



CITY OF FORT LAUDERDALE

**Approved**  
**Meeting Minutes**  
**City of Fort Lauderdale**  
**Community Services Board**  
**City Commission Chambers, City Hall**  
**February 14, 2022 – 4:00 P.M.**

<b>MEMBERS</b>		<b>PRESENT</b>	<b>ABSENT</b>
Marisol Simon, Chair	P	7	1
Christina Disbrow, Vice Chair	P	4	1
Pamela Aiken	A	1	3
Emma Collum	A	1	5
Elizabeth Cupido	A	3	2
Christi Rice	P	3	1
Shackera Scott	A	1	1
Terra Sickler	A	0	4
Dana Somerstein	A	1	3

**Staff Present**

Rachel Williams, Housing and Community Development Manager  
Eveline Dsouza, Administrative Supervisor, Housing and Community Development

**Communication to the City Commission**

None.

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

- **Quorum Requirement – As of February 1, 2022, there are 8 appointed members to the Board, which means 5 constitutes a quorum**

Chair Simon called the meeting to order at 4:05 p.m. and the Pledge of Allegiance was recited. It was noted a quorum was not present at the meeting.

**II. WELCOME / BOARD AND STAFF INTRODUCTIONS**

**III. APPROVAL OF MINUTES – NOVEMBER 8, 2021**

In the absence of a quorum, minutes could not be approved at this time.

**IV. CDBG UPDATE**

- **Procedure for FY 22-23 application process**
- **Schedule for the application process**

Ms. Williams explained that the Board will review applications for the Public Service and Community-Based Development Organization (CBDO) categories of the Community Development Block Grant (CDBG) program. Applicants are currently working to complete their applications by the deadline of February 25, 2022.

Once these applications have been received, Staff will review them for compliance and distribute them to the Board. The Board will have just under one month to review the applications. Presentations and question/answer sessions are scheduled for April 11-12, 2022. The April 12 date may not be necessary. After the Board makes its recommendations, they will send them to the City Commission for final approval.

Ms. Williams estimated that up to eight agencies participated in the pre-application process, including two certified CBDOS.

#### **V. HOPWA Update**

- **BRHPC – PHP program goals for FY 20-21 and FY 21-22 update**

Ms. Dsouza noted that the goal for BRHPC's Housing Opportunities for Persons with HIV/AIDS (HOPWA) fiscal year (FY) 21-22 contract was updated to 100 clients before the end of the FY 20-21 fiscal year. The goal for the permanent housing placement (PHP) program continues to be 100 clients served.

- **City of Fort Lauderdale opens TBRV wait, procedure**

Ms. Dsouza reported that the City's tenant-based rental voucher (TBRV) waiting list opened earlier today. The portal will remain open until Friday, February 18, 2022 at 5 p.m. A randomized methodology will be used to select 100 applicants for placement on a final waiting list. The agencies that received funding for the TBRV programs will review this final list and select applicants based upon their position within the list. Because the Board approved an additional \$100,000 per housing voucher provider, an additional 15 to 20 clients will be covered this year.

#### **VI. JANUARY 10<sup>TH</sup> MEETING; COMMUNICATION TO COMMISSION**

Chair Simon recalled that at the January 10, 2022 meeting, the Board had requested permission from the City Commission to hold hybrid meetings. Ms. Dsouza explained that this request went before the Commission for brief discussion; however, the Commission decided to maintain the status quo of in-person meetings only. The Board may re-send their request via communication to the City Commission at a later meeting if they wish, although it is not known whether or not a second request would receive a different outcome.

It was noted that one option discussed at the January 10 meeting was for the Board members to continue to meet in person but offer provider agencies the option of remote

attendance. Another suggestion was to hear feedback on this topic via public comment at today's meeting as well as at subsequent meetings.

## **VII. GOOD OF THE ORDER**

Vice Chair Disbrow asked what the City Commission or City Staff can do to fill open positions on the Board. Ms. Williams replied that it is unlikely these vacancies will be filled prior to the CDBG review process, but encouraged the Board members to reach out to interested members of the community who may wish to serve on the Board. Ms. Williams also noted that the City Clerk's Office sends out information on open board/committee positions on a weekly basis. The Neighborhood Leadership Academy may also be a program from which volunteers may be recruited.

## **VIII. PUBLIC COMMENTS**

None.

## **IX. ITEMS FOR THE NEXT AGENDA**

Chair Simon noted that the Board will discuss hybrid meetings further at the March 14, 2022 meeting. Ms. Dsouza added that the Board members will receive CDBG application packets in March as well. They will also receive the ranking tool and prior applications for review.

## **X. COMMUNICATIONS TO CITY COMMISSION**

None.

## **XI. ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned at 4:25 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.]