



CITY OF FORT LAUDERDALE

**APPROVED**  
**Meeting Minutes**  
**City of Fort Lauderdale**  
**Community Services Board**  
**City Commission Chambers, City Hall**  
**February 13, 2023 – 4:00 P.M.**

| <b>MEMBERS</b>               |   | <b>PRESENT</b> | <b>ABSENT</b> |
|------------------------------|---|----------------|---------------|
| Christi Rice, Chair          | P | 5              | 0             |
| William J. Dunne, Vice Chair | P | 5              | 1             |
| Wismy Cius                   | P | 9              | 2             |
| Gary Hensley                 | P | 9              | 1             |
| Sharon Hughes                | P | 3              | 2             |
| Ronald Pierre                | P | 4              | 3             |

**Staff Present**

Rachel Williams, Housing and Community Development Manager  
Eveline Dsouza, Administrative Supervisor, Housing and Community Development  
Carla Blair, Recording Secretary, Prototype, Inc.

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

- **Quorum Requirement – As of February 1, 2023, there are 6 appointed members to the Board, which means 4 constitutes a quorum**

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

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

**III. APPROVAL OF MINUTES – January 9, 2023**

**Motion** made by Vice Chair Dunne, seconded by Mr. Hensley, to approve. In a voice vote, the **motion** passed unanimously.

**IV. CDBG AND HOPWA 1<sup>ST</sup> QUARTER PERFORMANCE REVIEW**

Chair Rice recalled that the Community Development Block Grant (CDBG) and Housing Opportunities for Persons with HIV/AIDS (HOPWA) agencies were asked to provide written reports and have a representative present at today’s meeting to answer questions from the Board.

Mr. Pierre arrived at 4:03 p.m.

The Board began with CDBG agencies, with Chair Rice noting that Jack and Jill Children’s Center did not list any expenditures for the first quarter. She advised that this

has been an ongoing challenge for that agency, as they have had difficulty identifying clients who can use the scholarships their CDBG funding provides. She asked if there are other eligible expenses for which the Board could recommend the allocation of CDBG dollars.

Ms. Williams replied that Jack and Jill Children's Center cannot spend CDBG dollars on scholarships at this point because they have received an increase in other funding. The agency is considering reorganization and different ways they could use the funds, as there is still a need for these dollars. They have indicated they would forfeit their funds so they can be used by other entities.

Ms. Williams continued that Hope South Florida offers a tenant-based rental program for which funds could be used; however, this program is funded through the HOME program, which does not allow case management as an eligible activity. CDBG funds may, however, be used to support the administration of HOME. Staff would like to bring this proposal before the Community Services Board (CSB) to determine if the CDBG dollars could be awarded to fund a case manager so the tenant-based rental program can continue.

Chair Rice noted that roughly \$43,000 was awarded to Jack and Jill in fiscal year (FY) 2023. The cost of a case manager is approximately \$62,000. She asked where the additional funds might come from. Ms. Williams replied that Jack and Jill would also release a portion of their funds from the previous fiscal year. Both sources would combine to meet the cost of a case manager for Hope South Florida.

Chair Rice asked if Hope South Florida will submit a formal proposal for the funds. Ms. Williams replied that the Board may make their decision on reallocation at today's meeting, but noted that no formal application has been submitted by Hope South Florida thus far.

Vice Chair Dunne asked if the documentation provided at today's meeting was sufficient for the reallocation. Ms. Williams indicated that it would be enough, noting that Jack and Jill sent an email stating that they would forfeit the funds. She clarified that the forfeiture may not carry over into future years.

Ms. Dsouza also noted that Jack and Jill is currently at full capacity and cannot add more students at this time. Forfeiture of the FY 22-23 funds will allow them to apply for funding again in FY 23-24.

**Motion** made by Mr. Hensley, seconded by Ms. Hughes, regarding Hope South Florida and allocating the approximately \$60,000 funds to a case manager position. In a voice vote, the **motion** passed unanimously.

