark Fillers	A	7	3
Wanda Francis	P	9	1
Andrew Jimenez	P	6	2
Jason King	A	8	2
Chris Lovell	A	3	1
Fred Roccanti	P	2	0
Jasmin Shirley	P	9	1

Staff Present

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

Communications to City Commission

None.

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

- **Quorum Requirement – As of this meeting, there are 12 appointed members to the Board, which means 7 constitutes a quorum**

Chair Gonsher called the meeting to order at 4:00 p.m. All stood for the Pledge of Allegiance and roll was called.

II. WELCOME / BOARD AND STAFF INTRODUCTIONS

New member George Bishopric introduced himself to the Board.

III. APPROVAL OF MINUTES – JUNE 19, 2014

Motion made by Ms. Francis, seconded by Mr. Roccanti, to approve the minutes. In a voice vote, the **motion** passed unanimously.

IV. CDBG PERFORMANCE INDICATORS

Mr. Brown advised that two of the public services agencies recommended to receive Community Development Block Grant (CDBG) funding have been approved thus far. Those two are Jack and Jill Children's Center and Women in Distress, both of which would receive \$45,000. Two additional agencies, Legal Aid Services of Broward County and Broward Children's Center, were not approved by the City Commission. He explained that Staff has been asked by the Commission to submit the CDBG application of the Broward Partnership for the Homeless as a recommendation. This application was provided for the Board in their backup materials.

Mr. Brown advised that both current and previous performance indicators were provided for the Board's review in the case of agencies that have previously received CDBG funding. Chair Gonsler explained for the new members that performance indicators should be both quantitative and qualitative: for example, not only attendance figures but information showing the results of attendance.

The Board reviewed the performance indicators for Jack and Jill Children's Center. It was clarified that the performance indicators proposed by the agency are subject to change once funding is approved. Mr. Brown advised that the agencies submit monthly documentation and reimbursement requests, and a City Staff member monitors the agencies.

The Board determined by consensus that they would raise the percentage goal for one of the agency's indicators from 80% to 90%, and would substitute one of the previous year's performance indicators for one currently provided by the agency.

Motion made by Ms. Francis, seconded by Mr. Bishopric, that [the Board] bring back to Jack and Jill the revised indicators as summarized, [which are] 2012-2013's indicators 1, 2, and 4, and #2 from this year. In a voice vote, the **motion** passed unanimously.

It was explained that Mr. Brown would take the Board's recommended changes back to the agency, which would be able to come back before the Board to discuss the indicators if they wished to negotiate. If an agency does not meet its performance indicators, this may be a determining factor if they wished to apply for CDBG funding again the following year.

The Board reviewed the performance indicators proposed by Women in Distress, with Chair Gonsler asserting that the indicators should show the effectiveness of

the agency's safety plan. Mr. Brown clarified that the proposed indicators are the same as those approved by the CSB for the current funding cycle.

Motion made by Mr. Bean, seconded by Mr. Jimenez, to accept the Women in Distress proposed indicators for 2014-2015 as drafted. In a voice vote, the **motion** passed unanimously.

Regarding the proposed measurable outcomes submitted by the Broward Partnership for the Homeless, Chair Gonsler asserted that she was concerned with the agency's participation in the CDBG process "after the fact," with neither performance indicators nor a representative of the agency present at the meeting. Mr. Brown advised that the agency has been approved by the City Commission under the public services category; the Board is reviewing its application for informational purposes, so they will have an understanding of what the agency hopes to achieve when they are presented with its scorecard.

The Board discussed the summary provided by Broward Partnership for the Homeless. Mr. Brown recalled that the Board has previously funded the Partnership as well, approximately five years ago.

Mr. Bean suggested that the Board determine the agency's performance indicators based upon its stated goals. Ms. Shirley noted, however, that because the agency sought funding under the emergency food and shelter category, these should be aspects of their performance indicators. Mr. Brown pointed out that because the facility is a homeless shelter and provides many different services, the proposed goals represent those services not funded through other grant programs.

The Board determined that the agency's three performance indicators would be based on goals 2 and 3, with a minimum of 90% and 65%. Its third performance indicator would refer to use of the bus passes provided by the agency. These indicators would be returned to the agency, which would provide greater clarity on their third indicator.

Motion made by Ms. Shirley, seconded by Vice Chair Hinton, that the Board asks the agency to revise goal #2 to 90%, revise goal #3 to 65%, and develop one additional goal for the use of bus passes being used for the various aspects of reducing or addressing homelessness, as indicated in their summary. In a voice vote, the **motion** passed unanimously.

V. HOPWA DISCUSSION

Mr. DeSantis stated that the "Housing Opportunities for Persons with HIV/AIDS (HOPWA) 101" session planned for today's meeting was postponed, as he was not certain how many of the Board members who had seen the presentation

before would like to see it again. It was decided by consensus that the presentation could serve as a refresher course for those who had already seen it. It was determined that the members would be sent three potential dates and would respond to Mr. DeSantis within 48 hours stating whether or not they could attend.

Mr. Brown addressed the ongoing issue of Housing Authority units, recalling that at the June meeting, the Board had made a funding recommendation for its project-based rental program. However, following this meeting, the Housing Authority had informed City Staff that they were no longer interested in participating in the HOPWA program. The Board's recommendation was therefore not passed on to the City Commission.

Mr. Brown continued that this meant the eight-unit multi-family property and the one single-family home currently operated by the Housing Authority would revert to the City, and a competitive process will be needed to determine which existing HOPWA agency will take ownership of them. The Board will then meet again to fund that agency for the administration of the units.

Mr. DeSantis explained that it may be possible to move clients onto the tenant-based rental voucher (TBRV) program, so any delay in the administration of the units would not negatively affect individuals seeking housing through HOPWA. Once the units have gone through the RFP process, individuals currently on the project-based housing waiting list will be placed in them. Mr. Brown also noted that members of the Board may participate in the review committee during the procurement process.

Mr. DeSantis continued that the City Commission has approved the Board's HOPWA funding recommendations with no changes. There is also approximately \$1.6 million in unexpended funds remaining from previous years, as well as an as yet undetermined amount of unexpended funds from the current year. Both Broward House and Mount Olive Development Corporation (MODCO) have stated that they would like to use these one-time funds to renovate their units for greater safety and habitability.

Mr. DeSantis advised the Board that the funds the agencies are requesting are reasonable for their buildings over the long term, as renovation will lower insurance rates and improve energy efficiency. MODCO has requested approximately \$342,000, while Broward House has requested roughly \$283,000. He noted that no decision is required of the Board thus far: a decision will need to be made in September and passed along to the City Commission for approval, so all HOPWA dollars may be allocated at the same time.

VI. GOOD OF THE ORDER

None.

VII. PUBLIC COMMENTS

None.

VIII. ITEMS FOR THE NEXT AGENDA (September)

It was clarified that Mr. DeSantis would provide an executive summary of the funds requested by each agency prior to the September meeting, as well as the agencies' proposed budgets and performance indicators and a timeline for those agencies that did not plan to use one-time funding for capital improvements.

IX. COMMUNICATIONS TO CITY COMMISSION

None.

X. ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 5:32 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.]