

-MINUTES
FROM THE
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS
BOARD MEETING (CDCIP)
Monday, December 16th, 2024
5:00pm

1. **Board Members**

Heidi Steed (Online)
Brad Christensen
Joseph Murphy
Jake Skog (Online)
Andrea Schaefer
Devon Schechinger
Jenny Bonk
Dallin Jones

Board Members Not Present

Staff Present

Kerry Thomas
Heather Royall
Tony Milner
Dennis Rutledge
Sarah Neilsen
Alexandra Hall

Also Present

Abdi Sheikh — AAU
Peter Frost — AAU
Kenzie Himi — Food Justice
Coalition
Jeanette Padilla — Food
Justice Coalition
Baylee White (Online) —
The Road Home
Allison (Online) — The INN
Between
Janida (Online) — Fourth
Street Clinic

2. **Terms**

AAU — Asian Association of Utah
ESG — Emergency Solutions Grant
CDBG — Community Development Block Grant
NICRA—Negotiated Indirect Cost Rate
HUD — Housing and Urban Development
SUD — Substance Use Disorder

3. Welcome and Introductions

Ms. Thomas begins the meeting at 5:02pm.

4. Approval of Minutes

Mr. Murphy motions to approve the minutes as written. Mr. Jones seconds. Motion passes by universal consensus. Ms. Thomas then reminds the board to use their microphones for the recording.

5. Application Review: CDBG — Public Services

Ms. Thomas introduces the Asian Association of Utah's Refugee Financial Education Program and adds that they did not receive funding last year.

Q. Ms. Bonk clarifies whether they applied last fiscal year.

A. Mr. Frost answers they did not.

Q. Mr. Frost asks what the thought process led to designing the program.

A. Mr. Frost answers that the organization aims to bring stability to refugees in Utah and through working with them, they found that many lack the level of financial literacy required to gain that stability smoothly and timely.

Q. Ms. Schechinger asks what the difference is between the organization's two applications.

A. Mr. Frost answers that ESG is more concerned with rental assistance whereas the CDBG program covers the financial literacy aspect. Mr. Sheikh adds that, though they go hand in hand, this program helps them learn budgeting and other skills to be more independent and stable in the future.

Ms. Thomas introduces The Road's Home's (TRH) Gail Miller Resource Center (GMRC) and their previous funding amount of \$30,000.

Q. Mr. Christensen asks to clarify that the funding will go to operation costs, etc. and not a specific program within the GMRC.

A. Ms. White confirms this, specifying that the funding is to support general operations.

Ms. Thomas introduces the INN Between's medical and supportive housing and end of life care to homeless adults. Mr. Rutledge adds they received \$30,000 in funding last year.

There are no questions.

Ms. Thomas introduces Wasatch Homeless Health Care, Inc.'s Fourth Street Clinic and their previous funding amount of \$30,000.

Q. Mr. Murphy asks what other non-profit organizations provide medical services within the homeless space versus how many non-profits contract with the Fourth Street Clinic to provide that service at their facilities.

A. Ms. Janida answers that they are the only primary care clinic for individuals experiencing homelessness in Salt Lake County. She adds that there are Homeless Resource Centers and the moving clinic, but Fourth Street Clinic is the only permanent medical service.

Q. Mr. Murphy asks to clarify whether other non-profits have the Fourth Street Clinic's staff at their facilities and whether they have a contract with the YWCA.

A. Ms. Janida says Mr. Murphy is correct and that the organization's mobile clinic goes to the YWCA.

Q. Mr. Christensen asks about their partnership with Intermountain Health and if the funding they've received from them has been effective for their program.

A. Ms. Janida answers that it has been helpful in supporting staff, particularly Wasatch Homeless Health Care, Inc.'s peer support and behavioral health specialists.

Mr. Christensen asks the board what percentage of funding is allowed to go to administrating and indirect costs. Mr. Rutledge answers there is a 15% indirect cost, a 10% admin cost, and the rest can go to the remaining program areas. Mr. Christensen then asks who the non-profit negotiates with if they want a higher rate for indirect or administrating costs. Ms. Thomas answers that generally goes through the governing body as long as they have the NICRA documents. Mr. Rutledge adds that the organization can also negotiate with HUD directly.

Ms. Thomas introduces the Odyssey House's application and their previous award amount of \$85,000.

Q. Mr. Murphy asks the board if clients live for free in non-profit transitional housing.

A. Mr. Rutledge answers that it depends on the non-profit. Ms. Thomas adds that in this case, clients are going from substance use treatment, to temporary transitional housing, to more long-term supportive housing. Mr. Christensen adds that HUD's definition of transitional housing is residing in a space for 24 or fewer months and, though he's unsure, he thinks that those in transitional housing may be able to keep their housing status as homeless in order to qualify for further housing assistance.

