



**NEIGHBORHOODS DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

**JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
MEETING MINUTES**

**Wednesday, February 27, 2019
9:30 am**

Proceedings before the Jacksonville Housing and Community Development Commission taken on
Wednesday, February 23, 2019
Ed Ball Building, 8th Floor, Jacksonville, FL 32202
Jacksonville, Duval County, Florida, commencing at approximately 9:30 a.m.

Commissioners

David Wakefield, Chair
Raul Arias, Vice Chair
Marshall Adkison, Commissioner - UNEXCUSED
Teresa Durand-Stuebben, Commissioner
Diana Galavis, Commissioner
Charles Garrison, Commissioner
Curtis Hart, Commissioner
Sharol Noblejas, Commissioner
Lauren Parsons Langham, Commissioner
Thomas B. Waters, Commissioner - Late Arrival

City of Jacksonville Staff:

Dr. Johnny Gaffney
Sandra Stockwell, OGC
Stephanie Burch Esq., Neighborhoods Director
Thomas "Tom" Daly, Chief
Barbara Florio, Board Liaison
Julie Ann Rivera, Board Administrative Support

City Council:

Council Member Garrett Dennis, Absent

Guests Present:

Michelle Tappouni, Ability Housing
Tiffany Adams, Family Promise Jacksonville
Beth Mixson, Family Promise Jacksonville
Lili High, Catholic Charities Bureau
James Coggin, LISC
Maria Machine, Lulac

Staff:

| | | |
|-----------------|----------------|---------------|
| Tina Beals | Jane Bouda | Shanee Ealey |
| Rob Gillrup | Kamisha Gross | Susan Harnage |
| Carolyn Herring | Travis Jeffrey | Chynequa King |
| Loretta Lee | Kenny Logsdon | Carla Ray |
| Errol Schell | Laura Stagner | Eleanor Sweet |
| Lois Hughes | | |



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MEETING MINUTES

Call Meeting to Order, Welcome and Introductions

Chair David Wakefield called meeting to order at 9:30am; quorum present.

Approval of Minutes for December 12, 2018

A motion to approve the December 12, 2018 minutes was made by Commissioner Charles Garrison and duly seconded by Commissioner Curtis Hart.

Motion Passed: 8-0.

Approval of Minutes for January 23, 2019

A motion to approve the January 23, 2019 minutes was made by Commissioner Charles Garrison and duly seconded by Commissioner Curtis Hart.

Motion Passed: 8-0.

Chair Wakefield presented new Commissioner, Thomas B. Waters, who was confirmed on Tuesday February 22nd and is replacing April Smith as a City Council appointee.

I. Public Comments

Maria Machine, LULAC (League of United Latin American Citizens)

Ms. Machine is speaking regarding housing and the serious issue in Jacksonville where there have been seniors coming from Puerto Rico who don't necessarily speak English however are US citizens. There is also a large population of Cubans coming from South Florida and other areas where they can't afford the rents and cost of living. However, whenever they are trying to get assistance for housing, which is covered through Title IV, they are met with walls. First, they have no one to speak with them and LEP is Limited English covered under Title VII and Presidential Executive Order 13166 which indicates anything that touches Federal money they are supposed to provide translation.

Commissioner Garrison specified by no means are any of the staff or the Commission purposely not providing or meeting people where they are. On behalf of the Neighborhoods Department is there a number they can call in?

Liaison Florio answered they could go through 630-CITY.

Ms. Machine placed a complaint with Mayor Curry's office regarding 630-CITY and the time it took before it stated if you need a Spanish speaker press one. This (option) has since been moved and placed at the beginning.

Commissioner Garrison inquired if there is a way the Division or 630-CITY can initiate some type of cultural competency?

Liaison Florio stated the Hispanic Commission has been regenerated. Some of the things mentioned is Fair Housing and an appropriate place for a tremendous amount she has talked about



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is with the Human Rights Commission. The Hispanic Commission can help advocate on some of those issues.

Chair Wakefield noted JHDC would discuss it and talk in more detail on how they can help as a Commission.

