



Human Services Department

COMMUNITY PARTNERSHIPS DIVISION / Homeless Initiative Partnership

115 S Andrews Avenue, Room A370 • Fort Lauderdale, Florida 33301 • 954-357-6167 • FAX 954-357-8204

BROWARD COUNTY

**BOARD OF COUNTY COMMISSIONERS
HOMELESS INITIATIVE PARTNERSHIP (“HIP”)
Housing Action Committee
May 12, 2021
DRAFT MINUTES
Tom Campbell, Chair**

Time Called to Order: 3:00 pm
Location: Virtual Skype Meeting

Time Adjourned: 3:55 pm
Minutes by Kavaja Sarduy
Homeless Partnership Initiative (HIP)

Members Present: **Tom Campbell**, Broward Partnership for the Homeless, Inc.; (“BPHI”), Inc.; **Esta Tudela**, Family Success Administration Division (“FSAD”); **William King**, Broward Behavioral Health Coalition (“BBHC”); **Vincent Gardner**, Broward County Housing Authority, (“BCHA”); **Keith Cavanaugh**, Miami Rescue Mission; **Dan Lindblade**, Greater Fort Lauderdale Chamber of Commerce; **Bonnie Jellison**, Broward Partnership for the Homeless, Inc.; **Debbie Perry**, Henderson Behavioral Health; **Michael Ranglin**, Hope South Florida; **Mary Singletary**, Broward Partnership for the Homeless, Inc.; **Vilma Lopez**, Realtor; **Duane Mellor**, Homes United; **Xenia McFarling**; LifeNet for Families; **Patricia Jones**, Covenant House.

Staff Present: **Brittany Odom**, (HIP); **Dr. Kenisha Bryant**, Ed.D. (HIP), **Charley Nance** (HIP) **Dr. Rebecca McGuire**, PH.D., (HIP); **Kavaja Sarduy** (HIP).

Welcome &

Introductions: Tom Campbell, Chair, called the meeting to order at 3:10 p.m. and all-in attendance introduced themselves.

Approval of Minutes: Tom Campbell asked for a motion the meeting minutes for April 2021.

MOTION: To approve the meeting minutes for April 2021.

First: Vincent Gardner

Second: William King



Broward County Board of County Commissioners

Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Dale V.C. Holness • Nan H. Rich • Tim Ryan • Barbara Sharief • Michael Udine
Broward.org

Declaration of Conflict: None

Discussion: None

Result: Minutes were approved.

Committee Action Items:

Update on PSH/RRH Monthly Capacity: Dr. Kenisha Bryant, HIP Program Project Coordinator

Dr. Kenisha Bryant reported the Broward County Homeless Continuum of Care (“HCoC”) Permanent Supportive Housing (“PSH”) Capacity is at 120%. As a continuum there are 566 housing slots dedicated to PSH as reported in our NoFA, we currently have 678 housing slots filled with 18 referrals sent to the housing program, so that number will rise.

Broward County HCoC Rapid Rehousing Capacity is at 71.7%. As a continuum there are 269 slots and 193 slots that are filled, and we have over 23 referrals pending and 14 more new referrals going into rapid rehousing, so that number will rise as well.

Barriers: Ongoing challenges for housing providers.

Tom Campbell, reported on challenges getting clients into units and the overall market.

Bonnie Jellison, reported on environmental changes, from the beginning of the pandemic. Landlords were more than willing to fill apartments knowing that they had program support and move in expenses paid for by a program, because they were afraid that they didn't know what was going to happen with their units and their properties. Now they've had to keep people in their properties without getting payment, because people lost their jobs, they're certainly not as willing as they were in the beginning to house people. We have some, our regulars that help us all the time and are still willing to work with us, especially permanent supportive, because they understand it. However, rapid rehousing, is where the client's is going to be on their own making payments. If client can't demonstrate stability or sustainability, because they don't have a job or an income three times what the rent is. The markets are a little tougher right now, it's not moving as quickly while we're trying to place folks, especially the large families that we're seeing that are becoming homeless and coming to the shelters because they couldn't sustain their housing size needed, the rent they were paying, with that many children.