Q. Ms. Schechinger mentions that Odyssey House works with mainly those struggling with substance abuse who may or may not be homeless. She then asks, in this case, would transitional housing have a different definition due to be related to treatment facilities. Mr. Christensen suggests the term used to describe that status is 'sober living.'

A. Mr. Rutledge answers that it can mean a handful of things, but the core is that they are transitioning from 'non-housed' individuals to 'housed' while still having access to aid that a traditionally 'housed' person may not. Staff agree to find out whether Odyssey House's transitional housing meet's HUD's definition.

Ms. Thomas introduces the Food Justice Coalition's application and says that they have not previously received funding.

Q. Mr. Murphy asks what their current outreach and expansion plans look like.

A. Ms. Padilla answers that they are currently partnered with University Neighborhood Partners at the Heartland Center, and they are working to sign another contract at the beginning of the year for food scholarships for residents at the sober living facility where the Food Justice Coalition will provide meals. Additionally, they are considering extending services to after school programs and considering opening a non-profit café, depending on funding.

Q. Mr. Murphy comments that the council is considering raising the request minimum to \$50,000 and whether they would have trouble spending the extra amount.

A. Ms. Padilla answers they would not and that they have an accountant and bookkeeper that would help them best allocate and keep track of the funds.

Q. Ms. Schechinger asks what the non-profit café would look like and whether it would be an enterprise.

A. Ms. Padilla says that they would serve food at a low cost to the general public as well as current clients.

Q. Mr. Jones asks whether the schools they are considering are public or private.

A. Ms. Padilla answers that they are public schools.

Ms. Thomas introduces Advantage Services' homeless services program and their previous award of \$63,164.

There are no questions.

Ms. Thomas introduces The Children's Center Utah's Therapeutic Preschool Program and their previous award of \$30,000.

Q. Mr. Jones asks about the high turnover rate of program staff and reminds city staff that he has the same question for First Step House from the last board meeting.

A. City staff agree to reach out for more information. As for First Step House, they responded that many of their staff moved on to other professional opportunities, including one returning to school.

Ms. Thomas introduces Odyssey House's internship portion of their application and adds that they have not received funding previously.

Q. Mr. Murphy asks if their budget request would become proportional to the portion of their program that was eligible.

A. Mr. Rutledge answers that the funding request can be revised. Ms. Neilson adds that they have already chose not to revise their requested budget.

Q. Ms. Schechinger asks about the specific roles of the interns.

A. City staff agree to reach out for more information.

Q. Mr. Jones asks about the budget for the room and board sections of their application.

A. Ms. Thomas clarifies that the portion of the application regarding room and board is ineligible.

Q. Mr. Christensen asks the board to clarify what 'key' staff means in the application.

A. Ms. Thomas answers that it is anyone who works directly and/or has invested interest in the program.

Ms. Thomas introduces Catholic Community Services' Kitchen Academy program and their previous funding amount of \$30,000.

Q. Mr. Jones asks about the program turnover rate.

A. Staff agree to reach out for more information. Ms. Bonk suggests the number should be in percentages because it would add context to make the numbers more relevant. Ms. Thomas explains that the number is not in percentages because the numbers are also used for risk analysis, but adding a turnover rate may be possible.

Q. Mr. Christensen mentions that Advantage Services left their turnover status blank and asks city staff to reach out for more information.

A. City staff agree to reach out.

Ms. Thomas introduces the Catholic Community Services' Culinary Training program and their previous funding amount of \$30,000.

Q. Mr. Murphy asks where the Whedon Homeless Resource Center is whether it is used as an emergency shelter or kitchen.

A. Mr. Christensen answers the location is around Rio Grande and 200 S.

Q. Mr. Murphy asks whether it is an emergency shelter or more tailored for just meals. Mr. Rutledge answers it is used for both, though it is split.

6. Other Business

Mr. Murphy asks about the English Skills Learning Center's application. Mr. Rutledge answers that it was deemed ineligible because it was not a direct service to clients. Ms. Thomas tells the board that there is one more CDBG application that was deemed eligible, which they will discuss at the beginning of the next meeting.

Mr. Murphy asks if at the next meeting the board will cover ESG and HOPWA applications. Ms. Thomas responds that it will only be ESG, followed by HOPWA and the NANO session in later meetings.

7. Adjourn

The meeting is adjourned at 6:00 P.M.

X

CDCIP Board Chair

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held December 16th, 2024.