

**BROWARD COUNTY
BOARD OF COUNTY COMMISSIONERS
HOMELESS INITIATIVE PARTNERSHIP (HIP)
PERFORMANCE, OUTCOMES, NEEDS, AND GAPS (PONG) COMMITTEE
March 14, 2019
FINAL MINUTES**

Time Called to Order: 2:30pm
Location: Governmental Center East, A-337

Time Adjourned: 3:52pm
Minutes by: Ebony Dorcelus, HIP

Members Present: **Mason Jackson**, CareerSource Broward CoC Board Rep.; **Robin Martin**, Chair, Advocate for the Homeless CoC Board Rep.; **Steve Hudson**, Broward Workshop CoC Board Rep; **Scott Russell** Broward Sheriff's Office CoC Board Rep; **Maria Hernandez**, United Way CoC Board Rep; **Silvia Quintana**, Broward Behavioral Health CoC Board Rep.; **J. David Armstrong**, Greater Fort Lauderdale Alliance Continuum of Care (CoC) Rep

Members Absent: **Sandra Einhorn**, Advocate for the Homeless CoC Board Rep.; **Silvia Quintana**, Broward Behavioral Health CoC Board Rep.; **J. David Armstrong**, Greater Fort Lauderdale Alliance Continuum of Care (CoC) Rep.; **Howard Bakalar**, Advocate for the Homeless CoC Board Rep.; **Steve Hudson**, Broward Workshop CoC Board Rep.; **Luke Harrigan**, Faith Based, CoC Board Rep

Guests Present: **Marc Esko**, Consumer Advocacy Council; **Ricard Campillo**, Guest;

Staff Present: **Rebecca McGuire** HIP; **Ricardo Moore**; Human Services; **Odilando Brito**, HIP; **Dwight Thompson**, Community Partnerships

Welcome &

Introductions: R. Martin, Chair, called meeting to order, attendees introduced themselves, and quorum was confirmed.

Approval of Minutes:

To approve February 14, 2019 Minutes.

Motion: Mason Jackson; with amendments that will be mentioned.

1. *Guest Comment page 2; what is the relevancy of the cost that is being spent for the homeless community verses the money received. – statement needs to be clarified.*
2. *Page 3: Certification of A Way Home Plan (sentence) – “A motion was made”. Needs to be corrected to “a motion was made and passed”*

Second: J. David Armstrong

Declaration of Conflict: None.

Discussion: None.

Result: Passed with corrections.

New Business:

- a. **Housing and Urban Development 2019 Notice of Funding Availability (NOFA) priority ranking discussion and timeline by R. McGuire, HIP**

We are now officially registered for the 2019 award of NoFa to be released, in April and we are in we're in the process of launching those agreements. We were fully funded and got some extra funding awards. Currently staff is waiting on the score to share with the board. The preliminary was that the score was high. Staff do not know what the bonus project will look like and have preliminary recommended to not do a bonus project this year given the fact that we're trying to launch two bonus projects from 2017, and we're still trying to really work with the community at large regarding the entire issue of March.

Currently, we have an outstanding RFP right now that will close next Wednesday at 5:00 PM with the Department of children and families. Within the next three months, we are looking to launch several new projects. A gentleman named Michael Jackson in the Jacksonville area, and is an expert on ranking and priority ranking tool who has been helpful.

We received a manual from Santa Clara, California where they routinely get brand new projects every year. They have a very large COC and were nice enough to send us their technical assistance side. They have two tools by which they rank older projects, renewal projects with data and it looks similar to our ranking tools. Santa Clara, California have an administrative tool by which they rank the new projects and then they merge them together and that is one model we will look at.

During the next PONG meeting we will be presenting what we believe will be a fair and transparent tool, keeping the elements that we used last year. Then you might see a new tool that would be for those brand-new projects who have absolutely no data.

Santa Clara has a committee of about five individuals that are not providers, and not connected with provision of service that help with screening the tool prior to it going to what they call their Executive Committee to ensure that it has been well thought out.

