

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

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

**Time Adjourned:** 3:52 pm  
**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:**

**February 14, 2019 Minutes.**

**Motion:** *Mason Jackson; with amendments mentioned below:*

- 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**

Rebecca announced that the CoC is now officially registered for the 2019 NoFA to be released sometime in April or May 2019. Hip staff is in the process confirming renewal projects. In the 2018 award the projects were

fully funded and extra funding was received to address fair market rent. Currently staff is waiting on the score to share with the board. The score will be shared at the next PONG committee meeting. Staff do not know what the bonus project will look like and have preliminarily recommended to not do a bonus project for the 2019 NoFA, since the CoC is working to launch two bonus projects from 2017 award.

We received a manual from Santa Clara, California where they routinely get new projects every year. They have a very large COC and were nice enough to send us their technical assistance manual. They have two tools by which they rank HUD Projects. There is a tool for renewal and one for new projects.

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 new projects or renewal projects who have no data.

Santa Clara, California 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:** The CoC could 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 Cockran) 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 regulations.
- b. That does not raise red flags
- c. That the ranking is transparent and fair

Michael Cockran is from Jacksonville and 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 and the Corporation for Supportive Housing.

**b. Department of Children and Families (DCF) Request for Proposal by R. McGuire (update)**

The Request for proposal will be submitted on March 29, 2019.

**c. Reallocation Discussion by R. McGuire, HIP:**

Staff decided after the first quarter, we would start looking at utilization. On the chart provided are housing providers who are projected to underutilize. Contract Adjustments have been drafted that allow for a 10% increase in funding for providers who the staff are recommending receiving one-time additional funds.

Staff are working with providers to see what the barriers are to spending funds. One issues identified is the lack of case managers to help house and support individuals once they are housed.

Rapid Rehousing providers are struggling the most with utilization. Additionally, we are looking to shift the manner in which we operationalize Rapid Rehousing programs to make them more long term.

Staff is proposing that three agencies get a reduction of their contract.

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

*The 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.*

**Motion:** *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

Further reallocation updates will be presented back to the PONG in April.

**d. HMIS by R. Moore**

Currently staff is measuring and monitoring time limits and are noticing improvements across the providers for data completeness and data timeliness. HMIS will be developing mini report cards, to send out to providers which will give them opportunity to work on the areas that are impacting the time limits.

HMIS staff will be reviewing on a case-by-case basis provider-by-provider to find out why they're experiencing technical issues and how long it's taken to get the information into

the HMIS system and then provide feedback and recommendations. We also are planning more trainings.

Providers are aware that there is an HMIS manual that dictates the timeframes for data entry at three days and a maximum data error (missing information) rate of less than 3%.

For the projected reports will be presented at the PONG meeting to get the preliminary numbers for the Point In Time (PIT) count to move to the CoC.

In the month of May 2019, Dr. Hartigan will present to the CoC board his findings on the local questions.

**e. North Homeless Assistance Center (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 H, however there 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.

**f. Pop-up Encampments by R. McGuire, HIP**

The Homeless Initiative Partnership email up receives emails from constituents that report what they call "encampments". A recommendation regarding the definition of "Encampment" will be made to the PONG for discussion and then a recommendation to the CoC Board.

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.

**g. 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 and then convene as needed.
- Consumer Advocacy Committee will be looking to merge with the Coffee and Conversation at the library.
- Ad Hoc Central Action has sunset.

**Motion:** *To approve New Sub-committee recommendations by staff.*

**Motion:** J. David Armstrong

**Second:** Scott Russell

**Result:** Passed

**Old Business:**

**a. By-Name List.**

**Families:**

The 563 are individuals within 153 families counted from a 6-month time frame.

**Committee Discussion:**

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 regarding terminology for housing versus shelter. Additionally, the committee requested back up documentation for the family number to substantiate how high it is.

**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.