II. **Presentation** - Beth Mixson, Development Director, Family Promise of Jacksonville

Exhibits which are attached hereto and by this reference made a part hereof:

- Changing the Face of Family Homelessness: 2006-2016, Where are they now?
- Family Promise of Jacksonville Brochure

Family Promise of Jacksonville is the smallest of the four agencies serving families experiencing homelessness in Jacksonville. This is the first year the organization is receiving funds through the CDBG program. The organization was founded a little more than 30 years ago in New York City by Karen Olsen. Ms. Olsen, during the month of January, was going into the City with her children to hand out bagged lunches and ran into a mom with teenage sons out on the streets. She was on the streets because the shelter would separate them with the teenage sons going to the single men's side and the mom to the single women's area.

Family Promise's unique model provides intensive case management and the Churches provide the shelter and food. This allows them to serve families in all the variations they come; from single moms or single fathers with young or older children, two parent families or grandparents raising grandchildren. Last year there was a family of grandparents raising eight grandchildren. Even when the child is over 18, Family Promise will keep the child with the parent. The Church provides the meals and overnight stay.

A day in the life will start about 4:30PM to 5PM with the family coming into the day center, kids from school, parents from work or if they are working on their case management plan. The organization serves three families at a time up-to 14 individuals. The families are taken in a multi-passenger bus to the host church of the week. They are greeted by volunteers who have a homecooked meal for them, family style. Afterwards, maybe spend some time at the playground or doing homework. Each family has their own room, usually a Sunday school classroom. There are air, cots or roll-away mattresses. Overnight there will be a Church volunteer for questions or concerns. The families are picked up between 5AM and 5:30AM, brought to the day center and there they will find the essentials for daily life. There is a kitchen, bathrooms with showers, laundry facilities, a family lounge and a computer area. Parents can access computers for job and apartment search, or their case management plan and their children can access for homework.

The churches donate food and the day care hosts breakfast and lunch. Families have various choices for breakfast and lunch. There is a family room with storage cabinets. When a family comes to the program, they don't have to discard their belongings. They have a place to store their belongings instead of having to move their stuff from church to church.

Family Promise of Jacksonville is also unique in the case management. The organization starts where the family needs them to start. They focus on five areas: affordable housing, gainful employment, improved financial literacy, school and child care and personal needs like medical needs. Oftentimes parents neglect their health because of the costs making the choice of having food versus their medication.



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When families enter the program, they do so for 30 days and it is renewable for 90 days. The last several years the average stay has been 61 to 65 days with the goal of affordable housing. When the families move out, they also receive post care as simple as coming by the office for encouraging words or support, using the laundry facilities, computers even a last-minute baby-sitting. Families are eligible for Thanksgiving and Christmas baskets and gifts for children and teens.

For 2019 Family Promise of Jacksonville is looking towards adding more churches and funding. The organization's fundraising event is held every year in November during the hunger and homeless week. The event is called Cardboard City and it is an overnight experience to raise awareness on family homeless. People come for the evening and spend the night in a cardboard, tent or car and try to maneuver the social service maze. The participant goes to various social service-related centers looking for employment assistance, to clothing closet's for work clothing. Hopefully they walk away with an understanding of the challenge's families can face in breaking down the barriers.

Commissioner Galavis inquired if they could share a little about the experience with a family or person after they have moved into the affordable housing and are still receiving services.

Ms. Tiffany Adams, Family Support Manager, indicated the experience is catered to the family or persons need. When a family moves out to housing, they are welcome to come back to the center. It could be as simple as a text message or phone call, or even babysitting and meeting kids at their bus stop. Some families come back and do laundry, use the computers or need help to further their professions. Most of the families are trying to get a stable job. The moving forward program helps them look for a career not just a job.

Commissioner Waters inquired if the organization partners with other homeless service providers and agencies in Jacksonville.

Ms. Tiffany answered the agency collaborates as they do not do everything in house. They look into the agencies that do well what they do. Family Promise assesses their needs in case management and if they can do it, they do, if not they are referred to another agency. Catholic Charities has an excellent workforce development program. Family Foundations does financial literacy. St Vincent's mobile van cares for immediate health care and they assist with CNA scholarships.

Chair Wakefield thanked the organization for the presentation, handouts and the information.

III. **Introduction of New Chief** – Thomas “Tom” Daly, Esq.

Thomas Daly, Acting Chief for Housing Community Development Division, is pending confirmation by City Council. Mr. Daly started his career in the Community Development area as an undergraduate and at the Indiana Finance Authority, state entity that receives HUD money as well as manages the bond program. He has worked for a firm that advises state and local entities, housing banker, went to law school, practiced law, worked with the Downtown Investment Authority and now jumped back into the affordable scene.