Brittany Odom noted coordinated entry is also having challenges or barriers with housing people in our shared units. We have providers that have shared units and our clients simply do not want it. Therefore, we are trying to make sure that before we send a referral to our housing providers with shared units, that the case managers, specifically at the homeless shelters, let the clients know. Some clients are willing to stay at the shelter.

Bonnie Jellison, added to the conversation, clients have been they've been sequestered. They've been in quarantine with other people. If they've been in the shelter, they've been in close proximity. Not been out wandering and getting their freedom and their exercise and all that stuff, so they don't want to be sharing housing with people.

Esta Tudela shared she has been having a lot of difficulty getting people housed, for the past year, through both of her programs, which are shared housing. She knows that Kenisha, works tirelessly to get the right referrals. However, clients might agree with shared housing, however, on the back end it's a different story. It's really difficult because vacancies are going vacant a lot longer than normally under a certain circumstance.

Review of Coordinated Entry Assessment Written Standards Policy 19A: Brittany Odom, HIP Program Project Coordinator

Brittany Odom (HIP Program Project Coordinator) presented. The Coordinated Entry team has been working with WellSky to revise our coordinated entry workflow in order to bring it into compliance with HUD data standards and just to make the whole process more efficient.

- Introduced amendment to our coordinated entry written standards to the coordinated entry work group, on May 6, 2021 Amendment Policy 19A, in which they approved the amendment.
- New workflow would involve all access points creating an entry into a coordinated entry project within HMIS. Coordinated Entry would assess and refer the client to the appropriate program.
- Visibility issues will be resolved. Providers have been having a problem viewing information from other providers. The new workflow would help eliminate that issue.
- New workflow that has been very successful in other high performing COCs, been proven successful in other COCs.
- New Process will go into effect July 1, 2021, and we'll be offering three training sessions throughout the month of June 2021, to get all of the providers onboard and to help with the transition.
- Amendment will be presented to the PONG for their approval as well.

Kenisha Bryant responded we will all work together. The process through coordinated entry, will allow everyone to have access, and view all information on a client. We are aware that housing providers need certain documentation, the committee will be presented with a chronicity packet, that Charlesy Nance is going to present. This is to ensure each provider that is engaging with the client can upload required documents or get information needed for clients to be accepted into housing. By the time it gets to coordinated entry, we're checking not only the chronicity, however, required documentation. Documentation that they are truly experiencing homelessness for 12 consecutive months or four episodes within three years and they have a documented disabling condition. When it gets to the housing provider, we want you of course, to still do due diligence to make sure you see all required documents. Now you have documentation that the person in your permanent supportive housing program is truly qualified and meets criteria for that program.

Bonnie Jellison inquired as to whether this will create a bottleneck? Will this cause some additional barriers? At least at the beginning of the process while everybody learns how to do it. There is a lot of work on the front end with the case managers, and if they're not in a shelter, then my question's always going to be, who's going to fill that out? Who's going to do that work? Is it going to be the outreach team? And I know that they're going to figure all this out and help us and give us all this information in the training. I think it's a great idea overall to make sure that

we're all on the same page and all providers are getting the clients in the system into the right programs.

Brittany Odom, responded that there would be more details in the future. This will put our Continuum in accordance with HUD's Interim Rule as well as the updated HMIS Data Standards that HUD has written. It'll help with the bottleneck because when it gets to housing providers there's missing documents and it prevents clients from being housed. This process will stop that. Clients that are not in shelters and they are literally on the street. We have an outreach team, other housing providers, and access points, that engage with our clients from day shelters to outreach workers to other partners that have access to HMIS, that may not be funded by us, but they have access to HMIS. They have access to the coordinated entry/exit and can complete the application. Coordinated entry, will check in and work with providers. This is a collaborative effort so we can avoid a provider paying for a client that is not eligible for that program. It saves the county money, and you guys money, on top of making sure people that are very vulnerable, in need of housing gets access to housing first.

