



HUMAN SERVICES DEPARTMENT

COMMUNITY PARTNERSHIPS DIVISION

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**BROWARD COUNTY
BOARD OF COUNTY COMMISSIONERS
HOMELESS INITIATIVE PARTNERSHIP (HIP)
PERFORMANCE, OUTCOMES, NEEDS, AND GAPS (PONG) COMMITTEE
DRAFT MINUTES
October 10, 2019**

Time Called to Order: 2:37 PM

Time Adjourned: 3:45 PM

Location: Governmental Center East, A-337

Minutes by Jose Melendez, Homeless Initiative Partnership (HIP)

Members Present: **Robin Martin**, Chair, Advocate for the Homeless CoC Board Rep.; **Mason Jackson**, CareerSource Broward CoC Board Rep.; **Scott Russell**, Broward Sheriff's Office CoC Board Rep.

Members Present

On the Phone: None

Members Absent: **J. David Armstrong**, Greater Fort Lauderdale Alliance CoC Board Rep.; **Sandra Einhorn**, Advocate for the Homeless CoC Board Rep.; **Luke Harrigan**, Faith Based, CoC Board Rep.; **Melida Akiti**, South Hospital District, CoC Board Rep.; **Maria Hernandez**, United Way, CoC Board Rep.; **Steve Hudson**, Broward Workshop, CoC Board Rep.; **Silvia Quintana**, Broward Behavioral Health CoC Board Rep.;

Guests Present: **Richard Camillo**, Resident; **Keith Cavanaugh**, Broward Outreach Center; **Mark Esko**, Consumer Advocate; **Tom Campbell**, Broward Partnership; **Lilly Gallardo**, The Salvation Army; **Tuchelle Williams**, Hope South Florida; Chania Somarriba, Hope South Florida.

Staff Present: **Rebecca McGuire**, (HIP); **Ricardo Moore**, (HMIS); **Andrea Webster**, (HIP); **Kavaja Sarduy**, (HIP); **Elizabeth Ortega**, (HIP); **Jose Melendez**, (HIP).

Welcome &

Introductions: Robin Martin, Chair, called meeting to order at 2:37 p.m. and all present introduced themselves.

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

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Roll Call: Robin Martin, Chair; completed the roll call and a quorum was confirmed.

Approval of Minutes:

Motion: Move to approve minutes for September 2019

First: /

Second: /

Declaration of Conflict:

Discussion: Robin Martin, Chair; noted that the members at this meeting are not present at the September 2019 meeting, therefore were unable to make a motion to approve the minutes. Robin requested the approval of the minutes be tabled until the next PONG meeting.

Result: Tabled

Discussion on New Committee Action Items:

Overview of Service Category Outcomes

Dr. Rebecca McGuire went over the “Housing Project Type Report” with the Committee. This report was provided at the request of PONG Committee and it provided an overview by service category for utilization.

Under “Housing Project Type Clients and Utilization” you have three columns to note: Project Type, Clients Served, and Utilization Rate.

- This report has 11 months of data (October 1, 2018 to August 31, 2019).
- The report provides the total “Utilization Rate” which is the percentage of utilized funds when compared to the budgeted amount.
- The Utilization Rate is under 90% for all project types. This is an issue that is addressed monthly with providers.
- The goal is to eventually bring the Utilization Rate up to 98% - 100%, but for now the beginning expected threshold will be 95% utilization.
- The utilization rate of two Bonus Projects from the 2017 HUD award, was affected as a result of their late approval notification from HUD. The award was not received until late 2018 and it took 4-6 months to “ramp up” the projects. An extension on both contracts will be requested from the HUD field office, so that funds are not swept unnecessarily.
- The Homeless Initiative Partnership (HIP) is working closely with the Broward County Attorneys in order to get the contracts executed as soon as possible. Delays in this CAO can have a significant impact on how soon the projects can start. This is being reviewed.

- Projects that have a historical issue with utilization are being monitored monthly in order to determine whether permanent reallocation of funds should be made. Reallocated funds will be given to a provider who utilizes all of their funds; however, they must remain in the same service category.
- When reallocating funds, those funds should move to contracts of the same service category. For example, PSH to PSH.
- This is the first year that HIP is asking County Administration to allow roll over remaining balances into the next fiscal year, in order to service more clients. It has been requested that close to \$700,000 of general fund dollars will stay with HIP instead of going back into the general holding pot.
- We have four non-pass-thru projects when we submit our applications to HUD. They submit their application with us, however when the award comes, it goes directly to them. We do not see what happens throughout the year until we request information. We are unable to track utilization.

Discussion over utilization by service category

Mr. Robin Martin agreed that providers who are not using their funding should lose the funding, but cautioned that doing so to Permanent Housing projects could leave clients without services. Dr. McGuire explained that her team has done an exceptional job figuring out the per person cost of permanent supportive housing and would leave enough money to ensure continued support of those receiving services. Additionally, funding will stay in the same service category from which it is being reallocated.

Other items that affect utilization are lack of landlords, the time frame it takes to house clients, and lack of housing navigation services. HIP is working with providers who do not have housing navigator services to adjust their budgets and create a housing navigator position to help put bodies in units.

Mr. Mason Jackson expressed that because some projects were delayed in getting started that their utilization rates might be misleading because they have less time to use 100% of their budget and should be taken into account.

