SMAC Governing Board Meeting Notes

June 21st, 2022

1:00-3:00

1. **Introductions** 5 minutes
2. **Approve April/May minutes** \*Vote Required 5 minutes

*Motion: Jamie motioned to approve; Molly seconded the motion. Approved*

1. **Updates** 15 minutes
	1. **Metro HCV waitlist opening**

Flyer outlining this waitlist opening [can be accessed here](https://metrocouncil.org/Housing/Publications-And-Resources/METRO-HRA/Section-8-Waiting-List-Public-Notice.aspx)

Jamie noted the reality that many voucher recipients are seeking housing options and are often struggling to find housing opportunities resulting in returned vouchers. Unsure whether Metro HRA is implementing supplemental strategies to support voucher recipients identify and find options that would work with the subsidized housing programming.

May be worthwhile for the CoC to determine whether there are opportunities to advocate to local officials or County entities to support implementing policies and strategies that require more consideration to voucher recipients in their tenancy screening practices.

Tracking issuance and reviews of denials to seek the strategies that will better allow for voucher recipients to receive housing choice.

Discussed the utilization rates, the issuance rates and how HUD provides funding to respective Voucher Administrators to further support increasing services to those searching for housing.

Will follow up with Metro HRA to learn more about their strategies and how we can partner to raise awareness of the experiences of those struggling to identify housing options with vouchers.

* 1. **CoC Coordinator staffing**

Thanks to the Search Committee! They reviewed 14 applicants and assisted in interviewing and determining whom would be the best fit. Identified that there were some really strong candidates that would each bring unique and new ideas to the role.

Very excited to announce that Laquita Love-Limo will be stepping in as our next Coordinator – she will be starting on July 11th. She has experience working alongside SMAC through our Governing Board, Director’s Council, and other committees. We’re excited for what she’ll bring to our communities as the Coordinator and believe that she’ll be a strong addition to the work that we’re collectively seeking to do.

Noted that there will be opportunities for growing and supporting Grant Writing skills, especially heading into this year’s NOFO. Also noted that it feels likely that some of the candidates for the CoC position may be a conceivable fit for the upcoming vacancy in our CE Planner role.

* 1. **CE staffing**

Alyssa has accepted a position with Guild as a Program Manager for their Coordinated Services team and will be transitioning into this role on July 8th. This will be her last Governing Board meeting.

Still in process of transitioning the position from Hearth to MESH. MESH will be able to post as soon as the job description is finalized. Attempting to make this as quick and seamless as possible.

1. **2022 NOFO Score Tool**  20 minutes
	1. **Discussion about adding Racial Equity component**

HUD requires renewal applications to be ranked via a scoring tool that includes objective criteria and system performance criteria. SMAC did agree to maintain the 2021 tool for 2022.

Concern that the 2021 NOFO included a requirement to rank based on the degree to which program participants mirror the homeless population demographics from a region. Anticipating that we’ll need to strengthen how we review and keep track of this for future NOFO periods, especially since it’s not currently factored into scoring in the SMAC tool.

We do have a bit of a foundation to build upon as open-ended questions related to addressing equity were included in the Renewal Project Applicant Packet in 2021.

*Recommendation*: Add racial equity measures to the 2022 Project Evaluation Tool. The criteria will be based on the HUD requirements and the questions included in the 2021 Renewal Project Applicant Packet. For 2022, the questions will have no weight (scored out of 0) for the final score. For 2023, the plan will be to adjust the new equity-related criteria based on this years’ experience and fully incorporate them into the tool.

Attempt to implement a process that is admittedly not perfect but allows for us to grow from this. By implementing this, it will further allow for SMAC to remain compliant with HUD policies and advance how our programming makes strides towards addressing inequities that exist within our homeless response system.

Seeking out some data to help further balance out the tool that we’re using. Does it make sense to authorize the M&E Committee to add criteria that would be included in the tool this year (though not weighted).

Rochelle suggested that we use this as bonus points to projects that are aligning with the benchmarks that we set. Mike explained some of the concern in implementing this as a bonus at this point, namely that it would ultimately result in some projects scoring higher than others.

Betty identified that this what we’ve done in the past and it will give projects a heads up on what’s to come in the future.

*Jen motioned to approve; Molly seconded the motion. Approved*

1. **NOFO planning updates** 20 minutes
	1. **Letter of Intent**

LOIs will be updated for 2022

LOIs will be sent by email to grantees; grantees will need to complete the checklist & sign and send back

This will help to determine if there will be any funds that need to be voluntarily reallocated to new projects for 2022

Typically seek to do a 2–3-week timeline for this (starting in August)

* 1. **Bonus Funding**

Finalize any updates to Ranking and Reallocation Policies

Set priorities for new projects. Recommendations with supporting documents will be released from there.

