



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  
APPROVED MINUTES  
September 12, 2019**

**Time Called to Order:** 2:37 PM

**Time Adjourned:** 4:03 PM

**Location:** Governmental Center East, A-337

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

**Members Present:** **Melida Akiti**, South Hospital District, CoC Board Rep.; **Maria Hernandez**, United Way, CoC Board Rep.; **Steve Hudson**, Broward Workshop, CoC Board Rep.; **Robin Martin**, Chair, Advocate for the Homeless CoC Board Rep.; **Silvia Quintana**, Broward Behavioral Health CoC Board Rep.;

**Members Present**

**On the Phone:** **Howard Bakalar**, Advocate for the Homeless CoC Board Rep.

**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.; **Mason Jackson**, CareerSource Broward CoC Board Rep.; **Scott Russell**, Broward Sheriff's Office CoC Board Rep.

**Guests Present:** **Keith Cavanaugh**, BOC; **Tuchelle Williams**, Hope South Florida; **Cassandra Rhett**, Hope South Florida; **Lilly Gallardo**, The Salvation Army; **Alyse Gossman**, The Salvation Army; **Lisa Vecchi**, Broward Housing Solutions; **Patricia Jones**, Covenant House Florida; **Renee Trincanello**, Covenant House Florida; **Tom Campbell**, BPHI; **Mark Esko**, Consumer Advocacy;

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

**Welcome &**

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

**Roll Call:** Robin Martin, Chair, did roll call and a quorum was confirmed.

**Approval of Minutes:**

**Motion:** Move to approve minutes for August 2019

**First:** Steve Hudson

**Second:** Maria Hernandez

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Passed

**New Business:**

**Discussion of operation of the PONG Committee**

Prior to this meeting and at the request of this Committee, Mr. Robin Martin met with Dr. Rebecca McGuire to discuss how the Performance, Outcomes, Needs, and Gaps (PONG) Committee should conduct business during meetings. . Because of the sensitivity, funding, and conflicts of interests the recommendation is that the PONG Committee follow the same format as the Continuum of Care Board does in general.

**Motion:** To run the PONG Committee in similar fashion as the CoC Board.

**First:** Robin Martin / Dr. Rebecca McGuire

**Second:** Maria Hernandez

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Approved

In passing the motion, if any member of the audience wishes to speak, they will have to fill out a "Request to Speak" form. The form will be given to the administrative assistant and the Committee Chair will call upon that person to speak

**2019 NOFA**

Dr. Rebecca McGuire met with Mike Cochran, former HUD consultant, to find ways to increase the 2019 NOFA Governance score. Increasing the overall score of the CoC, will help all projects in receiving full funding, and help protect projects in the NOFA Tier 2 ranking. A higher score also aids the CoC in the goal of becoming a High Performing CoC.

The Committee went over some of the 2018 NOFA scores and changes that are expected for the 2019 NOFA. They are as follows:

- The CoC Structure and Governance scored 38.75 out of 52 maximum points. For the 2019 NOFA a lot of work went into updating the CoC Governance Charter to be in line with HUD regulations CFR 578.7 which will increase the score.
- For 2018, the CoC Performance and Strategic Planning received 69.25 out of 77 points. The score will improve for 2019, but this should be a point of focus as a

Continuum of Care. With Mr. Cochran's guidance, the strategic vision and the "A Way Home Plan" can be operationalized.

- Overall in 2018 we scored 171.75 which is above the weighted mean score 166.75 for all Continuums of Care.
- Once the awards are given by HUD, a historical performance retrospective will be requested from Washington, DC. This will give us the information we need to put systems in place and make continued improvements.

Mr. Robin Martin, Chair, acknowledge the arrival of Committee member Melida Akiti at 2:45 pm.

## **Review of the Rating and Ranking**

Dr. Rebecca McGuire introduced Andrea Webster to present presenter of the 2019 NOFA Rating and Ranking process and results.

Ms. Webster provided the following overview of the 2019 NoFA process for scoring and ranking of the projects:

- Any providers requesting funding are required to submit an application. Applications must meet all HUD threshold requirements and are then reviewed by the County Staff for completeness. The CoC approved scoring and ranking tool is then used to score each project then rank according to the score.
- The County staff then look at the Rating and Ranking Policies and Procedures approved by the CoC and apply these to the raw scores.
- The policy was reviewed. See policy below:

## **Ranking Policy**

HUD requires Collaborative Applicants to rank all projects in two tiers. Tier 1 is defined by HUD in the NOFA as a percent of the CoC's Annual Renewal Demand (ARD) approved by HUD on the final HUD-approved Grant Inventory Worksheet (GIW). Tier 1 projects are traditionally protected from HUD cuts. Tier 2 is the difference between Tier 1 and the CoC's ARD plus any amount available for any bonus project as described in the HUD NOFA. Tier 2 projects must compete nationally for funding.

