



HUMAN SERVICES DEPARTMENT

**COMMUNITY PARTNERSHIPS DIVISION**

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**BROWARD COUNTY  
BOARD OF COUNTY COMMISSIONERS  
HOMELESS INITIATIVE PARTNERSHIP (HIP)  
Homeless Continuum of Care Advisory (CoC) Board Meeting  
August 28, 2019  
APPROVED MINUTES**

**Time Called to Order:** 12:38 p.m.

**Time Adjourned:** 1:37 p.m.

**Location:** Governmental Center East, GC-430

**Minutes by** Jose Melendez, Homeless Initiative Partnership (HIP)

**Members Present:** **Senator Nan Rich**, CoC Chair; Commissioner District 1; **Melida Akiti**, South Hospital District CoC Rep.; **JoAnn Anstett**, Homeless Providers Stakeholders Council (HPSC), CoC Rep.; **J. David Armstrong**, Greater Fort Lauderdale Alliance, CoC Rep.; **Jennifer Bullock**, Women in Distress, CoC Rep.; **Tom Campbell**, Ex-Officio, Broward Partnership for the Homeless, Inc. (BPHI), CoC Rep.; **Dwayne Chung**, City of Hollywood Police, CoC Rep.; **Jamie Costas**, Fort Lauderdale Police Department (FLDP), CoC Rep.; **Sandra Einhorn**, Advocate for the Homeless, CoC Rep.; **Tiffany Garcia**, Broward County Housing Authority (BCHA), CoC Rep.; **Lee Ghezzi** Broward Health, CoC Rep.; **Luke Harrigan**; Faith Based Representative, CoC Rep.; **Vice-Mayor Caryl Hattan**, Broward County Housing Council, CoC Rep.; **Robin Martin**, Advocate for the Homeless, CoC Rep.; **Carole Mitchell**, School Board of Broward County, CoC Rep.; **Danny Osley** Formerly Homeless Representative, CoC Rep.; **Silvia Quintana**, Broward Behavioral Health Coalition (BBHC), CoC Rep.; **Vice-Mayor Benjamin Sorensen**, City of Fort Lauderdale, CoC Rep.; **Cathy Stutin**, Fort Lauderdale Chamber, CoC Rep.; **Steve Werthman**, Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds recipient Hollywood designee, CoC Rep.

**Member Via Phone:** **Maria Hernandez** – United Way CoC Rep.; **Mark Korman**, City of Pompano Beach CoC Rep.

**Members Absent:** **Howard Bakalar**, CoC Vice-Chair, Advocate for the Homeless; **Steve Hudson**, Broward Workshop, CoC Rep.; **Mason Jackson**, CareerSource Broward, CoC Rep.; **Yvette Lopez**, Housing and Community Development Emergency Solutions Grant (ESG) recipient

Broward County Board of County Commissioners

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CoC Rep.; **Captain Scott Russell**, Broward Sheriff's Office (BSO),  
CoC Rep.; **James Whitworth**, Ex-Officio, North Homeless Assistance  
Center (NHAC), CoC Rep.

**Guests Present:** **Keith Cavanaugh**, BOC/MRM; **Richard Horner**, NAMI; **Lilly Gallardo**, TSA; **Alyse Gossman**, TSA; **Linda Gutierrez**, NAMI; **Jessica Abou**, BRHPC; **Anthony Ginsberg**, Voter Participation Project; **Chania Somarriba**, HSF; **Dr. Ted Greer**, HSF; **Marc Esko**, Consumer Advocacy Committee.

**Staff Present:** **Rebecca McGuire**, HIP; **Sandy Steed**, Broward County Attorney's Office; **Ricardo Moore**, Homeless Management Information System (HMIS); **Darrell Cunningham**, Community Partnerships Division; **Silvia Beebe**, Community Partnerships Division; **Maya Moore**, Broward County Attorney's Office; **Andrea Webster**, HIP; **Kavaja Sarduy**, HIP.

**Call to Order:** Senator Nan Rich called the meeting to order. You did this after her report.

#### **CoC Board Chair Report:**

Senator Rich thanked the CoC board for adjusting their schedules from 10:00 am to 12:30pm in order to be present. The Senator presented at a round table meeting, along with Congressman Ted Deutch, on the issue of aging earlier that morning. Congressman Deutch serves as a Vice Chair of the House Democratic Caucus Task Force on Aging and Families (formerly known as the Seniors Task Force). The Senator, and other partners in the community, spoke specifically about the community issues around aging. Homelessness was also a topic that was discussed. The conversations used the "Silver Tsunami" report as the basis. This "Silver Tsunami" report is a study put together by the United Way, Broward County Foundation, and the Broward Jewish Federation that shows the coming growth of the senior population. The report showed a dramatic rise for seniors of age 85 and older. The topic of affordable housing was also discussed as a major issue across all communities, but the Senator spoke to the Congressman specifically about seniors losing their homes and not being able to pay liens.