Kavaja Sarduy shared that the County is going to ensure that we're here to provide technical assistance to all of our providers, as well as to all of our access points. If you have a client and you're meeting with them and they have their Social Security card maybe, this is something you can upload into the system of care so that the next meeting that you have with this client, or if another provider or access user has contact with this client, we could just start collecting these documents for the chronicity packet, because it could be a barrier for housing, like Kenisha mentioned. If the clients aren't document ready, they're just going to be on hold with that housing provider until all of their documents are provided. This is going to be a trial period for us all, but we are here to provide technical support, and we've had technical support from WellSky and our HMIS team, so we are definitely going to work this out together as a Continuum.

Appendix Chronicity Packet: Charlesy Nance, HIP Administrative Officer.

Charlesy Nance, presented a power point of the Appendix Chronicity Packet.

Landlord Recruitment Marketing: Rebecca Mcguire, Human Service Administrator.

- Signed contract to move forward with our MLS. MLS is paid for, contract signed, in the hands of the vendor, ready to launch.
- Starmark working with HIP. Prioritizing what we want to accomplish, what the County and HCoC would like our recruitment process to look like. Prioritizing social, digital media, and emails. We prioritized the micro website that the MLS will rest in. There will be some focus groups looking at the current logo that we have chosen, colors, looks, feel. We want to do some market research first and foremost to see what we've created so far, is that appealing? We have invited Starmark to our next meeting. As we're going through building this very large landlord recruitment lift campaign, where we found some more funds that we're putting into it, so we're going to be closer to probably \$50k-60k that the county is going to use to do what we're going to call as phase one.
- Update to the Website is schedule for July 2021. We definitely want the marketing campaign to be launched. We want to get out into the business community.

Approval of Coordinated Entry Written Standards Amendment Policy 19 A and Chronicity Packet:

Tom Campbell asked for a motion to approve.

MOTION: Coordinated Entry Written Standards Amendment Policy 19 A and Chronicity Packet

First: Keith Cavanaugh

Second: Vilma Lopez

Declaration of Conflict: None

Discussion: None

Result: CE Written Standards Amendment Policy 19 A and Chronicity Packet were approved.

Dashboard Power Point Presentation: Rebecca Mcguire, HIP Human Service Administrator

- PowerPoint Presentation of Dashboard
- Outward facing dashboards, dashboards that would be on our website
- Data would be Point In Time of Broward County community as far as individuals experiencing homelessness, families experiencing homelessness.
- Data could be broken into specialties. First time homeless, Veteran's, Youth, Domestic Violence, Chronicity Homeless, and individuals with disabilities, and other sub populations.
- Data for Entire Continuum of Care Performance

Housing Action Committee Goals: Kavaja Sarduy, HIP Human Service Manager

- **Goals:**
 - **Recruit Landlords to build housing stock**
 - **Recommendation:** Resources needed to provide educational awareness for landlords to fully understand eligibility requirements for all funding sources.
 - Create a workgroup of 3 individuals to recommend ideas.
 - **Craft a Dashboard we can review on a quarterly basis.**
 - **Public Awareness Campaign**
 - **Explore Funding Opportunities**
 - **Recommendation:** Mainstream Voucher Programs, Housing Choice, however, did not go into detail yet. More information will be provided after our meetings with the Public Housing Authorities.
 - Employment Tenant need to be activated.
 - **Recommendation:** Incorporate Emergency Shelter's with this goal

- **Recommended Goals:**
 - **Landlord Recognition**
 - Event (s) for Landlord Recognition
 - Recruitment efforts of landlords recruiting other landlords
 - **Landlord Retention**
 - Funding for mitigation etc. damages of property

Approval of Coordinated Entry Written Standards Amendment Policy 19 A and Chronicity Packet:

Tom Campbell asked for a motion to approve.

MOTION: Coordinated Entry Written Standards Amendment Policy 19 A and Chronicity Packet

First: Keith Cavanaugh

Second: Vilma Lopez

Declaration of Conflict: None

Discussion: None

Result: CE Written Standards Amendment Policy 19 A and Chronicity Packet were approved.

Public Comment: None

Good of the Order: None

Adjournment

The next meeting will be June 9, 2021