Suggestion: We have five people maybe from this group who would come together, and we'd have a pre-presentation, work out any kinks that we might have before we bring it to this group, or we can simply bring it to this group. This is open for discussion here.

Committee members have brief discussion and give feedback on the suggestion made by HIP staff regarding creating a working group and bringing in a presenter (Michael Jackson) to present to the PONG Committee next meeting.

The goal is to create the tool in-house, and have someone to look at it to make sure

- a. We are not violating any of the HUD rights.
- b. That does not raise red flags
- c. That the ranking is transparent and fair

After speaking with Michael Jackson in great length, it was mentioned that he has rated and ranked projects throughout the state and is often hired by COCs to come in and sit on what they call their ranking committee. If we decide to

move in that direction, we will be comfortable with him ensuring that we will not be violated. Due to how we explain our tool, policy and procedures in exhibit one for the NoFa is a high score, and we want to make sure we hit that mark.

Michael Jackson out of Jacksonville will attend the next PONG meeting as a guest to give a brief consultation. He has been recommended by the NAEH, National Alliances to End Homelessness, community, and Corporation for Supportive Housing.

b. Reallocation Discussion by R. McGuire, HIP:

Before you are contracts that were brand new out of the RFP for 2019, beginning October 1.

We decided that right after the first quarter, we would start really looking at utilization. Listed we have housing providers mainly leaving incredible amounts of money on the table.

Currently what we have started is called Contract Adjustments within a 10% range.

The team has done a lot of brainstorming on what problems are occurring and one of the first problems discovered is there is no Supportive Housing. Henderson is filled with only one or two slots.

One of the problems we noticed is there are procurement issues. If you have never submitted an application through our procurement process, we cannot do business with you via County policy.

There some staffing issues with two rapid re-housing providers, which is Hope South Florida and BPHI.

Both have a projected to leave a new calculation I did with their finance person, which is \$113,000 on the table.

They have yet to submit an invoice that has any dollar amount attached to it since October 1, mainly because of staffing of case management or housing navigator. This will be the same for Hope for South Florida.

One of issues I'm going to propose to them is that we start to use external supportive services for rapid re-housing.

The second thing we need to do with rapid re-housing, is shift the process a little. We used to do rapid re-housing where you gave first last security maybe a few more months and what we found is they were flying right back into the system up on the street because it just wasn't enough due to lack of affordable housing.

We're starting to shift that model through contract adjustments. If you need to provide a family 12 months' worth of subsidy and case management. We are trying to configure with the county attorney's office, the contracts to reflect an individual need of the family.

The money that you see on the spreadsheet for those two rapid re-housing providers will go, but it will go and be shuffled into supportive services. At the end it will help them, should they choose to use the model, we are going to highly recommend it.

Commissioners are each giving us another \$496,000 for permanent supportive housing. We need to relook at the model, house more people and see how we can minimize supportive housing issues.

Staff is proposing that three agencies get a reduction that's within 10% of their contract.

- Broward County Housing Authority at 78,000
- Broward Partnership at 50,000
- Hope for South Florida at 40,000

Committee had discussion about the breakdown of the backup documentation for the reallocation and recommended that it be more specific with detailed notes explaining the breakdown for understanding purposes moving forward.

Suggestion; I think that a paper like this needs to have some explanatory notes, some footnotes on each one of these things that tell us what's going on and try to figure out how to say it in 20 words or less.

To approve the reallocation plan for 2018/2019 general funds as presented by staff.

Motion: J. David Armstrong

Second: Sylvia Quintana

Declaration of Conflict: none

Discussion: With the understanding that some of the points Mason and others brought up are put in the minutes.

Result: Passed

The reallocation updates will be presented back to the PONG in April, with more information which means it will have to go to the commissioners.

Committee discussed suggestions on considering looking at the threshold information quarterly, and/or have a calculated formula.

c. HMIS by R. Moore

Currently staff is measuring and monitoring time limits and as we see improvements across the providers, then the next item we will need to address. We will take the same approach to where you get to hold this review for how the providers are performing. Additionally, we will be looking into accounts and create mini report card, to send out to providers which will give them opportunity to work on the areas that are impacting the time limits.