The Senator is hoping, The Broward Affordable Housing Trust may receive \$13.5 million this year. This is an increase from \$242,000 dollars received 3 years ago. Senator Rich pointed out that developers, even if they have the 90% tax credit still require additional funding that they received through gap financing, the cites and the new trust fund.

A 48-unit development called The Pride Center at Equality park in Wilton Manors will have a ribbon cutting ceremony on September 3, 2019. This is an affordable housing development for disabled elderly. This development was a partnership with the not-for-profit housing builder Carrfour. A resolution was given to the partnership at the commission meeting to recognize the work and effort.

Senator Rich spoke about "Census 2020". She expressed that the community is working hard and is it well organized. Providers around the community are focusing on how to enumerate hard to reach populations and come up with strategies to make sure that the census is filled out. Due to fact that 56% of seniors are not on the internet, helping seniors is a major issue. Because of this challenge a subcommittee for the census was formed. This subcommittee is chaired by Mr. Mark Adler (Wheels on Meals) and Natalie Castellanos (South Florida Health Foundation). The subcommittee along with the providers have signed up and attended several "Training for Trainers." The process for census 2020 will be initially a postcard and that postcard you will have the choice of online, mail or phone. Providers as they reach the community will use that postcard and assist in filling out the census, using iPads. Senator Rich noted that confidentiality is a major issue for the immigrant populace. There is information about the Federal Statue and penalties for those who violate the law. All the information can be found on their website.

During the last Broward County Commission meeting, a good report was received from the County Auditor speaking about the Community Partnerships Division and the Homeless Initiative Partnership Section. The auditor concluded that grants and contracts are administered in accordance to law and regulations. The auditor went on to say that the provisions funds are accounted for and used effectively to deliver appropriate human services. The report did mention a 2017 issue with the percentage of emergency shelters versus rapid re-housing. Senator Rich explained to the Broward County Commission that the shift to concentrate more on Rapid Rehousing. The auditor also spoke about affordable housing being a contributing factor to the misalignment of the shelter and rapid rehousing. In general, it takes 120 days to house someone where it should be at 60 days. Senator Rich became aware of stipulation that the Federal government will not reimburse rent unless the rent is reasonable. Currently the average rent for one-bedroom apartment is over \$1000 dollars. The Senator did speak to the Congressman Deutch about the issue during the early morning round table to see if Federal funding can be provided.

Senator Rich asked Dr. Rebecca McGuire to go into more details on the County Auditor's 2017 report. Dr. McGuire stated that the big recommendation that was being made since 2017 is to shift the focus from putting a lot of general fund money towards shelters and focus more on permanent housing programs. The program has put in place requests for proposals that are designed to build a more robust rapid rehousing program.

Dr. McGuire spoke about the internal taskforce that is focused on monitoring. The administration team for the Community Partnership Division is looking at how we are doing monitoring and how else we could do more of a risk-based monitoring. The focus group will come up with a clear idea on what this process should look like. Currently, all CGA's and the quality assurance department are doing the monitoring. The change of separating the contract monitoring process from HIP by another section is in the works. This change means that HIP will not be monitoring their own contracts.

Steve Werthman spoke further about the impact of lack of affordable housing how it is causing a bottleneck effect throughout the continuum of care. Lack of affordable housing delay causes rapid rehousing delays; which causes emergency shelter delays; which causes emergency overflow shelter delays. Overflow shelter is intended for a couple of weeks until the clients can get into an apartment or shelter. The financial impact is beyond what FEMA can pay and the county's target. This year alone an additional \$40,000 dollars are scheduled to hit their budget.

### **Roll Call:**

Jose Melendez, (HIP) completed the roll call and confirmed a quorum.

### **Approval of Minutes:**

**MOTION:** Approval of June Minutes for Continuum of Care Board

**First:** Vice Major Caryl Hattan

**Second:** Ben Sorensen

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Passed

### **Legislative Update**

Senator Nan Rich spoke historically how she was trying to implement a Senior Services Council like the Children Services Council of Broward. The general bill never passed. Senator Rich reported that now a local bill is currently in draft to create a Senior Services Council. If the bill is passed by the legislature, it will have to come back to Broward County for voting purposes. The additional financial assistance will create an incredible difference on all kinds of services for seniors. Once the local bill is out of final draft it will be available for review.