Chair Rice addressed HOPWA, asking if the change in fair market values according to the U.S. Department of Housing and Urban Development (HUD) will affect current

HOPWA clients. Ms. Williams explained that Broward County had applied for an area-wide exception so they can use a different rent standard from HUD's fair market value. All affected agencies have been notified.

Mr. Cius asked how many additional clients may be served through the rent standard exception. Ms. Williams replied that many clients in HOPWA's tenant-based rental voucher waiting list are now able to find apartments. The current waiting list was opened in 2022 and included roughly 100 applicants. Most of these applicants have been vetted and were able to receive vouchers if eligible.

## **V. BROWARD HOUSE AND MODCO PROPOSAL PRESENTATION**

Ms. Williams reminded the Board that these presentations represent unsolicited proposals, on which the Board is not required to take action.

Stacy Hyde, representing Broward House, explained that the agency operates a 74-bed assisted living facility, which differs from similar facilities because they provide transitional housing to clients representing a wide range of ages. Most of these clients have not had a history of stable housing, so there is an educational component to help them succeed in seeking long-term housing. There are also health care and life skills components as well as other wraparound services.

Because this facility remains full, Broward House was recently approached by an entity that is securing an assisted living facility (ALF) license for a property in the Sunrise/Plantation area. This would be a 14-bed facility. The typical stay at Broward House is between six months and one year, with some clients remaining longer depending upon individual needs.

Ms. Hyde concluded that Broward House is requesting additional funds, if available, to expand to the 14-bed facility. She pointed out that they do not have the funds to acquire a new building, and would lease the space from the owner, which increases costs. They do not have other options to expand housing at present.

Chair Rice asked if the new facility would serve Fort Lauderdale clients. Ms. Hyde replied that all Broward House services are Fort Lauderdale-based, adding that local hospitals routinely contact the agency regarding potential clients. Ms. Dsouza clarified that HOPWA is a County-wide program.

Ms. Hughes requested clarification of who Broward House would be able to assist. Ms. Hyde replied that this would include anyone living with HIV/AIDS who is eligible for the HOPWA program. Clients currently at the existing facility are between the ages of 20 and 85. Broward House serves individuals who have very low or no incomes and helps them reach stabilization. Many clients have other health challenges in addition to HIV/AIDS.

Vice Chair Dunne asked if the 14-bed facility would provide the same level of care as the existing ALF. Ms. Hyde advised that the current ALF has a limited nursing license which allows them to provide wound care on-site. Clients with open wounds would need to stay in the existing facility. All other standards would be the same.

Dr. Rosalind Osgood, representing Mount Olive Development Corporation (MODCO), explained that this organization is the community development arm of New Mount Olive Baptist Church. They have discussed the expansion of their project-based rental HOPWA program with the City. The church owns a building and has offered MODCO first opportunity to acquire this property.

Dr. Osgood pointed out that there is an ongoing national housing crisis, which means most new state housing efforts will focus on workforce housing. There is currently little discussion of preserving or extending housing opportunities for persons with HIV/AIDS. MODCO is requesting additional funds to acquire the property, which would increase the agency's housing capacity from 21 to 26 units. They also request funds to renovate the building and bring it up to Code and HOPWA standards.

Dr. Osgood continued that this purchase would allow MODCO to draw on the full funding of its HOPWA grant. At present, they have not drawn down the full \$493,000 of their grant due to limited capacity. Acquisition of the additional units would let them maintain level funding while serving at least six additional families or individuals and adding to the City's HOPWA housing inventory.

Mr. Cius requested clarification of how many of MODCO's existing units are dedicated to HOPWA clients. Dr. Osgood confirmed that all MODCO clients are HOPWA clients.

Mr. Cius also asked for clarification of the number of units the building would provide. Dr. Osgood advised that one unit will be dedicated to office use for oversight and management. The remaining units will provide housing.

