

DRAFT
City of Fort Lauderdale
Community Services Board
January 13, 2014 – 4:00 P.M.
City Commission Chambers – City Hall
Fort Lauderdale, FL 33301

| MEMBERS | | October 2013-September 2014 | |
|---------------------------|---|------------------------------------|---------------|
| | | PRESENT | ABSENT |
| Richard Whipple, Chair | A | 2 | 2 |
| Wendy Gonsher, Vice Chair | P | 4 | 0 |
| Benjamin Bean | P | 3 | 1 |
| Margaret Birch | A | 3 | 1 |
| Ann Clark | P | 4 | 0 |
| Mark Fillers | P | 2 | 2 |
| Wanda Francis (arr. 4:14) | P | 3 | 1 |
| Helen Hinton | P | 3 | 1 |
| Andrew Jimenez | A | 1 | 1 |
| Jason King | P | 4 | 0 |
| Jasmin Shirley | P | 4 | 0 |

Staff Present

Mario DeSantis, Liaison and Housing Administrator
Jonathan Brown, Manager, Housing and Community Development
Marcia Gair, Administrative Aide
Diana Alarcon, Director of Transportation and Mobility
D'Wayne Spence, Assistant City Attorney
J. Opperlee, Recording Secretary, Prototype, Inc.

Communications to City Commission

None.

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

- **Quorum Requirement – As of January 7, 2014, there are 11 appointed members to the Board, which means 6 constitutes a quorum**

Vice Chair Gonsher called the meeting to order at 4:03 p.m. Roll was called and all stood for the Pledge of Allegiance.

II. WELCOME / BOARD AND STAFF INTRODUCTIONS

It was noted that a quorum was present at the meeting.

III. APPROVAL OF MINUTES – DECEMBER 9, 2013

Mr. King noted the following correction to the minutes: he arrived at the December 9, 2013 meeting at 4:15 p.m.

Motion made by Mr. Fillers, seconded by Ms. Clark, to accept with the time change. In a voice vote, the **motion** passed unanimously.

The following Item was taken out of order on the Agenda.

V. BUSINESS TAX APPLICATION

Assistant City Attorney D'Wayne Spence explained that there was an application before the Board for the review of a certificate of public convenience and necessity for vehicles for hire. Although the Board has requested that it be removed from their duties and obligations. This obligation has arisen prior to the requested Ordinance change to the Board's duties. The Board is asked to make a recommendation on the Application which will be sent to the City Commission.

Attorney Spence reviewed the three criteria that must be met:

- The Application itself;
- The Applicant's violation history; and
- Testimony of the Applicant and any members of the public.

He concluded that once a recommendation is made on this Application, Staff will follow up to make appropriate changes to the Ordinance, which will ensure items of this nature no longer come before the Board.

Diana Alarcon, Director of Transportation and Mobility, assured the Board that the current Application has been thoroughly vetted and meets the City's future wants and needs. The vehicle in question will be used for sightseeing purposes.

Ms. Francis arrived at 4:14 p.m.

Motion made by Mr. Fillers, seconded by Mr. Bean, to approve. In a voice vote, the **motion** passed unanimously.

III. CDBG REVIEW

Mr. Brown recalled that after the December CSB meeting, Staff was asked to make requested changes to the Community Development Block Grant (CDBG) application and checklist. These documents were provided to the Board, along with dates for the Annual Action Plan and public service application processes.

The Board members reviewed the updated application and checklist, noting minor language corrections. Mr. Bean expressed concern with the "fatal flaw" language in

particular, which he felt should be less stringent so minor submission errors did not result in rejection of the application. Mr. Fillers also felt that characterizing these mistakes as fatal flaws, particularly in relation to community service, was distasteful. Vice Chair Gonsher and Ms. Hinton did not agree, asserting the importance of submission requirements 1 through 7 in particular. Mr. Brown advised that Staff would emphasize the need to adhere to the checklist when working with prospective applicants.

The members discussed the fatal flaw language further, noting that some Board members might feel certain errors were fatal while others perceived them as less critical. Vice Chair Gonsher observed that this language had been discussed and approved at previous Board meetings. Mr. Bean noted that the fatal flaw language was more likely to affect small organizations with limited resources than applications from larger agencies.

Motion made by Mr. Bean, seconded by Mr. King, that the Board simply change the language in paragraph 2 in the first and second sentences, the two “musts” to “shoulds,” and the rest of [the document] go forward as drafted. In a roll call vote, the **motion** resulted in a 4-4 tie (Vice Chair Gonsher, Ms. Clark, Ms. Hinton, and Ms. Shirley dissenting).

It was noted that a tied vote meant there would be no changes to the document.

