

**BROWARD COUNTY  
BOARD OF COUNTY COMMISSIONERS  
HOMELESS INITIATIVE PARTNERSHIP (HIP)  
Homeless Continuum of Care Advisory (CoC) Board Meeting  
April 24, 2019  
FINAL MINUTES**

**Time Called to Order:** 10:05am

**Location:** Governmental Center East, GC-302

**Time Adjourned:** 11:17am

**Minutes by:** Ebony Dorcelus, HIP

**Members Present:** **Melida Akiti** – South Hospital District Rep.; Community Services Rep.; **JoAnn Anstett** – Homeless Providers Stakeholders Council (HPSC) Chair; **J. David Armstrong** – Greater Fort Lauderdale Alliance Rep.; **Howard Bakalar** – CoC Vice-Chair, Advocate for the Homeless; **Tom Campbell**, Ex-Officio – Broward Partnership for the Homeless, Inc. (BPHI) Rep.; **Jamie Costas** – Fort Lauderdale Police Department (FLPD) Rep.; **Dwayne Chung**; City of Hollywood Police; **Sandra Einhorn** – Advocate for the Homeless; **Tiffany Garcia** – Broward County Housing Authority (BCHA) Rep.; **Luke Harrigan**; Faith Based Rep.; **Vice-Mayor Caryl Hattan** – Broward County Housing Council Rep.; **Maria Hernandez** – United Way Rep.; **Steve Hudson**, Broward Workshop Rep.; **Mason Jackson** – Career Source Broward Rep.; **Mark Korman** – City of Pompano Beach Rep.; **Yvette Lopez** – Housing and Community Development Emergency Solutions Grant (ESG) recipient Rep.; **Robin Martin** – Advocate for the Homeless; **Carole Mitchell** – School Board of Broward County Rep.; **Danny Osley** – Formerly Homeless Rep.; **Senator Nan Rich** – CoC Chair, Commissioner District 1; **Vice-Mayor Benjamin Sorensen**, City of Fort Lauderdale; **Steve Werthman** – Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds recipient Hollywood designee Rep.; **James Whitworth** – Ex-Officio-North Homeless Assistance Center (NHAC)/South Homeless Assistance Center (SHAC) Rep

**Members Absent:** **Silvia Quintana** – Broward Behavioral Health Coalition (BBHC) Rep. **Captain Scott Russell** – Broward Sheriff's Office (BSO) Rep.

**Guests Present:** **Lisa Vecchi**, Broward Housing Solutions; **Lorraine Wilby**, The TaskForce; **Dr. Ted Greer**, Hope South Florida; **Lilly Gallardo**; The Salvation Army; **Alyse Gossman**; The Salvation Army; **Shira Fowlkes**; Broward Regional Health; **Jackeline Alers**; Hope South Florida; **Giselle Williams**, Hope South Florida; **Jade Jones**, Hope South Florida; **Gabriela Barros**; Broward County Public Schools; **Lynne Wines**; United Way **Marc Esko**, Consumer Advisory Council; **Mike DeLuca**. Broward Regional; **Cathy Stutin**; Fort Lauderdale Chamber; **Natasha Grant**, Department of Children and Family; **Keith Cavanagh**; Broward Outreach Center; **Donna Linn**, NAMI Broward; **Linda Gutheren**, NAMI Broward

**Staff Present:** **Rebecca McGuire**, HIP; **Sandy Steed**, Broward County Attorney's Office; **Ricardo Moore**, Homeless Management Information System (HMIS); **James Ellis**, Homeless Management Information System (HMIS) **Darrell Cunningham**, Community Partnerships Division; **Silvia Beebe**, Community Partnerships Division; **Kenisha Anthony**; HIP; **Ebony Dorcelus** HIP

**Call to Order & Quorum:** Senator N. Rich, Chair, called the meeting to order; E. Dorcelus completed the roll call and confirmed quorum.

**Approval of Minutes:** **MOTION:** To approve March 27, 2019 minutes.  
**First:** Mason Jackson  
**Second:** Caryl Hattan

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Passed

**CoC Board Update:** Commissioner Rich provided feedback and updates on the reports received regarding the transition with the North HAC. Commissioner Rich thanked Danny Osley and Tom Campbell for the amazing efforts they have contributed to make the North HAC transition a success.

The County has committed an additional \$800,000 of one-time funding to ensure the capital needs of the North HAC are being met.

Legislative update:

Senator Book completed a rewrite of the homeless statute (SB 1218). Representative Altman has version of this in the house (HB 1353). It appears it will pass in the House but is stalled in the Senate. The issues around passing the legislation is mainly due to the recommendation that takes funds from the Sadowski Trust.

**New Business:**

**a. Housing and Urban Development 2019 Notice of Funding Availability (NoFA) priority.**

Homeless Initiative Partnership (HIP) Administrator reviewed three ranking tools. The old ranking tools were provided to show the changes from last year's tool and the new tools for the 2019 Notice of Funding Availability (NoFA) Award.

