

**DURHAM HOMELESS SERVICES ADVISORY COMMITTEE
SPECIAL MEETING**

**WEDNESDAY, AUGUST 8, 2012 – 6:00 p.m.
DEPARTMENT OF COMMUNITY DEVELOPMENT
807 E. MAIN STREET**

The Durham Homeless Services Advisory Committee (HSAC) held a Special Meeting on the above date and time with the following members present: Vice-Chair Robert “Bo” Glenn, City Manager Thomas J. Bonfield and Assistant County Manager Drew Cummings (via conference call), John Bowman Stephen Hopkins, Fred Stoppelkamp, Reverend Chris Tuttle, Mayor Pro Tempore Cora Cole-McFadden (Chair), County Commissioner Pam Karriker (for County Commissioner Michael Page), Durham Public School Board Vice-Chair Minnie Forte-Brown, Executive Dean & Department Head Continuing Education, Durham Technical Community College, Sue Jackson and Durham County Veterans Services Officer Lois Harvin-Ravin.

Absent: Committee Members Reverend Warren Herndon, Kimberly Monroe, Joyce Payne, Dr. Deborah Bailey, Director, Academic Community Service Learning Program, North Carolina Central University, Durham County Commissioner Michael Page, Durham Public Schools Homeless & At-Risk Liaison Jackie Love and Durham VA Medical Center Homeless Coordinator Bob Williamson.

Also Present: Interim Director Reginald J. Johnson, Project Manager Lloyd Schmeidler, Project Manager Matthew Schnars (Department of Community Development) and Sr. Executive Assistant Sheila Bullock (Office of the City Clerk).

Subject: Call to Order/Welcome

Mayor Pro Tempore Cole-McFadden (Chair) called the meeting to order at 6:05 p.m. She stated that the purpose of the meeting was to review and approve staff funding recommendations for ESG.

Mr. Johnson, Interim Director of the Department of Community Development, thanked everyone for attending the meeting and welcomed them to the Department of Community Development and Golden Belt.

Mr. Johnson briefly outlined the process:

- State has realigned process relating to State ESG;
- \$186,000 has been allotted to Durham CoC with CoC being the administrator of these funds;
- The CoC has to make recommendations to the State as to who shall receive the funds;
- Availability of funds were advertised;
- 7 applications were received;
- Applications were reviewed by a panel consisting of the following HSAC members:
 - Steve Hopkins, Vice-Chair Robert “Bo” Glenn, John Bowman, Lois Harvin-Ravin
- After meeting to discuss the applications the panel decided that staff would conduct the initial rating of applications;

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- Staff completed initial review, panel met and rated applications, ratings were shared with the Subcommittee who evaluated them via e-mail; and
- Panel agreed with recommendations.

Committee Member Bowman commented one of the reasons the panel recommended staff do the initial rating was because of the number of pages contained in the documents. He added that the panel did not want to have to go through all of the documents and that staff could do it more quickly. Committee Member Bowman thanked staff for their work and for presenting the information back to the panel.

Mr. Johnson e-mailed Committee Members a narrative summary of each application and a chart containing the recommended funding. He noted the following:

- There was \$86,000 for the housing stabilization activities and only (1) group, Healing with CAARE, submitted an application for this amount of funding;
- Women's House of Hope application presented some challenges, such as the board and staff are synonymous. Mr. Johnson felt this would bring attention from the State and he commented he would not recommend moving forward with their application.

Subject: Recommendations

Emergency Response Activities

Organization	Requested Amount	Recommended Amount
Genesis Home	\$30,477	\$30,000
Durham Interfaith Hospitality Network	\$15,000	\$11,500
Housing for New Hope	\$7,111	\$7,000
Women's House of Hope	\$14,890	\$1,250 (Initial recommendation)
Urban Ministries of Durham (UMD) (Highest ranking application)	\$62,324	\$39,853 — \$41,103 (New amount. Initial recommended amount of \$1,250 for Women's House of Hope was added to Urban Ministries)
Durham Crisis Response Center	\$10,677	\$10,667

Housing Stabilization Activities

Organization	Requested Amount	Recommended Amount
Healing with CAARE	\$86,645	\$86,645

Mayor Pro Tempore Cole-McFadden (Chair) requested documentation that would show how money was spent by organizations who have received funds in the past.

Mr. Johnson stated that staff has the performance reports from all agencies that have been previously funded and that he would get this information to the Committee. However, they do not have information from Healing with CAARE because they have not received money in the past.