We are look on an individual case-by-case basis of provider-by-provider to find out why they're experiencing these issues and with how long it's taken to get the information into the HMIS system and then providing them some feedback and recommendations. We also are ramping up on more trainings.

Providers are aware that there is an HMIS manual and stating you have three days to get your data in and you can never have more than 3% error rate.

Committee member recommended that before the reports are presented to the PONG, that the providers see the report, and are aware that the report will be reviewed by the PONG committee.

Additionally, the recommendation for the subcommittees is that the HMIS committee is stopped as a separate standalone subcommittee, so that will probably mean, we will be getting more data and we will be serving as oversight for HMIS.

Brief update on the account process and flow chart. Letter C in column 26, the chart gives you an idea from the start to finish where the board releases the notice somewhere as you see between September and October. We are reviewing all the data that's been entered and surveys that come through.

For the projected reports will be presented at the PONG meeting to get the preliminary numbers for the bid count to move to the COC.

In the month of May, Dr. Hartigan will present to the CoC board his findings on the local questions.

d. NHAC Transition by R. McGuire, HIP

March 31st where the keys will be handed over from BOC and Saint Lawrence to BPHI. There will not be any overnight beds at the North Hac, however So it will still be 268 beds. Tomorrow, there will be a meeting with BSO to see how we can help Pompano Beach BSO or at the county to allot some law enforcement beds for individuals who may be on the street and need a place to go.

There will also be a day program, that BPHI are currently working on a draft process to see how it will work.

e. Pop-up Encampments by R. McGuire, HIP

We have our Homeless Initiative Partnership email up and running and we receive emails from constituents that report what they call "encampments". What we are going to do is bring to this group our recommendation of what we call an encampment in Broward County.

A meeting took place with law enforcement, BSO City of Fort Lauderdale, research has been done and everyone is coming to the table to kind of give us an idea of what is an encampment.

f. New Sub-Committee Recommendations by R. McGuire, HIP

- The PONG meeting will stand, and the HMIS meeting will be included in the PONG meeting.
- The Permanent Housing committee will change to a Housing Action Committee. This committee will work with landlords, housing navigators, providers, realtors, and supportive services.
- Homeless Youth and Families will have no change.
- Ad Hoc Homeless Providers and Stakeholders will stand.
- Coordinated assessment; we'll have three more meetings to finish their policy and procedures.
- Consumer Advocacy Committee will be looking to merge with the Coffee and Conversation at the library.
- Ad Hoc Central Action has sunset.

To approve New Sub-committee recommendations by staff.

Motion: J. David Armstrong

Second: Scott Russell

Result: Passed

Old Business:

a. By-Name List.

The 563 are individuals and that counts as 6-month time frame. If we look at the breakdown there are 153 households, which means 153 families that have been homeless from September up to yesterday.

Committee Discussion:

We talked about providers not spending the money. We put a lot of barriers on them that caused them not to be able to spend the money, and maybe what we need to do is tell them they can spend some of that money to support the families they're serving.

Recommendation: someone can look at what are the barriers that we have where we have the money in this last year and we don't have this thing here. Then we really look at what the true barriers are and then figure out as a team how did we tackle.

The number of homeless families that are coming into the shelter are placed on a prioritization are coming in on the hotline. The hotline is referring them to the shelter for emergency shelter only. Once they get to the emergency shelter, their placed on this prioritization list into this shelter and/or referred to HIP for rapid re-housing or permanent supportive housing.

Topic will be tabled for more discussion; what is the proper term; being housed or put in shelter. Housed – placed into permanent housing programs.

Good of the Order:

Consider having Susan to come in and address what they are doing due to a lot of the underutilized services here in Broward.

**Adjournment &
Next Meeting:**

The Meeting was adjourned at 4:15p.m.

The Next meeting will be held on April 11, 2019, @ 2:30 p.m.