In 2021, SMAC was eligible to apply for the following to fund new projects:

* Bonus for Permanent Housing - $201,988
* DV Bonus - $433,649

2021 Priority was projects that coordinate with a healthcare organization to provide PSH & RRH

Seeking new projects to apply for funding. We’ll know how much funding will be available and the priorities as the new NOFO is released.

1. **MHFA proposed properties** \*Vote Required 30 minutes
	1. **Heading Home reps provide overview of approved projects**

Anoka County: 1 Project (*Restwood Lofts*)

Property Location: 3795 Restwood Road, Blaine MN 55014

Developer: MWF Properties

Supportive Housing Provider: Mn Care Counseling Services

|  |  |  |
| --- | --- | --- |
| **Unit Type (1-4)** | # of Units | Income Levels (HPH/PWD/AMI) |
| 1 BR | 3 | HPH |
| 1 BR | 5 | PWD – 811 |
| 1 BR | 4 | 30%-50% AMI |
| 2 BR | 4 | HPH |
| 2 BR | 26 | 50%-60% AMI |
| 3 BR | 9 | 60% AMI |
| 4 BR | 6 | 60% AMI |
| **Total:** | Total: 57 |   |

7 High Priority Homeless units will be going through Coordinated Entry, the 5 Persons with Disabilities units will now be Section 811.

Service Provider –MN Care Counseling Services is a new provider for the 7 HPH units, MCC has recently become a Housing Support Provider at Anoka County. The MN Dept of Health will be connected to the Section 811 units.

Populations being served – Single adults and families experiencing long-term homelessness that meet the Housing Support criteria, and single adults meeting the Section 811 disability criteria

Carver County: 3 Projects Proposed (Carver CDA (Carver Oaks & Carver Place) and Sand Companies (Victoria Apartments))

***Carver Oaks***:

|  |  |  |
| --- | --- | --- |
| **Unit Type** | **# of Units** | **Income Levels** |
| 1br | 7 | HPH – VASH (*filled through Homeless Veteran’s Registry*) |
| 1br | 36 | 60% AMI |
| **Total:** | **43** |

Independent living senior project (55+)

Co-located with Carver Place (below) with shared community space

Resident Service Coordination: Based on the needs of residents, staff will work to bring organizations to the property for presentation around services.

The CDA applied to Metro HRA for seven VASH project-based vouchers for the high priority homeless (HPH) units at the project. The VA provided a letter of support for the application.

*Question*: Is there a back-up plan if these units are unable to be filled via VASH? Would be filled through Vet Registry and/or MDVA more frequently. Would not maintain a residency requirement for these Veterans, so it’s conceivable that other SMAC Vets could access the unit.

***Carver Place***:

|  |  |  |
| --- | --- | --- |
| **Unit Type** | **# of Units** | **Income Levels** |
| 1br | 4 | 60% AMI |
| 1br | 7 | PWD |
| 1br | 4 | HPH |
| 2br | 27 | 60% AMI |
| 2br | 3 | HPH |
| 3br  | 15 | 60% AMI |
| **Total:** | **60** |

Would intend to incorporate 7 units as High Priority Homeless (HPH). They would include both 1bdrm and 2bdrm units. As that breakdown is finalized, it would be provided accordingly but would fit within the framework above

7 units would also be dedicated as Persons with Disabilities (PWD) units – all 1bdrm units. The CDA has received a preliminary determination for Section 811 funding for all seven units.

Carver Oaks and Carver Place will complement each other. The project will consist of two components, family workforce general occupancy (60 units) and senior (43 units) and joined by shared community space

No priorities outside of those receiving referrals through Coordinated Entry/Vet Registry

Revised screening criteria when HUD updated their recommended criterion policies

Typically reviews eviction screenings for 3 years and 7 years for criminal, but retains flexibility within this approach

Past-due money owed would serve as a potential inhibiter for prospective tenants

Are seeking Equitable Development Points for these two projects. Have worked to connect further with:

Chanhassen Senior Center

His House – General Occupancy

**Victoria Apartments**: Victoria: 40 Unit Development, Sand Companies. 4 HPH (through CE) & 5 PWD would be referrals through Carver County Health and Human Services.

Noted that project design was very early in the process, but wanted to ensure that they were getting this in front of us to pursue CoC support

Single Adults Households are identified priority. All HPH & PWD units are slated as 1bdrm but are open to further discussion

Meeting getting set with service provider, developer, and Carver County to discuss opportunities

On-site will offer Type A accessible units in varying unit sizes.