For the 2019 NoFA, there will be two separate tools, one tool is for projects who do not have 6 months' worth of data in the Homeless Management Information System (HMIS) and the second tool is for renewal projects. The CoC will apply for bonus projects. Staff will not know until NOFA drops which is expected to be within the next three to four weeks, what the bonus project might be made up of. Staff will be encouraging anyone in the room who knows providers to apply.

For renewal projects and the ranking of data, staff will be using the Annual Performance Report (APR), starting the month prior to the release of the 2019 NOFA. For example; from if the NoFA is released in May 2019, the APR will be pulled from May of 2018 through April of 2019.

The CoC Board Committee reviews the project application threshold:

*Section A* - explains the threshold criteria. You are scored a "yes" or "no"; if you score a "no" you do not qualify and will not move forward in scoring. There will be mandatory workshops for all providers, to strengthen our reallocation and CoC as a whole.

*Section B* - a financial section worth 40 points. Do you have the elements and are you fiscally viable as a project, as an agency, as an organization to launch a brand-new project? The ranking committee will look at your score based on the review of your budget summary. Staff will look at the percentage of the funding of housing costs versus everything else.

If you are a new project, there will no longer be two separate applications. The new project application will be pulled directly from E-snaps and submitted right back into E-Snaps.

*Leverage* – is your grand total plus if your matching anything above the match. Have you secured the 25% match for HUD?  
This is what you are putting in your budget, what you say you're going to do as the provider.

*Narrative* – A few things that will be looked at during the ranking.

- How have you successfully handled grants in the past?
- Do you have a staffing plan? What is your projected budget?
- Is the project is cost effective.
- Looking at the number of people in your survey to find out what is your cost of persons served.
- Comparing to other brand-new projects that are on the table.

*Design and experience:*

- Have you done this before?
- How have you worked with this population?
- Is housing acceptable as a community and minimal?
- If you're going to do a standard size, have you done your research?
- Do you know what it looks like?
- Have you looked at what zip codes are going to be the best zip codes that you're going to target?
- Landlords. Do you have a landlord recruitment plan?

*CoC Board Committee has a brief discussion about the eligibility criteria.*

*Number six (6)- we can consider defining what the risk of becoming chronically homeless is?*

*Number eight (8)– change “no findings” to “minor findings”.*

Both changes will be made to the tools.

*Section D - agency's commitment to COC priorities*

- Agency will have to submit policies and procedures that speak to this section.
- Agency will go through the outline to ensure that participants are not screened based on certain criteria.
- Focus more on screening in rather than screening clients out.
- Coordinated entry
- Describe how you project will comply with coordinated entry.

*Renewal Overview*

*PONG will like to make a motion to approve the 2 draft tools subsequent to any changes that need to be made when the HUD NoFA is released including the changes as amended.*

**Motion:** Robin Martin

**Second:** Caryl Hattan

**Declaration of Conflict:** Tiffany Garcia; JoAnn Anstett; Tom Campbell; Steve Werthman; James Whitworth; Sandra Einhorn; Danny Osley; Ben Sorenson

**Result:** Passed

## **b. HMIS**

HMIS Staff gave brief overview, and update on the PIT Count handout for the year of 2018-2019.

Brief discussion about the PIT numbers was held. There was discussion and questions about possible reasons for the 485 unsheltered increase.

The numbers may have increased due to the 7-day bus pass incentive.

The PIT Count number of volunteers increased.

- The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) was not administered – which means less time spent on administering the surveys; from 14-15 minutes to 3-4 minutes.

*To approve the PIT Count documentation as presented by HMIS to be submitted to HUD.*

**Motion:** Robin Martin

**Second:** David Armstrong

**Result:** Passed

CoC Chair briefly announced to the CoC Board would like to have a discussion about putting together a strategic planning event for a half day. The CoC Board agreed to the upcoming discussion. Suggestions and dates to set will be discussed at the next meeting.

On May 2, 2019; 8:30am – 1:00pm; Long Key Nature Park, Broward Housing the South State Regional CoC meeting will be held.

**c. Pop-Up Encampments**

No Discussion

**d. New Sub-Committee Recommendations (Motion and Vote)**

No Discussion

**Old Business:** **Update on the Transition of the North Assistance Center by R. McGuire, HIP:**

No Discussion

**Committee**

**Reports/Updates:** No Discussion (minutes are in the binder for review).

- ***PONG Meeting –***
- ***Permanent Housing Meeting –***
- ***Homeless Management (HMIS) Meeting***
- ***Consumer Advocacy Meeting-***
- ***Coordinated Assessment Meeting-***
- ***Homeless Youth and Families Meeting –***
- ***Homeless Providers and Stakeholders Meeting-***

**Good of the Order:**

**Adjournment &  
Next Meeting:**

Meeting was adjourned at 11:17am; next meeting will be held on May 22, 2019.