



CITY OF FORT LAUDERDALE

APPROVED
Meeting Minutes
City of Fort Lauderdale
Community Services Board
March 9, 2020 – 4:00 P.M.
City Commission Chambers, City Hall
Fort Lauderdale, FL 33301

October 2019-September 2020

MEMBERS		PRESENT	ABSENT
Noah Szugajew, Chair	P	6	0
April Kirk, Vice Chair	P	4	3
Jonathan Bennett	A	2	3
Elizabeth Cupido	P	6	0
Christina Disbrow	P	3	3
Mary Kinirons	P	5	1
Richard Morris	A	4	2
Christi Rice	P	6	0
Terra Sickler	A	4	2
Marisol Simon	P	6	0
Dana Somerstein	P	5	1

Staff Present

Avis Wilkinson, Housing Programs Administrator / Staff Liaison
Eveline DeSousa, Housing and Community Development
Lisa Tayar, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

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

- **Quorum Requirement – As of March 4, 2020, there are 11 appointed members to the Board, which means 6 constitutes a quorum**

Chair Szugajew called the meeting to order at 4:03 p.m. The Pledge of Allegiance was recited and roll was called.

II. WELCOME / BOARD AND STAFF INTRODUCTIONS

III. APPROVAL OF MINUTES – FEBRUARY 10, 2020

Motion made by Ms. Simon, seconded by Ms. Somerstein, to approve the minutes. In a voice vote, the **motion** passed unanimously.

IV. CSB BUSINESS

None.

V. CDBG

- **CDBG Application Review Process**
- **Explanation of Scoring Tool**

Ms. Wilkinson provided the Board members with copies of the Community Development Block Grant (CDBG) application. Applicants will make presentations to the Board at the April 13, 2020 meeting, which is expected to last from 4 p.m. to 7 p.m., after which time the Board will rank applications. Only those proposals that provided all required sections of the applications will be considered for funding. Board members must score each application independently, in compliance with the Sunshine Law.

Ms. Wilkinson noted that the CDBG applications include sections to be completed by both Board members and Staff. Scoring sheets must be submitted to Simone Flores of Housing and Community Development Staff via email by March 27, 2020. Each Board member must bring his/her original scoring sheet to the April 13 meeting. They will record their final scores upon completion of the presentations and will turn in their signed scoring sheets to Staff.

Vice Chair Kirk asked if a digital copy of the scoring sheet will be available. Ms. Wilkinson replied that she would check with Board Liaison Rachel Williams and ensure that digital copies are provided. She reviewed the application, which includes sections addressing need, program description, agency information and management capacity, and financial information. Ms. Williams and Ms. Flores will be available to assist with questions about the applications. Agencies that have not received funding within the last three years receive an additional five points in scoring.

VI. HOPWA

Eveline DeSousa of Housing and Community Development reported that Staff and Broward Regional Health Planning Council (BRHPC) are developing a program of wraparound services, which include emergency vouchers for support services such as vocational training, job placement, career services, children's services, and others that help sustain individuals receiving Housing Opportunities for Persons with HIV/AIDS (HOPWA). These services will use new software known as Careware, which is expected to go live in approximately July 2020.

Clients who have previously received wraparound services in the program will assist Staff, as HOPWA clients may feel comfortable working with individuals who have used these services in the past. Ms. DeSousa emphasized that the City will be involved in

administering the new program, primarily its housing component. They will also develop an intensive case management program by which different services are brought together. Additional information will be provided to the Board in the future.

Vice Chair Kirk advised that she attended this recent meeting. There is \$3.5 million available, of which Broward and Miami-Dade would receive roughly \$1.7 million each. Areas of focus include pregnant individuals with HIV who are experiencing unstable housing, as well as transgender individuals. She was confident that the agencies working together can address the needs of these communities. This will require reopening the waiting list for certain services, such as vouchers for transitional housing. She also emphasized Ms. Williams' contributions and expertise in advancing concerns and issues.

Chair Szugajew asked if the program is geared toward housing or supportive services. Vice Chair Kirk replied that the funding is geared toward housing, while the dollars dedicated by agencies toward case management will go toward wraparound services, particularly for the two target populations. The City is looking at ways to assist with leases. Ms. DeSousa added that the City will also help to fund the more intensive case management process. Vice Chair Kirk recalled that the Board has voted to dedicate rollover funds to these services.

Vice Chair Kirk further clarified that one goal of the meeting was to move away from systems based on vouchers: for the first 30 to 60 days, clients could receive hotel vouchers, during which time they would begin receiving wraparound services until they are able to move into more stable housing. No date has been set thus far for the next meeting to discuss wraparound services.

VII. GOOD OF THE ORDER

None.

VIII. PUBLIC COMMENTS

Francisco Gomez, Housing Services Manager for Care Resource, reported that because this agency receives state funding, they will also transition to the Careware software system.

IX. ITEMS FOR THE NEXT AGENDA

Chair Szugajew noted that the April 2020 meeting is likely to be lengthy, as the CDBG applicants will make their presentations at this time.

X. COMMUNICATIONS TO CITY COMMISSION

Vice Chair Kirk recommended that the Board await additional information on changes to the HOPWA program before sending another communication to the City Commission.

XI. ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 4:37 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

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