Motion made by Mr. King, seconded by Ms. Clark, to vote again on the same exact topic [and] just move forward with the guidelines as written. In a roll call vote, the **motion** passed 7-1 (Mr. Fillers dissenting).

The Board briefly discussed the previous motion for clarification. Mr. King stated that he had believed this to be a re-vote on the motion that resulted in a tie rather than a new motion, and advised that he wished to change his vote due to this misunderstanding.

He restated his **motion** as follows: **motion** made by Mr. King, seconded by Ms. Clark, to move forward as a body to consider applications based on the guidelines as written under CDBG Public Services Application Information, including number 2: that each agency must submit one original and 13 copies of the application package; each package must be placed in a binder; and each question’s last section of the application must [include] the correction that [the Board] advised Staff to make; be labeled and separated by dividers because of the conversation [the Board] had with [Mr. Brown] about how [the Board is] going to continue to have very worthy causes come across this desk and [the Board] can have a way to just simply score organizations that are just making simple errors.

In a roll call vote, the **motion** passed 6-2 [Mr. Bean and Mr. Fillers dissenting].

The members briefly discussed CDBG scheduling, as the Board will be provided with the agencies' proposals prior to their March meeting and will hear oral presentations in April. It was determined that if an additional date is needed to hear presentations, meetings would be held in City Commission Chambers on April 8 and elsewhere on April 9 if necessary.

V. HOPWA UPDATE

Mr. DeSantis reported that he had performed a site visit to Minority Development and Empowerment Inc. (MDEI) after the Board's recommendation in December that this agency receive no further funding from Housing Opportunities for Persons with HIV/AIDS (HOPWA). There were also issues related to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as HOPWA files on the premises were unsecured.

After further discussion with Staff and the City Attorney's Office, a letter was sent to MDEI informing them that no further reimbursements would occur due to these and other issues. MDEI must respond before Thursday, January 16. The Board's recommendation to cease funding this agency will go before the City Commission on January 22. He recalled that the recommendation also stated Care Resources and SunServe would receive equal portions of the funding originally intended for MDEI.

The Board discussed the clients served under MDEI's funding category, who receive assistance in obtaining and maintaining housing and developing stable housing plans. Once the Board's recommendation is approved by the City Commission, Care Resources and SunServe will make any necessary hiring adjustments in order to serve former MDEI clients. Mr. DeSantis concluded that no funding was provided to MDEI in 2013, and any funds previously given to this agency were fully validated by Staff.

He moved on to the recapture of Housing Authority units, stating that Staff is discussing this issue internally and more information is expected to be available in February. SunServe is currently working with the Housing Authority to assist eight clients in the project-based housing program. Once the organization that will assume control of the Housing Authority units has been identified, the clients will be transferred to this agency for supportive services.

Mr. DeSantis continued that there has been a reduction in funding for the short-term rent, mortgage, and utility (STRMU) and permanent housing placement (PHP) programs. He will work with the Broward Regional Health Planning Council (BRHPC) to develop options on how subsidies in this program can be reworked. County-wide community forums will be held in order to hear feedback from individuals served by this program. This feedback and other findings will be presented to the CSB in May. Information will also be provided on the total unspent dollars from previous years, as well as how these unspent funds may be used. Mr. DeSantis stated he would send this

information to the Board members at least one week in advance of the next scheduled meeting.

He concluded that the next three-year HOPWA RFP cycle will begin during the next fiscal year. The goal is to provide the Board members with at least two months in which to review these applications and information.

VII. GOOD OF THE ORDER / PUBLIC COMMENTS

Pablo Calvo, representing United Way of Broward County, provided a brief overview of a new housing program, Supportive Services for Veteran Families. It is a one-year program for homeless veterans and is similar to the STRMU/PHP program provided under HOPWA. The program is open to all veterans defined as low-income clients within Broward County. The Broward Regional Health Planning Council, Legal Aid Services of Broward County, and the Urban League of Broward County are working with United Way to help serve veteran clients. Mr. Calvo distributed pamphlets describing the program.

Mr. Fillers requested information from the PROVIDE system when reviewing HOPWA agencies that apply for funding. Mr. DeSantis said this information could be provided to the Board members in the form of a scorecard, which would be similar to those used by CDBG agencies. He added that he would update the members on the MDEI and Housing Authority issues at the next meeting, along with an overview of the total unused funds from previous years by agency and by program. It was also noted that a brief update from HOPWA agencies would be requested at the February meeting as well.

VIII. ITEMS FOR THE NEXT AGENDA

Mr. Brown advised that the next Board meeting will focus entirely on HOPWA. He will also inform the Board of the number of potential CDBG applicants who have expressed interest in that program.

IX. COMMUNICATIONS TO THE CITY COMMISSION

None.

X. ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 5:31 p.m.

[Minutes prepared by K. McGuire, Prototype, Inc.]