Mr. Cius asked how MODCO prevents stigmatization of its properties. Dr. Osgood emphasized that MODCO believes in preserving the dignity of its clients and does not market these units, instead using a waiting list. Clients' HOPWA eligibility connects them to services; however, there is no advertising of clients' health status to the community at large.

Ms. Hughes asked if wraparound services would be provided on-site. Dr. Osgood stated that MODCO has a housing case manager who sees clients regularly. This case manager identifies the services clients need and refers them to other entities if MODCO cannot provide these services. The organization also offers life skills courses, including financial literacy. Once a client is able to work and pay full rent, they are transitioned to another service provider. This individualized attention is one reason MODCO works with a limited number of clients at a time.

Mr. Hensley asked if MODCO's unspent funds would cover a major percentage of the purchase. Ms. Williams advised that the unspent dollars from MODCO's current contract could cover operational costs.

Chair Rice requested that Staff inform the Board if there are future opportunities to provide funding for the needs of the two organizations. Ms. Williams observed that Staff can look into the availability of funds and bring this back for discussion on the next Agenda.

## **VI. HOPWA FY 24-25 RFP DISCUSSION**

Chair Rice recalled that the Board members were provided with copies of a previous HOPWA request for proposal (RFP) for their review. Ms. Dsouza clarified that this was the 2015 RFP. HOPWA will go out for RFP again in FY 24-25.

Chair Rice asked if Staff could recommend any changes to the FY 24-25 RFP. Ms. Dsouza noted that there is a need for more housing, as demonstrated by the Broward House and MODCO presentations. The City would need to take the sustainability of the new units into consideration if the Board chooses to fund those proposals, possibly by reallocating funds that are currently allocated to different types of housing and case management programs. Ms. Williams added that the Board may also review the RFP to determine whether or not some services should be eliminated or added to its scope.

Mr. Cius asked if Staff will update the FY 24-25 RFP prior to any changes the Board may suggest. Ms. Williams explained that any updates made by Staff must originate from the Board in order to ensure community involvement. She encouraged the members to listen to the communities they represent and bring back ideas on how to improve HOPWA or maximize resources to meet housing needs.

Mr. Cius requested that Staff review the previous HOPWA RFP with the members, as many are relatively new to the Board. Ms. Williams confirmed that this would be done at the March 2023 meeting, adding that members of the community and provider agencies can be invited back to provide suggestions as well.

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

Chair Rice requested an update on the current CDBG process, recalling that a pre-application meeting for interested agencies was held in January 2023. Ms. Williams replied that all agencies who qualified under the pre-application process have been provided with the full application packets and are preparing their applications for submission. There are seven entities who qualified for the application process, including six Public Services agencies and one Community Based Development Organization (CBDO).

Chair Rice noted that the CDBG scoring tool was provided to members as well, asking if the Board can provide feedback on this item. Ms. Williams explained that the scoring tool was circulated with this month's Agenda so Staff could provide an overview of scoring for the new Board members. She confirmed that this can be done at the March meeting.

#### **VIII. PUBLIC COMMENTS**

Thor Barraclough, representing Habitat for Humanity of Broward, reported that enrollment for Habitat's town home projects in Fort Lauderdale and Coral Springs will open on Wednesday, February 15, 2023.

Ms. Williams recalled that in recent months, the Board had approved CDBG funding for Habitat for Humanity's educational program, which will be offered to prospective clients who may apply for the town home units. It will include home ownership training, financial education and literacy, and home maintenance education. The City is also partnering with Habitat to ensure that the homes are affordable by investing just over \$1 million in Home Investment Partnership Funds to help construct the town homes. 20 single-family three- and four-bedroom units are currently planned, using a non-traditional approach to land parcels.

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

Ms. Williams advised that the March 2023 Agenda will include a discussion of the HOPWA RFP, review of the CDBG scoring tool, and discussion of any information regarding available HOPWA funds.

#### **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 4:45 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.]