### **Appoint an Ad Hoc Nominating Committee for PONG Chair, CoC Chair and Vice Chair**

Dr. McGuire gave the Continuum of Care Board some background on work that has been done on the Governance Charter. The governance charter is now in accordance with the Administrative Code.

The Continuum of Care Board will be going through a "Sunset Review" that will be completed in October of 2020. During that period the service terms will be reviewed. Currently the administrative code states that you can serve 1 year, 1 term, but does not specify how many terms you can serve. Currently the board could vote to allow chair to continue if they so choose.

In the interest of formalizing the process, Ad Hoc committees would be reformulated and put together a slate of officers for both the PONG sub-committee and the CoC Board. Once they have meet, the Ad Hoc committees would present their recommendations to their corresponding committees. That committee will vote on the Chair and Vice-Chair. Senator Rich invited board members to serve in the nominating

committees and to notify her. Members of the Ad Hoc can be anybody who is on the board.

### **New Business:**

- **Review of the Governance Charter**

- The draft of the 2019 Governance Charter was approved at the PONG meeting, held on August 15, 2019. The Governance Charter was updated to appoint the CoC Board to be the representative of CoC members, per the Administrative Code and now aligns with HUD's CFR 578.7. The local Providers Stakeholders Council is the entity that can write a letter to the CoC Board and make recommendations, bring topics, gaps and needs to be voted on. The PONG is the entity that does can do the same. There are other avenues in which requests can be presented to the CoC Board or sub-committees giving everyone an opportunity to have a voice. This is in line with HUD regulations.
- A list of the CoC member seats was added. The list is divided by members who appointed by a commissioner and then member seats that are nominated by the county commission to be appointed to the board, by virtue of the organization affiliation within the community.
- The roles and responsibilities of the CoC Board was added to the charter.
- A clean-up of the conflict of interest.
- There is now a whole section that talks about the committees and sub-committees. This change is reflective of the efforts made to streamline the committees, so they are actionable committees
- Added the responsibilities of the collaborative applicant
- Added responsibilities of the HMIS Lead.
- A cleaner version of the Exhibit I, terms and definitions.

Dr. McGuire commented that the Governance Charter was vetted by a couple of different groups including an Ad Hoc Committee. The Ad Hoc Committee was comprised of members of the CoC Board; Sandra Einhorn, J. David Armstrong and Steve Hudson. Sandy Steed, Assistant County Attorney, also provided input.

Jo-Ann Anstett had a question about the committees and sub-committees posted in the charter. She noticed that the Providers and Stakeholders Council was not listed. Dr. McGuire explained that since Stakeholders Council is not a committee, the explanation of who they represent, roles, responsibilities, and scope would be detailed within the ordinance. The question was asked if it was possible to add the Provider and Stakeholder Council to the list in the charter for the purpose of clarity. Dr. McGuire will add the item as a draft to be reviewed and approved by the PONG.

**MOTION:** Approval of the Governance Charter

**First:** J David Armstrong

**Second:** Sandra Einhorn

**Declaration of Conflict:** None

**Discussion:** Steve Werthman requested that the approval of the Governance Charter be tabled until September's CoC meeting. The document was posted on the website for viewing but no formal notice was sent to the board. Mr. Werthman will like more time to review the document.

**Result:** Withdrawn

**MOTION:** Table approval of the Governance Charter

**First:** J. David Armstrong

**Second:** None

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Approved

- **Review of Written Standards**

The Written Standards were presented at the last PONG meeting as final document. Mr. Mason Jackson gave the sub-committee his feedback on how the Written Standards is missing employment screening as part of the process. Updates were made and are being presented here.

Per Dr. McGuire, Lorraine Wilby from TaskForce, gave feedback on this topic and everyone agreed that the employment screening should start at the shelter level. The employment screening in HMIS is currently in view only mode. Once this screen is shared, training and technical assistance will be provided. As people come into the shelters to do the housing barriers assessment, an employment assessment will be done as well. Both assessments will move forward at the same time and it is all incorporated into this document. The only thing that is still missing is the proper, very short employment assessment for the appendix. The end goal is to find funding that will build a robust employment training program for the Continuum of Care and provide employment navigators, that would work as liaisons at CareerSource Broward and other providers.

Dr. McGuire went through some points that reinforce sustainability for housing that was added throughout the written standards.

- Under the Continuum of Care section, a paragraph for employment was added. The same was done under Entry Assessment, Housing Shelter and Employment.
- The Corporation for Supportive Housing was secured to add the Employment tenant to the "A Way Home Plan". The CoC Board voted in February of 2019 to add a "fifth" tenant the "A Way Home" plan. Ms. Robyn Andrews is working with Mr. Mason Jackson on the employment piece. They will be reaching out to providers find out what they are doing and how the CoC provides technical assistance.