Mr. Mason Jackson asked if it was possible for transitional housing or rapid rehousing providers that historically underspend by 5% to do “overload” spending at the beginning of the year and make budget adjustment towards the end in order to increase utilization rates. Dr. McGuire explained barriers faced by the provider and knowing the cost to house a person can assist with the time frame of processing referrals so that we can help providers do a better job of projecting budget expenditures. Current referral to move in time frames are around 120 days (from referral to keys). Initially, the goal is to bring this number down to less than 90 days, but ideally to be considered as high performing CoC we need to be at less than 60 days.

Broward County Attorneys (Sandy Snead and Maya Moore) were very quick in reviewing the providers contract. Both County attorneys have moved on, creating a

potential issue with contracts being sent for review several times or contracts taking several months to be approved. An additional issue is when presented with a new attorney, has their own system of review and threshold for acceptable language. This also can cause delays.

Dr. McGuire is looking at providers that left more than 10% of their HUD funds on the table for the last two to three consecutive years. That money would be potentially permanently re-allocated, and it would be part of a Bonus project Request for Proposal (RFP) the following year.

Mr. Martin wanted to know the timeframe of utilization reporting to the PONG Committee and what information will that report demonstrate. Dr. McGuire stated that for General Funds will be a quarterly report that includes both quarter and year to date percentages would work. Projects that receive Hud funds would be more difficult since they have a rolling timeframe, projects start and end at separate times of the year. Both Mr. Jackson and Mr. Martin presented the idea that for HUD funding the report should also include percent of year, actual versus budget. Captain Russell suggested a number of clients served versus projected to be served column.

Update on Well Sky (HMIS Vender)

Dr. Rebecca McGuire asked Mr. Ricardo Moore to give brief overview of what HIP is doing with Well Sky the vender for service point.

Mr. Moore met with some executives from Well Sky a couple of months ago. He shared with them some of the challenges and concerns that HIP has with the system. He got the team from Well Sky to come in and do a comprehensive system assessment. The Well Sky team looked at our workflow and process flow to determine if we are using the system as it was designed. We are at the phase now that Well Sky is going to provide a report with their findings and recommendations, including helping us align in areas where we are not fully utilizing the system. Mr. Moore got assurances from Bill Miller, Well Sky's CEO, and his intent to invest what is necessary in the application to make sure we get what we need. HIP created four focus groups that met with Well Sky. The focus groups shared their frustration with getting the reports directly with Well Sky. Mr. Moore has spoken to other communities that use the Well Sky program and might be experiencing the same issues. Broward along with other Well Sky clients can use them collective voices to leverage quicker changes from Well Sky.

Request to Speak: Lilly Gallardo, The Salvation Army.

Ms. Gallardo offer the following:

Ms. Gallardo reminded the Committee that the Salvation Army uses 100% of their HUD funding received. She looked at the utilization for non-pass-thru HUD projects who left money on the table and was concerned that HUD would grade all providers the same.

CoC Program Competition Debriefing

Mr. Mason Jackson initiated a long discussion on the Continuum of Care Program Competition Debriefing of FY 2018 handout.

Public Comments

Request to Speak: Jeff Weinberger, October 22nd Alliance to End Homelessness

Mr. Weinberger offered the following:

Mr. Weinberger wanted to know why the questions concerning assaults, violence against people on the street as well as a head trauma or TBI, were excluded from the Point-In-Time survey. Mr. Weinberger also spoke about the gross disparity of shelter access for women versus their male counterparts.

Mr. Robin Martin clarified that at the previous PONG meeting there was a discussion and a motion approved to remove the questions. Mr. Martin explained that during the subsequent CoC Board meeting, multiple members of the public spoke on behalf of keeping the questions and the Board agreed to keep the questions one more year.

Mr. Weinberger requested that the PONG Committee bring this issue to the CoC board and inquire if there is a plan to create equity in the system so that women are being sheltered as quickly as men.

Mr. Martin asked Dr. McGuire to request data and find out more about the underlying reasons of this inequity. Dr. McGuire did add that a lack of capacity is a key issue, as a result of era when the shelters were built, there was a greater need for men than women. A plan is in place to making the dorms at the Homeless Assistance center gender neutral to accommodate changing needs

Request to Speak: Lilly Gallardo, The Salvation Army.

Ms. Gallardo offered the following:

Ms. Gallardo reported that as of November 1, 2019 the Salvation Army is going back to opening 8 beds for women and at the same time will have the flexibility of opening more beds for females by converting family beds. Ms. Gallardo also stated that funding is an issue. The eight beds that are being opened will be funded by the Salvation Army. Ms. Gallardo explained that in their four open-door shelter a random selection process is used to select both men and women for the available beds. But if, as a Committee, it is decided to offer the beds to women's first and the remaining bed then be given away to men as random drawing she would not object.

Good of the order

- Mason Jackson is requesting an update on homeless gathering on the east side of the bus terminal and main library.
- Mason Jackson would like a better-defined process for the "Request to Speak" and Public opinion portion of the Committee, including an official timekeeper.

- Dr. McGuire advised the Committee that they will be receiving an invitation to the Landlord Appreciation event happening in November 2019.

Adjournment & Next Meeting:

Motion: The Chair requested a motion to end the meeting.

First: Mason Jackson

Second: Scott Russell

Declaration of Conflict: None

Discussion: None

Result: Approved

The Chair adjourned the meeting at 3:45 PM.

**The next meeting will be on November 14, 2019 at 2:30 p.m.
Governmental Center Annex Room A337**