Committee Member Hopkins stated that originally he supported the staff recommendations. However, having time to go back and review some of the previously asked questions about Emergency Solutions Grant (ESG) and the new guidelines, a few entities came to mind. He noted that the ESG grant is for people that are in an emergency. He mentioned that HUD is trying to move away from funding transitional housing with ESG funds.

Committee Member Hopkins questioned the funding recommendation for Genesis Home and Housing for New Hope. He commented that if these are new programs then they should not be funded through ESG. He also noted that their transitional programs are being funded through the CoC which he felt was “double-dipping.”

Mr. Johnson responded by explaining that this was not “double-dipping” but that this was additional funding to serve more people - new people. He wanted to make it clear that this was not to serve the same person twice.

Lloyd Schmeidler, Program Manager, Department of Community Development, stated that the transitional housing is eligible for funding both from ESG and from Continuum of Care funding. Mr. Schmeidler pointed out that last year Housing for New Hope and Genesis Home received funding and they are eligible for continued funding.

In response to Committee Member Hopkins’ question whether or not the programs that Housing for New Hope and Genesis Home are applying for now, are the same programs they received funding for last year, Mr. Schmeidler responded yes.

Commissioner Karriker asked for clarity concerning the funding for Women’s House of Hope being given to Urban Ministries.

Mayor Pro Tempore Cole-McFadden (Chair) asked about the type of services that this funding would cover for Urban Ministries.

According to Mr. Schmeidler services covered would be operations of the community shelter.

Mayor Pro Tempore Cole-McFadden (Chair) noted that at their last graduation she asked if individuals who graduated [from UMD] were being tracked. Her concern is that money is being shared with great organizations but they don’t know where these people are going or if they are coming back into homelessness. Mayor Pro Tempore Cole-McFadden (Chair) stated she had asked the Director of UMD to do this. Mr. Johnson said he would follow up with this request.

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Committee Member Forte-Brown reported that the Performance Management Committee would be looking closely at outcomes. They are meeting every month and putting together some criteria. The group should be coming back to the HSAC with ideas that would help track programs, monies and efficiencies.

Committee Member Hopkins commented that he did not feel the Durham Interfaith Hospitality Network's budget per client was enough to do the work that they do. He suggested that \$1,000 per family should be allotted because \$416.00 is just not enough. Committee Member Hopkins noted that he would like to see an increase in funds from what the Durham Interfaith Hospitality Network is being awarded and recommends funding of \$42,588 for this organization.

Additional comments were made by the Committee concerning this matter.

Comments from Committee Member Bowman were made concerning how well UMD reported their benchmarks.

Committee Member Hopkins stated that they need to be clear on conflict of interest issues.

Mayor Pro Tempore Cole-McFadden (Chair) noted that they have to assure that the process is an open process.

Committee Member Hopkins shared his concern that many people in the community do not have time to pull together the information needed to apply for the funding and they are new to the process.

Mayor Pro Tempore Cole-McFadden (Chair) pointed out that during the year; people interested in getting funding through Community Development, know they can contact staff to see what is upcoming and what they need to do to prepare for any kind of application. She added that people have received technical assistance ahead of time so they would know what documentation is needed.

Matthew Schnars, Program Manager, Department of Community Development suggested that the Committee consider staff providing workshops or monthly "lunch & learn" seminars to agencies who may not know a lot about the process and to educate the community. Mr. Schnars added that these trainings would also help the community understand HUD's language.

Mr. Johnson noted that staff would put this suggestion in place.

MOTION by Committee Member Bowman seconded by Vice-Chair Glenn to adopt the recommendation as updated by staff with the adjustment to UMD to \$41,103 was approved at 6:33 p.m. by the following vote: Ayes: Mayor Pro Tempore Cole-McFadden (Chair), Vice-Chair Glenn and Committee Members Bowman, Stoppelkamp, Tuttle, Karkiker, Bonfield, Cummings, Forte-Brown, Jackson and Harvin-Ravin.

Noes: Committee Member Hopkins. Excused Absence: Committee Member Monroe.

Absent: Committee Members Herndon, Payne, Page, Bailey, Love and Williamson.

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Subject: Adjournment

Mayor Pro Tempore Cole-McFadden (Chair) thanked Committee Members for attending the meeting.

With no further business to come before the Committee, the meeting was adjourned at 6:35 p.m.

Respectfully Submitted

Sheila Bullock
Office of the City Clerk