All projects will initially be ranked according to the scores from the CoC Project Scoring and Ranking tool. Projects will then be ranked according to the following criteria:

- All permanent housing projects are ranked above any transitional housing project or support services only project;
- Renewal projects, projects funded as part of a previous NOFA, will be ranked ahead of any new project applications unless otherwise instructed in the HUD CoC NOFA;

- Reallocation projects will be ranked in Tier 1 immediately above Renewal HMIS and Coordinated Entry projects;
- Renewal HMIS and Coordinated Entry projects will be automatically ranked in Tier 1, immediately above the project that straddles Tier 1 and 2, if any;
- Projects that are deemed essential to the CoC, but which would be at risk of loss of funding if placed in Tier 2, will be ranked at the bottom of Tier 1;
- Tier 2 Project components will be organized to best maximize the CoC Consolidated Grant Overall Score;
- Planning Projects are not ranked;
- The Ranking tool approved by the CoC board in April 11, 2019 is used to measure the projects performances and capacity. The HMIS Annual Performance Reports are used to review data quality and performance. The tool also looks at the CoC participation and commitment to local priorities such as Housing First models and both the HIC and PIT count. Financial data such as cost effectiveness and historical use of funds were also taken into account;
- Renewal and new projects are scored in three distinct categories:
  - Standard Renewals, Projects operating longer than 6 months. There are 23 total Standard Renewals listed;
  - First-time Renewals, Projects that were funded in the previous NOFA and have less than 6 months of data available. There are 2 First-time Renewals listed;
  - New Projects, Projects applying for the first time. There are 2 New Projects listed;
- HUD requires collaborative applicants to break all the projects into two tiers:
  - In Tier 1 the funding for projects is protected;
  - Tier 2 the projects have to compete nationally for funding and are at risk for defunding;
- HMIS is always ranked first to protect the funding;
- CoC planning grant is not ranked but it is listed in the priority listing so everyone can see the amount of funds that are being used;
- All permanent housing projects, they will be ranked above any transitional housing or supportive service projects;
- Renewal projects are ranked above all New Projects;

- In case of the same HUD score causes a tie in the ranking tool, the percent amount of unspent funds will be used as a tie breaker. The agency that used their funding 100% would rank higher than the provider that did not;
- The maximum total amount that is being requested from HUD is \$10,375,950 million. Project funding requests are added up (based on the ranking) until the maximum total amount is reached. Any project that ranked low and that fell under the maximum total will be moved to Tier 2. If a project's funding request ranked partially in Tier 1 then the remaining amount will rank at the top of Tier 2.

There was robust discussion regarding the re-allocate HUD funding this year for those projects who significantly underutilize but ranked higher than those who utilized 100% of their funds. The reallocation process will be reviewed beginning in January of 2020 to evaluate those projects who continue to fiscally underutilize.

There was additional discussion about the policy and procedures for scoring and ranking. This policy will be reviewed annually to evaluate if the priorities remain the same for ranking or if the CoC Board would like to change the priorities. Consideration regarding special sub populations as defined by HUD will also be considered in the update of the Scoring and Ranking policy and procedures.

Mr. Robin Martin, Chair, opened the floor to Request to Speak from the public in attendance.

**Request to Speak:** Lilly Gallardo, The Salvation Army

Ms. Gallardo shared the following:

The NOFA applications are for funding in the year 2021. The Salvation Army saw an increase of families in need of transitional housing, so they adjusted their application for this year's NOFA to help families. They currently have 50 beds for individuals and 84 beds for families with children. They adjusted their application to service more families with 134 beds for 42 families. The Salvation Army's funding for the 2019 NOFA was ranked 24<sup>th</sup> overall. Of the Salvation Army's project funding, 39% of funding is in Tier 1 and 61% in Tier 2. This will affect the number of families served down to 16 families and 36 children. The Salvation Army is losing around \$175,000 dollars in funding from the General funds and if the Tier 2 percentage (which equals to \$317,948 dollars) gets de-funded, they will lose a total of \$492,948 dollars in transitional housing dollars.. The Salvation Army believes that transitional housing is needed because not everybody is ready for permanent housing.

**Request to Speak:** Renee Trincanello, Covenant House.

Ms. Trincanello shared the following:

Ms. Trincanello echoed what Ms. Gallardo said about transitional housing no longer being identified as a necessity, as it was automatically ranked below permanent housing projects. The score number of 117 that the Covenant House received is 20 points less than previous. The new score was affected by the automatic ranking along with not perform stellar on the outcomes (when it speaks to specifically total persons exiting to positive housing

destinations). Every year Covenant House uses 100% of the funding received. Their program serves youth, who are a vulnerable and specialized population and were identified as a prioritized sub population by HUD. Ms. Trincanello indicated she did not want to change the score, but make the Committee aware and consider other opportunities for funding that could help them as a provider and the people that they serve.

**Motion:** To accept the recommendation of the Rating and Ranking list as provided by HIP staff and present it to the Continuum of Care Board meeting.

**First:** Melida Akiti

**Second:** Steve Hudson

**Declaration of Conflict:** None

**Discussion:** See Above

**Result:** Approved

### **Point-In-Time Local Questions**

The Committee went over 14 local questions and asked for opinions and suggestions.

- Question 2 Have you lived in an encampment? There was a concern about the word encampment and how would be interpreted or define. Dr. McGuire explained that homeless individuals tend to be familiar with the terminology and the desire outcome is for them to tells us where they have been.
- Question 4 Do you have HIV/AIDS? The Committee decided not to use this question. The question seemed intrusive for such an informal document. This question was removed.

**Motion:** Approve the Point-In-Time local questions, adding questions one, two, and three.

**First:** Silvia Quintana

**Second:** Steve Hudson

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Approved

### **HMIS Manual Review**

Dr. Rebecca McGuire did a presentation at the Homeless Providers and Stakeholders Council (HPSC) on September 11, 2019. The presentation went over HMIS manual and how it would impact providers. There were no objections or revisions to the document from the HPSC meeting.

**Motion:** Approve the revised HMIS Manual.

**First:** Melida Akiti

**Second:** Maria Hernandez

**Declaration of Conflict:** None

**Discussion:** None

**Result:** Approved

**Update of Wellsky (HMIS Vender)**

This issue was tabled for the next PONG Committee meeting.

**Good of the order**

None

**Adjournment & Next Meeting:** The Chair adjourned the meeting at 4:03 PM.

**The next meeting will be on October 10, 2019 at 2:30 p.m.  
Governmental Center Annex Room A337**