Will be meeting with Carver County to explore if they’d staff PWD units – would overlap with HPH Rate 1

Would seek to pursue HPH-Rate 2 if unable to pursue separate PWD process for those units

HPH Units would use Housing Support-Rate 2 and be referred through Coordinated Entry

CommonBond Communities would be service provider (*100 units of Supportive Housing in portfolio and works with CommonBond on a number of these properties)*

Dakota County: 2 Projects (Denmark Trail Townhomes (Dakota CDA) & The Parkway (MWF))

**Denmark Trail Townhomes** – 40 units townhome development, 1-4bdrm units, will include HPH units for the first time (1 2bdrm & 1 3bdrm), which will be filled via CE and a set-aside process to connect with Dakota County Social Services. Dakota CDA is the largest landlord in Dakota County and has experience offering a myriad of different types of housing communities. Really in favor of HPH family units. Listed contract rent is geared towards supporting working professionals, though they are willing to accept voucher recipients. Tenancy screening discussions haven’t yet happened but identified that they are willing to look at each household on a case-by-case basis. Expecting a lot of children in this development so noted the need to strike a balance.

**The Parkway** - Allowing households to go through CE for set-aside units. MWF willing to take vouchers and other CE adjacent housing programming. Multiple units set aside for people with accessibility needs throughout the development. Added additional HPH units within their proposal and included 2 3bdrm units.

Scott County: 2 Projects (Main Street Lofts (MWF) & Prairie Pointe (Beacon))

***Main Street Lofts***:

Property Location: Elko New Market

Developer: MWF Properties (Joseph Development, LLC)

Supportive Housing Provider: Community Action Partnership of Scott Carver & Dakota Counties

Unit Breakdown:

|  |  |  |
| --- | --- | --- |
| **Unit Type** | **# of Units** | **Income Levels** |
| 1br | 4 | Disability (PWD) |
| 1br | 7 | HPH |
| 1br | 4 | 60% AMI |
| 2br | 28 | 60% AMI |
| 3br | 12 | 60% AMI |
| 4br | 6 | 60% AMI |
| **Total:** | **61** |

Set-aside units designated throughout the building – HPH filled through CE & PWD through Scott County HHS

PWD – targeting people that are living with physical disabilities, type A accessibility, but are amenable to accepting folks with other disabilities

***Prairie Pointe:***

Property Location: Shakopee

Developer: Beacon Interfaith Housing Collaborative

Supportive Housing Provider: Volunteers of America-MN

Unit Breakdown:

|  |  |  |
| --- | --- | --- |
| **Unit Type** | **# of Units** | **Income Levels** |
| 1br | 5 | \*\* |
| 2br | 22 | \*\* |
| 3br | 11 | \*\* |
| 4br | 4 | \*\* |
| **Total:** | **42** |

The development will seek to offer ½ of the units to households earning at/below 50% AMI.

Projecting 21 HPH Units (anticipating that this would breakdown to 12 committed HSP-Rate 2 & 9 private rental assistance commitment (4-year commitment)) – These units would be scattered between 2 & 3bdrm Units

7 PWD units that would allow tenants to either access Housing Support or MSA (PWD) – scattered between 1 & 2bdrm units

14 affordable units to 50% AMI (3-4 bdrm units)

Unit mix was established by using a combination of sources, incl. Met Council data, Community Needs data, and input from Families Moving Forward (Family shelter provider for Scott/Carver)

Noted the challenge of assembling capital for a project like this, and anticipated that the site would present opportunities to pursue CoC Bonus Funds to help support staffing expenses

Premier Management LLC (Property Management Entity) – Identified that Premier has a history of providing quality property management services to lower-income households, and incorporates best practices for serving this population into their work

VOA (Service Provider) – Identified that VOA has a history of providing varying intensity CM supports to households, including strong behavioral health services. Would seek to provide a 1-10 client to staff ration, which would include a part-time services manager and a front desk staff. New service provider for Scott County

Collectively participated in the Keeping Families Together Initiative with entities from across Scott and Carver Counties

Would seek to co-locate other service providers at the site and have space for service-providers to meet with tenants on site.

Washington: 3 Projects

* Senior Affordable (Cottage Grove) – Trellis is developer. 11 HPH & 4 PWD proposed, mix of studios and 1bdrm units.
* Expansion of Redrock Square – MWF is developer, Phoenix is service provider. 7 PWD & 4 HPH. 51 units.
* AbleLight Village – Mixed income development for people living with IDD and other disabilities. 10% of units will be HPH and 25% will be for people living with IDD and/or DD. Other units will be set aside for people at extremely low-income levels.

*Molly motioned an approval, Kamaria seconded the motion. Approval to move forward with extending Continuum of Care (CoC) Approval to the projects presented throughout SMAC*

1. **Review Actions/Next Meeting** 5 minutes

Hoping to understand the process for nominating a member for a vacant Governing Board spot

Seeking to determine whether it’s possible to fill this vacancy through the Heading Home Committee that had the local connection with the exiting Governing Board member or whether it should go directly to the agency that the GB member left.

Rebecca noted that it makes sense to bring this to the Heading Home Coalition for a vote to determine whom would be most appropriate to slot into this voting member vacancy. Liz requested that this be paused given that we implemented processes for voting from Director’s Council to review candidates. Bringing this to the next Executive Committee meeting scheduled for July 5th before going back to Heading Home Washington with next step recommendations.