

## MINUTES

### HOMELESS ADVISORY BOARD MEETING

AUGUST 6, 2007 – 11:30am

Carnegie Town Hall Meeting Room

**Members Present:** Alan Graff, Tam Baker, Shirley Halleen, Randy Bartunek, Vernon Brown, Carol Twedt, Judy Buseman.

**Members Absent:** Hugh Grogan, Lori Blom.

**Others Present:** Melanie Bliss, Homeless Coalition; Nathan Herman, Homeless Advocates of SD; Shireen Ranschau, SF Housing; Russ Sorenson, Planning Department; Stacey Tieszen, HAB Homeless Coordinator.

#### **I. Approval of Minutes – 07/16/07 Minutes**

Upon motion by Shirley Halleen, seconded by Tam Baker, the HAB approved the minutes of the 07/16/07 meeting as mailed. Carried unanimously.

#### **II. Committee Reports – Review Accomplishments & Target Dates**

**A. Need Committee** – In Hugh Grogan’s absence, Judy Buseman reported.

- Discussed obtaining information from a new survey of the 64 originally surveyed to see if they are still in need and what, from their perspectives, would be services they need or feel are lacking in SF. Would also use this to obtain additional information that was not originally asked to compile it for future grant applications. Would also want to obtain information on what the actual numbers are for programs already in place – subsidized units, number of vouchers, actual number in need of the 2800 on the SF Housing wait list.
- Homeless Reporting Dashboard – have resumed obtaining info as of 07/15/07.

**B. Faith Based Community Committee – Tam Baker**

- Committee Mission/Objectives – Tam Baker presented the Faith Based Committee goal which is to obtain the coordinated involvement of the Faith Community in the mission of the HAB while avoiding duplication of services. This will be done through education, engagement and fundraising. This Committee will work to develop a four hour conference/workshop for the purpose of attempting to reach more of the decision-making members of the area organizations and congregations. Judy mentioned that the Lutheran Brotherhood (Thrivent) may be willing to sponsor a grant/match for the meal portion of the conference. Discussion of the current feeding programs that about 10 or 12 Methodist churches are currently contributing to on Sunday evenings serving over 100 people in about 90 minutes or so. Agreed to keep working on the churches and to strengthen the Catholic connections.

**C. Implementation Committee**

## **Housing Subcommittee – Vernon Brown**

- Discussion of the properties:
  - o LLS/Summit Oaks Properties: Russ Sorenson from the City Planning Department states that the Summit Oaks property may have been sold.
  - o The Administrative Offices and vacant lot have been sold to VOA to be used as a temporary transitional housing program
  - o The 8<sup>th</sup> and Minnesota Property has been sold unless a successful application to the Historical Register is made.
- Vernon Brown requests to know where the HAB would like the Housing Subcommittee to focus next in regards to properties.
- Carol Twedt talked about investors, such as Citi, that would prefer to design and build to suit so that it meets the needs of the clients from the start, rather than to just do some reconstruction or redevelopment. Discussion about identifying or partnering with a developer with tax credit experience as there is much paperwork that goes with it. Discussed the City owned property where the Penn View Trailer Park used to be. It is currently a vacant lot. Discussed the option of maybe having the City donate the land, giving equity to the project, or perhaps a 100-year lease. Russ Sorenson from Planning will provide the information about the land. Discussed inviting Val Kuhl and Kathrine Schnabel from Citi to the next HAB meeting to talk about their ideas they have shared with Vernon Brown and Carol Twedt before with Penn View as a potential location.
- Discussion focused on developing a “replica” of Cayman Court in regards to how to design a program with room to expand and that meets the needs of the people it is to serve. Bill Poderaski helped with Cayman Court and he is with Disability Development, Inc. Discussion that we need layers of funding sources, not just one. Randy Bartunek offered to meet with Craig Lloyd to discuss development ideas, but not as an exclusive, just to talk feasibility.
- Alan Graff discussed briefly the development of the HAB Business Case.

## **Case Management Subcommittee – In Hugh’s absence, Judy Buseman reported.**

- Discussed looking at costs for case management services – which depend on the level/intensity of case management, as well as taking things “ala carte”. An RFP may be in the works later and they are interested in outsourcing at different levels. Will make contact with local agencies such as Carroll, Keystone, Glory House, SEBHC to see about collaborative agreements and pricing. Need to develop cost estimates.
- Recommended that Stacey starting networking with service clubs and local organizations.

## **Financing Subcommittee – Randy Bartunek**

- Randy states there are no updates.

## **III. Old Business**

**A. Pilot Project Updates** – Discussed that things were on track for the start of the program. Carol Twedt requested a solid description of the program and its

guidelines. Judy Buseman talked about having very clear objectives, outcomes, ways to deal with risk management and any potential legal/liability issues. Outcome measures are needed – in regards to specifically targeted population, more support population and those who are served in the general methods currently provided by County Human Services. Judy Buseman states that the HAB wants the data, but the program belongs to the County Human Services department

**B. 8<sup>th</sup> and Minnesota Property Update** – has been discussed above.

#### **IV. New Business**

**A. HAB Website** - Discussed moving the website to the County with a link on the City website to HAB. Will need to talk with the Mayor for his approval.

**B. Homeless Coordinator Training Monies** - Discussed funding for Homeless Coordinator. Training needs to specifically relate to the job. Carol Twedt states that operational costs shouldn't be exclusive to the County.

**C. Development of an Advanced Team for Fundraising** – no discussion other than what was had above in regards to the HAB Business Case.

**D. Homeless Coordinator Progress Updates** – Discussed activities including meeting with churches, local agencies, the Veteran's Stand Down, the Homeless Survey on September 20. Vernon Brown requested that this be placed at the top of the agenda. He also requested that the HC keep HAB briefed on "Best Practices".

**E. Additional items** – Discussion of Lori Blom's participation in the HAB. Alan Graff will follow up with this. Carol Twedt also mentioned having a representative from the SF School District on the HAB. Wendy Giebink, Homeless Education Liaison, was suggested. Would need to contact Pam Homan, SF Schools Superintendent. Alan will contact. Discussion of what it would take to make a change in the board in regards to ex-officio status/non-voting status, and what would require a joint resolution.

**V. Next Meetings** – August 27 and September 17, 2007 – 11:30 a.m. Carnegie Town Hall.

**VI. Adjournment** - the meeting adjourned at 1:05 p.m.