

-MINUTES
FROM THE
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS
BOARD MEETING (CDCIP)
Monday, January 6th, 2025
5:00pm

1. **Board Members**

Heidi Steed
Brad Christensen
Joseph Murphy
Jake Skog
Devon Schechinger
Jenny Bonk

Board Members Not Present

Andrea Schaefer
Dallin Jones

Staff Present

Dennis Rutledge
Sarah Neilsen
Alexandra Hall
Kerry Thomas
Tyler Durfee

Also Present

Jen Parsong-Soran — Shelter The Homeless
Peter Frost — Asian Association of Utah
Abdi Sheikh — Asian Association of Utah
Kristina Puslipher — Ruff Haven
Zac Pau'u (online) — Housing Authority of SLC
Baylee White (online) — The Road Home
Deborah Dilley (online)
Vance Woodward (online) — Utah Community Action
Sue Ativalu (online) — Volunteers of America

2. **Terms**

CDBG — Community and Development Block Grant
NIH — Neighborhood Improvements and Housing
ESG — Emergency Solutions Grants
TANF — Temporary Assistance for Needy Families

3. **Welcome and Introductions**

Ms. Thomas begins the meeting at 5:07 P.M.

4. Approval of Minutes

Mr. Muphy motions to approve the minutes. Motion passes unanimously.

5. Application Review: CDBG, NIH, and ESG

i. CDBG

Ms. Thomas introduces Neighborworks Salt Lake (NWSL) home rehabilitation program and mentions their previous funding of \$358000.

Q. Mr. Murphy would like more information on the \$25,000 worth of audit.

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

ii. NIH and ESG

Ms. Thomas introduces Shelter the Homeless' (STH) wrap-around program. She adds that they received previous funding for \$30,000.

Q. Ms. Schechinger clarifies that the request will cover 14.5% of utilities costs between the two facilities.

A. Ms. Parsong-Soran answers that this is correct and the total cost of the two facilities is \$345,570.

Q. Ms. Bonk asks if STH runs the shelters themselves or if they are sub-contracted to run the facilities.

A. Ms. Parsong-Soran clarifies that STH is the owner of the shelters and responsible for utility, upgrades, etc. She adds that, through management contracts, the Gail Miller resource center is managed by The Road Home and the Geraldine E. King center is managed by Volunteers of America. She also mentions that this request is only for utilities because they received funding from the State of Utah which would allow them to cover their maintenance costs.

Q. Mr. Murphy asks to clarify if STH owns the land as well as the buildings, that they subcontract the Geraldine E. King facility for \$10/month, that the Youth Resource Center is operated by Volunteers of America, not STH, and that their CDBG public services application is for food and security costs.

A. Ms. Parsong-Soran answers that all of the above is correct.

Q. Mr. Murphy asks about the contractual relationship between STH and Catholic Community Services for their CDBG application.

A. Ms. Parsong-Soran clarifies that STH pays for the food and Catholic Community services prepares and delivers the food.

Q. Ms. Schechinger also asks why the amount mentioned in STH's CDBG application does not cover the 'winter flow' costs.

A. Ms. Parsong-Soran answers that the winter overflow meals are 100% funded by the State of Utah's Office of Homeless Services, so the CDBG funding will not apply.

Q. Mr. Skog asks what STH's contingency plan is for STH if the funding does not get approved.

A. Ms. Parsong-Soran answers that STH has an aggressive development plan for funding each year and that they would search elsewhere, public or private, for funding.

Q. Mr. Murphy asks city staff what the difference is between CDBG-NIH and ESG applications.

A. Ms. Thomas answers that CDBG is categorized as more of the hard cost, construction portions, whereas public services are more soft-cost and public facing. Ms. Parsong-Soran adds that ESG funding is only to be used with operational costs such as utilities and maintenance.

Ms. Thomas introduces the Asian Association of Utah's (AAU) program.

Q. Ms. Bonk asks how they were able to run the program last year without ESG funding.

A. Mr. Frost answers that they give assistance regardless but with more funding the more they can support their clients.

Q. Mr. Murphy mentions their application references to clients in the Utah county and asks what their target beneficiaries are in Salt Lake City specifically.

