

MINUTES
FROM THE
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS
BOARD MEETING (CDCIP)
Monday, November 6th, 2023
5:00pm

1. **Board Members**

Heidi Steed
Jenny Bonk (Chair)
Brad Christensen (Vice Chair)
Joseph Murphy
Teresa Gregori
Miranda Indra-Cask
Jacob Skog

Board Members Not Present

Staff Present

Tyler Durfee
Dillon Hase
Kerry Thomas
Rae Steinke

Also Present

Andrea Schaefer
Devon Schechinger

2. **Staff Updates**

Staff welcomed back the board for the 2024-25 Federal Application Process.

3. **Approval of the Minutes**

Previous minutes from 10/30/2023 were postponed till the following week on 11/13/2023.

4. **Business**

A. **Discuss CDBG Public Service Applications**

Kerry Thomas introduced the meeting by discussing the questions that were relayed to the programs that have applied for funding.

Brad Christensen gave more explanation on his question regarding Friends of Switchpoint permanent supportive housing. He is wanting to know if they record permanent supportive housing to HUD's standards. Also do they follow the HUD coordinated entry process? This was a question that will need to be clarified with Friends of Switchpoint.

Joseph Murphy asked a clarifying question about the differentiations between the homeless definition given by HUD and the Department of Education. Under HUD Homeless is defined as not subsequent residence identified. While the Department of Education defines it as lacking fixed, regular, and adequate nighttime residence.

Dillon Hase and Kerry Thomas concluded last week's questions by identifying which programs had not responded, which was The Boys and Girls Club of Greater Salt Lake and International Rescue Committee, and that follow up would be conducted.

Kerry Thomas introduced this week's applications starting with the Children's Media Workshop. Jenny asked a question regarding the programs intended outcome and implementation of pilot programs and Kerry was able to clarify, that there are some pilot programs already in place. Dillon Hase requested a question to be asked to the program for a line-item budget breakdown.

Joseph Murphy asked for a basic explanation of what the Children's Media Workshop program is trying to accomplish. Kerry was able to clarify that they encourage higher usage of public transportation in school age children with the intention of spreading that information to other family and friends. Joseph then clarified another question he would like clarified by the program which is, how they plan to handle data privacy of children's school routes?

Joseph Murphy asked for clarification on how they would be able to identify what about of resources go towards Salt Lake City clients versus Salt Lake County clients. Dillon and Kerry were able to explain that during intake, this information is specified and is tracked for funding purposes.

Dillon and Kerry clarified that programs are paid through reimbursement. Meaning, they are required to pay their employees and submit records of this for reimbursement.

Joseph Murphy asked how Salt Lake American pays their translators. Kerry was able to respond that they are paid per client that is assisted through the translator.

Brad Christensen asked why the GMRC and GEK application are not two separate applications for security or food. Dillon was able to clarify that they are both operational expenses, which allows funding to be prioritized by the agency. Jenny Bonk then asked if we were able to differentiate the usage of funds for specific expenses. Dillon then clarified that, given the amount of funds that are granted to the organization they could use those funds for any operational expenses in any manner they see fit. Although, they are required to submit a Budget Adjustment Form.

Jenny Bonk asked a follow-up question for The INN Between, which was clarified that the auditor is in the attachment with an explanation of corrective action.

Joseph Murphy asked for clarification on what type of program the United Way of Salt Lake is. It specified that it is a hotline type service where individuals can call in to receive resources specific to their situation.

Brad Christensen asked a question for Utah Legal Services, Inc. which was, how do their services differ from similar programs, and how do they plan on reaching their unique demographic. He also asked if paralegals will be completing the application assistance, or who will be conducting that service?

Heidi Steed wanted clarification from Utah Legal Services on how long this program has been running.

Andrea Schaefer asked for clarification on the business model for WeeCare, Inc. they sell a training service for local micro businesses that provide childcare services.

Miranda Indra-Cask asked a question about whether these funds are given as grants or loans? Dillon was able to clarify that these are grant funds.

Brad Christensen requested to ask WeeCare, Inc. if the BOOST Program is currently running in Salt Lake City and is there a cost for the micro enterprises to participate in BOOST Program?

B. Other Business

5. Adjournment

There being no further business Jenny Bonk motioned to adjourn. The meeting was adjourned at 7:00pm.

X 

CDCIP Board Chair

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held November 6th, 2023.