IV. **Division Report** - Stephanie Burch, Esq., Neighborhoods Director

Exhibits which are attached hereto and by this reference made a part hereof:

- COJ 2016-2020 Substantial Amendment to the ConPlan
- National Community Development Association (NCDA) Sponsorship package



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This will be the last Division report Director Burch will provide. Next month's report will be done by Tom Daly, Acting Chief.

A reminder, the City of Jacksonville will be hosting the 50th Anniversary National Community Development Association (NCDCA) annual conference the week of June 18th, 2019. There are a lot of big events and the Division is looking for program sponsors. The Division needs to raise about \$60K for this event and is requesting the Commission assist with this. NCDCA is also doing fundraising.

Commissioner Garrison inquired if doing a Host Community deal would help to raise the money.

Director Burch the entire Division is calling and has been working on this.

The Division submitted the Substantial Amendment to the ConPlan in December to HUD. The Universal Application funding recommendations will be presented at next month's meeting by the consultant Erich Chatham, Civitas LLC. A total of 35 applications were received for CDBG, ESG and HOPWA funding with 21 for CDBG, eight ESG and six HOPWA. HOME and SHIP is not in the UA; it is being done in a separate funding cycle.

Chair Wakefield inquired if the process was smooth and was it the same as last year where the Division went to online applications? Did anybody miss trying to apply the last second?

Director Burch indicated the process went smoothly and nobody missed the deadline. Contracts for FY18-19 are fully executed, in place and moving along. Another item on next month's agenda is an amendment to the LHAP. The Department manages the Foreclosure Registry and last year there were some revisions to the Code. One of the items that had to come off was the foreclosure intervention which allowed the Department to make an \$8,500 one-time payment to help people catch up the mortgages and stay in their homes. Unfortunately, OGC decided it was not an eligible expense and it was taken off chapter 179. Now there is no mechanism to fund a one-time payment. The Division can, however, pay for financial counseling if someone is in foreclosure but there is no way to help them catch up on the mortgage. The amendment will provide the Division with the authority to make the one-time payment. The funds can be married up with the registry and SHIP to really help homeowners stay in their homes.

Commissioner Waters asked about the status of the HOME Investment Partnership Program funds?

Director Burch indicated HOME funds have been separated from the UA and turned into a Revolving Loan Funds process and the plan is to go out in March for a second run.

V. New Business - Barbara Florio, Board Liaison

Chair Wakefield informed the Commission a committee of volunteers was needed for the By-Laws revision.

The following Commissioners volunteered to compromise the committee responsible for the By-Law revisions and work with Sandra Stockwell:

- Chair Wakefield
- Vice Chair Raul Arias
- Commissioner Charles Garrison
- Commissioner Lauren Langham



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Kelly Mierkowski, Affordable Housing and Community Development Manager informed the Commission the Division received, through Eleanor Sweet, from the Edwards Waters College a Service Provider award. The City of Jacksonville's HCDD has a long-standing relationship of 18+ years with the College.

VI. Unfinished Business

Commissioner Garrison touched back on the public comment. He would like everybody that comes to these meetings to be able to feel they can say whatever they want to say and hopefully, the goal, is it pertains to the Commission. If it does, the Commission can have some type of official response to them and Ms. Maria Machine or LULAC. At the very least, the Commission should be able to take public comments and if they can't handle the issue right there tell them who can.

Liaison Florio indicated that was a possibility. However, there will be some public comments, particularly during rating and ranking time, that as a Board there is no response and no conversation. They may not be happy with a decision and they are just airing. The Division has a qualified interpreter in Julie Ann who is extremely fluent and does it for other areas within the City and the Public Notice is also distributed in Spanish.

Meeting Adjourned

The meeting was adjourned at 10:16 AM



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THE DATE FOR THE NEXT MEETING IS MARCH 27, 2019.

CERTIFICATION

Recorded and Transcribed by:

Julie Ann Rivera, Executive Assistant
JHCDC Staff Support

Submitted by:

Barbara Florio, Operations Manager
JHCDC Board Liaison

Approved by:

David Wakefield, Chair
JHCDC