A. Mr. Sheikh answers that the budget breakdown will be determined by the number of applications received. Mr. Frost clarifies that they estimate the number of people served will be about half of those served within the county.

Q. Mr. Christensen asks about clients who are in imminent risk of homelessness or currently experiencing it.

A. Mr. Sheikh answers that they are inclusive and may not take precedence.

Mr. Frost adds that their program is mainly meant to be preventative, but those with imminent need or currently homeless individuals both qualify for their program. can still assist those who are homeless.

A. Mr. Christensen asks about their client base and what happens if they have received 2 years of refugee resettlement assistance from the AAU, but still need more support.

Q. Mr. Frost says the settlement process is different per person, but they try to give individuals a full year of assistance so they may be able to take better care of themselves. However, beyond the two years support, others will come to the AAU for other housing services.

Ms. Thomas introduces Ruff Haven's outreach program and states that they are a new program.

Q. Mr. Murphy asks both city staff and Ruff Haven why their program is eligible this year versus last year where they were deemed ineligible.

A. Ms. Pulsipher answers that they have designed their program more for outreach and case management services for people experiencing homelessness. Mr. Rutledge adds that the beneficiaries were listed as the animals last year whereas it's deemed as the individuals this year.

Q. Mr. Murphy asks about the case management aspect of the program.

A. Ms. Pulsipher answers that they will house animals for people in crisis situations. They also provide free veterinary services such as vaccines and food for those living in the homeless resource centers. They are primarily made up of volunteers and will like to collect more data so they can become an HMIS provider. Ms. Thomas adds that HMIS is a requirement for ESG unless it is a domestic violence shelter or comparable.

Q. Mr. Christensen clarifies that Ruff Haven connects pet owners experiencing homelessness to resources to help their pets during a crisis.

A. Ms. Pulsipher says that is correct and adds they find 80% of applicants contact Ruff Haven first, sometimes even before shelter services, and thus Ruff Haven can connect those people to other services.

Q. Mr. Skog asks about Ruff Haven's 2025 opioid litigation settlement.

A. Ms. Pulsipher answers that Ruff Haven was one of 5 recipients of opioid litigation funding. She adds that many people using opioids don't seek treatment because they need to take care of their pets, so Ruff Haven will offer a safe place for those pets to stay so their owners can seek better situations.

Q. Mr. Christensen asks if they have any concerns about fitting the requirements of ESG with their mission creed.

A. Ms. Pulsipher answers that they are currently already doing their work and aren't currently receiving funding from the city and don't see their work as going outside their designated mission of keeping families and their pets together.

Q. Mr. Skog asks if they only have the two employees previously mentioned or if there are more.

A. Ms. Pulsipher answers that they have kennel staff, a donation community coordinator, and an AmeriCorps employee as well as the two full time staff members for Ruff Haven's executive branch. They are also seeking a full-time Community Care Coordinator.

Ms. Thomas introduces The Road Home's financial Assistance programs.

Q. Mr. Christensen asks what portion of the funding covers the total program.

A. Ms. White answers that the numbers reflect one portion of the rapid rehousing program which uses a variety of funding sources. ESG is only one of the funding streams, but it is important for families that may not meet TANF eligibility.

Q. Ms. Christensen asks what was escalated to HUD in 2023 and what action was taken.

A. Ms. White answers that according to her documentation there was no escalation to HUD and that the program had not had any escalations in the last 3 years. What is labelled as an escalation is a clerical error.

Ms. Thomas introduces the Housing Authority of Salt Lake City's Permanent Supportive Housing program.

Q. Ms. Schechinger asks if they received 79 million dollars in the past 2 years from various funding sources.

A. Mr. Pau'u answered that they received a large sum for another program, but that fund does not relate to the program they are applying for.

Q. Mr. Murphy asks about the relationship between the Salt Lake City government and the Housing Authority of Salt Lake City.

A. Mr. Pau'u answers the only relationship is that the mayor appoints their Board of Commissioners.

Q. Mr. Christensen asks if this funding is going towards Pamela's Place due to his personal ethical obligations as an employee of Pamela's Place and member of the CDCIP board.