- A recommendation will be presented to the CoC Board that would outline what type of model to use. The board will vote on the completed document to be then presented to the Broward County Commission.
- A presentation will be given by Ms. Andrews to the board along with invites to focus groups within the next month.
- Addition of providers for HMIS referrals.
- This is a living document changes will be sent out to the workgroup for review. If significant changes are made, the workgroup would reconvene for approval.

**MOTION:** Approval of the Written Standards, with the caveat that as changes are made, those changes can be implemented at the workgroup level, and then come to the full CoC board on an annual basis for ratification.

**First:** Steve Werthman

**Second:** JoAnn Anstett

**Declaration of Conflict:** None

**Discussion:** Silvia Quintana wanted clarification and was ensured that the intent of the motion was to allow changes to be implemented at the workgroup level as needed, and then come to the full board once a year.

**Result:** Approved

#### **Good of the Order:**

- Tom Campbell spoke about Broward Partnerships taking over the North HAC on April 1, 2019. The organizations continues to work to bring the facility up to speed and is still in the process with assistance from the County. They are working very closely with local businesses, local faith-based community, Broward Sheriff's Office, Broward County and Solid Waste to clean up Blount road. They are looking to have a community partner to "Adopt-A-Road", specifically Blount Road. That partners sponsorship will aid in the regular cleaning of that area. Mr. Campbell commended Mr. Danny Osley and his team for doing a great job of reconfiguring the security area, changing the culture of that area, and the culture of the facility and bringing items up to standard. The remaining beds are being delivered in September for a total of 269 beds by the end of October.
- Vice Major Ben Sorensen noted that a vacancy for formally homeless member and one affordable housing developer. An affordable housing developer member is being considered as well as 2 individuals to potentially fill the formally homeless seat. This will fully staff the CoC Board.
- Sandra Einhorn on behalf of the Long-Term Recovery Coalition, reminded the Board that with Hurricane Dorian heading in our direction they should be aware of two important resources. The Vulnerable Populations Registry, which is on the Broward County website, is a critical resource for populations that stay at home during a storm, but require someone to check on them before, during and after. This list needs to be updated annually.

Members on that list need to register annually. Ms. Einhorn directed the board to be familiar with her website, [www.ltrcbroward.org](http://www.ltrcbroward.org). This webpage has a few resources that are helpful before, during and after the storm. A representative from Broward Health did mention that they received a list of 170 names from the county. The contact information came from the vulnerable adult listing and they found that the information has not been validated. Senator Rich asked that Dr. McGuire reach the folks from EOC to find out what the problem is.

- Steve Werthman asked specifically about the additional \$800 thousand dollars for the North HAC, was BPHI part of that budget? Mr. Darrell Cunningham explained that the money that is the budget will come back to the board for a full briefing once it has been finalized. There is a request for a capital plan for the North HAC, since the building was in pretty severe condition. Mr. Werthman thanked Mr. Cunningham for the assurance that budgeted money would not be distributed before approval by the CoC Board.
- Senator Nan Rich opened the floor to the public.

#### Request to Speak:

- Mr. Mark Esko spoke directly to the Board as member of the vulnerable population registry for last year and the years previous. He stated that wanted to go on the record that nobody has contacted him. Senator Rich asked for some follow up with management.
- Dr. Ted Greer, Hope South Florida, brought up the Senior Services Council idea and asked the board had any thoughts to what Miami-Dade County did in terms of the food and beverage tax. Would Broward County ever consider doing the same? Senator Nan Rich stated that this item was not popular and that we were lucky to have the transportation surtax.
- Carole Mitchell, Broward County School board, wanted to let everyone know that two weeks into the school year they have already identified and registered 1,100 students into the Homeless Education Program. This is an increase from 650 students last year during the same period. Ms. Mitchell believes that we are doing a better job identifying the students, but it is really taxing on the resources. The data from last school year was evaluated and it shows an absolute increase in homeless families. Senator Rich emphasized the importance of the upcoming census and making sure that our most vulnerable populations are counted. She also noted that children 0 to age 5, immigrants, seniors, homeless, kids coming out of foster care and special needs as the most vulnerable population groups.

#### Adjournment & Next Meeting:

**MOTION:** Senator Rich motioned to adjourn the meeting.

**First:** Vice Mayor Carol Hattan

**Second:** Robin Martin



**Declaration of Conflict:** None  
**Discussion:** None  
**Result:** Passed

Next meeting will be held September 17, 2019 at 10:00 a.m.