A. Mr. Pau'u answers the funding goes to eviction prevention services at Pamela's Place. Mr. Christensen says he will work with city staff and the city attorney to find out what his ethical obligations are.

Ms. Thomas introduces Volunteers of America's (VOA) Youth Resource Center and their previous funding amount of \$49,739.

Q. Mr. Murphy asks if the building is owned and operated by VOA, or if they have a different relationship with a landlord, for example.

A. Ms. Ativalu answers that it is owned and operated by VOA.

Q. Mr. Murphy confirms that any cost associated with owning and operating the shelter is burdened by the VOA.

A. Ms. Ativalu says that is correct.

Ms. Thomas introduces Volunteers of America's Geraldine E. King Women's Resource Center and previous funding amount of \$30,000.

Ms. Ativalu clarifies that the request covers any major maintenance above \$5,000. VOA does all the cleaning and utility maintenance.

Q. Ms. Schechinger asks about the funding received by the State of Utah and whether it will go towards the same pools as the request.

A. Ms. Ativalu answers that she will have to get back to the board with that information, but she believes the majority of that funding went towards the purchasing and repurpose of the VOA's old detox facility.

Ms. Thomas introduces Utah Community Action's (UCA) RRH services and previous funding of \$34,368.

Q. Mr. Murphy asks what the UCA means by 'data lake' in their application.

A. Mr. Woodward answers that data lake is a compilation of pulled data compiled by their organization to make it more easily accessible.

Q. Mr. Murphy asks if Mr. Woodward can speak to any efforts made by the organization as a result of the data.

A. Mr. Woodward answers they are able to see improvements in monthly gains, how many people they can assist in stabilizing, and what programs are most needed/used.

Ms. Thomas introduces First Step House's Resource Center Program (RCP) and previous funding of \$39,437

Q. Mr. Christensen asks if there is any way to get a testimonial of the shelter operators relating to the value of the program.

A. City staff agree to gather that information.

Q. Mr. Murphy clarifies that First Step House embeds people into other shelters, and that Mr. Christensen wants feedback from the shelters about how well the program functions.

A. Mr. Christensen answers that he wants more of a reference from the other shelters.

Q. Ms. Bonk asks why Mr. Christensen hasn't made the request to other, comparable programs.

A. Mr. Christensen answers that First Step House's request is similar to previous case-management and shelter requests that would come from housing first programs. He wants to know about the benefit of First Step House's substance services first, housing second, way of functioning. Ms. Bonk comments that she isn't sure if gathering testimonials is the best way to find that information. Ms. Schechinger agrees that providing a justification for sobriety first versus housing first would be helpful; though, looking for testimonials may be primarily "fluff." Mr. Christensen modifies his request to ask for clarification on how First Step House's program supports a housing-first approach in the overall shelter system.

Q. Mr. Murphy asks to find what resource centers they are embedded in.

A. City staff agree to find that information.

Ms. Thomas introduces the YWCA Utah's Shelter Advocates program.

Q. Ms. Bonk would like information on why the request of \$75,000 is going to 9 beneficiaries.

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

6. Other Business

Ms. Bonk mentions that there is a potential conflict for her for the next meeting and wants to make sure the board still has a quorum. Ms. Thomas says that she is the only one who has mentioned a conflict so a quorum should still be achieved.

Mr. Murphy asks what date final funding night is. Ms. Thomas answers it is February 3rd, 2025.

Ms. Thomas mentions that NANO sessions are on January 27th and reminds board what the questions

are for those sessions.

Mr. Murphy clarifies the applications for the next meetings. Mr. Christensen mentions that the board cannot see HOME applications from their end. Mr. Rutledge agrees to add the board to the HOME applications.

Ms. Schechinger asks if it would be possible not to do NANO sessions next year. Mr. Rutledge says that city staff have a proposal for a different way to do NANO sessions for future years, particularly by including questions in the application process for the board to consider.

7. Adjourn

The meeting is adjourned at 6:26 P.M.

X

CDCIP Board Chair

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held January 6, 2025.