

**-MINUTES
FROM THE
COMMUNITY DEVELOPMENT & CAPITAL IMPROVEMENT PROJECTS
BOARD MEETING (CDCIP)
Monday, December 1st, 2025
5:00pm**

1. Board Members

Brad Christensen
Joseph Murphy (Jurphy)
Devon Schechinger
Dallin Jones (Online)
Cooper Fankhauser
(Online)
Sean Weeks
Jenny Bonk

Board Members Not Present

Staff Present

Kerry Thomas
Dennis Rutledge
Sarah Neilsen
Alexandra Hall

Also Present

Alisha Peart – CCS
Samira Harnish – WoW
Candice Stratford – WoW
Meghan Fry – FSC
Jeniece Olsen – FSC
Deborah Dalley – ESLC
(online)
Mary Anne Davies – DLC
(Online)
Laura Henrie – DLC
(Online)

2. Terms

CCS – Catholic Community Services
WoW – Women of the World
FSC – Fourth Street Clinic
EMS – Emergency Medical Services
ESLC – English Skills Learning Center
DLC – Disability Law Center
ADA – Americans with Disabilities Act

3. Welcome and Introductions

Ms. Thomas begins the board meeting at 5:02 P M

4. Approval of Minutes

Mr. Murphy motions to approve the minutes from both 11/10/25 and 11/17/25. Mr. Weeks seconds. The minutes pass.

5. Application Review: CDBG PS

Ms. Thomas introduces the application review process.

i. Catholic Community Services (CCS) – Housing Locator

Ms. Peart introduces the housing locator program which helps clients with housing applications, life skills, etc.

Q. Mr. Christensen asks how long CCS has had a dedicated Housing Locator.

A. Ms. Peart answers this year will be the second year.

Q. Mr. Christensen clarifies whether this position is an employee for CCS.

A. Ms. Peart confirms the employee is employed by CCS and describes more about the position duties.

Q. Mr. Weeks asks about the development of the position.

A. Ms. Peart answers that it was developed via trial and error of what they found their clients needed most during their case management. She adds the housing locator tailors its duties on a case-by-case basis depending on client needs.

Q. Mr. Murphy notes that there is no other funding for the position listed on the application and asks what the alternative would be for them if they were not awarded this funding.

A. Ms. Peart answers the position would likely go part time and be partitioned to other duties.

ii. Catholic Community Services (CCS) – Employment and Client Specialist

Ms. Peart introduces the Employment and Client Specialist, which assists clients with finding and maintaining employment as well as provides instruction to CCS's Kitchen Academy.

Q. Mr. Murphy asks for an example for a business they have worked successfully with in the past.

A. Ms. Peart answers they've had success working with Chik-fil-a.

Q. Mr. Murphy asks how they would prioritize their applications.

A. Ms. Peart answers that they are both very important and work together to aid in the success of their clients so she cannot prioritize one over the other.

Q. Mr. Jones asks if both applications are for full-time or part-time positions.

A. Ms. Peart answers they are full-time.

Q. Mr. Murphy asks if there is a notable success story they can share.

A. Ms. Peart answers that several clients that graduated from the Kitchen Academy are now employed full-time.

Q. Mr. Weeks asks about the Kitchen Academy.

A. Ms. Peart answers it is a 12-week program which their employment specialist assists with managing. They assess each client based on their skills and the academy assists in finding jobs in kitchens, restaurants, etc. They help with job experience, food licenses, and employment skills.

iii. Women of the World (WoW)

Ms. Harnish introduces herself and WoW. They help with employment, case management, and English skills. With this funding they can help provide the practical tools needed to help women and families go from crisis to stability.

Q. Ms. Nielsen clarifies how they pay childcare stipends.

A. Ms. Harnish answers that the stipend is given to the program participant who is also providing childcare.

Q. Mr. Christensen asks about previous funding for this program.

A. Ms. Harnish answers that the majority of their funding comes from the private sector, and every year they do a fundraiser during International Women's Day. The government makes a minority of their funds.

Q. Mr. Murphy asks how WoW finds their clients.

A. Ms. Harnish answers it is primarily by word of mouth.

Q. Mr. Murphy asks how large their organization is.

A. Ms. Harnish answers that they have twelve staff members.

Q. Ms. Bonk asks how WoW found out about CDBG funding.

A. Ms. Harnish answers that she regularly looks for resources for the organization. In this case, she was notified by a community partner.

iv. Fourth Street Clinic (FSC)

Ms. Olsen and Ms. Fry introduce themselves and their Health and Housing Transition Team. Ms. Olsen explains they use a multidisciplinary model that allows clients to access mental health services without leaving their living space or community. Ms. Fry adds that since the program has been growing exponentially since 2024 and there is more of a demand than ever for behavioral health services, and they are ready to expand.

Q. Mr. Christensen asks how they track EMS interactions.

A. Ms. Olsen replies that she doesn't have the data on hand, but anecdotally they have seen a drop in EMS calls to the facility and there were fewer calls for

psychiatric distress in general.

Q. Mr. Weeks asks what behavioral health services are available on campus.

A. Ms. Fry answers that they have a full-time therapist and psychiatrist on site. Ms. Olsen adds that part of their request is to expand their services to a second site.

Q. Mr. Weeks asks if they can compare the services provided at the housing complex versus the clinic.

A. Ms. Olsen answers that the services they offer are similar, but patient engagement is higher at the Magnolia complex due to the services being provided at a person's door. They measure this by keeping track of absences.

Q. Mr. Weeks asks how their services benefit the clients they've worked with.

A. Ms. Olsen answers that the participants in this program experience a low rate of recidivism into homelessness. She adds that, anecdotally, The Road Home has seen a reduction in incident reports meaning police are coming less and participants seem to be less distressed.

Q. Mr. Weeks asks for more details on how they assist clients with psychiatric disorders.

A. Ms. Fry says that their on-site psychiatrist is helpful for in-home visits and encourages clients to meet with her and take their medications.

Q. Mr. Murphy asks whether fourth street owns Magnolia apartments or if it is a partnership.

A. Ms. Olsen answers that The Road Home owns and operates Magnolia and they are part of a partnership.

v. Disability Law Center (DLC)

Ms. Davies and Ms. Henrie introduce themselves and their employment program. She explains some of the services they provide for individuals experiencing employment discrimination.

Q. Mr. Jones asks what happens to money awarded through cases.

A. Ms. Davies answers that they have a 15% contingency fee that goes back into serving other clients and they try to negotiate attorney's salaries.

Q. Mr. Murphy asks if this is their first time applying to CDBG funding for SLC.

A. Ms. Davies answers it is the first time for this specific program. Ms. Henrie adds that they had a grant for their Special Education Team.

Q. Mr. Murphy asks if there is a notable success story for this program they would like to share.

A. Ms. Davies tells an anecdote of a person with a mental health disability who was treated poorly at her assembly line job, causing her disability to worsen, and they won the case for a significant amount of money. She says that she believes it's important to stand up for employee rights and uphold ADA law. Ms. Henrie adds that this case was referred to them by a private attorney who couldn't take the case

because the back wages weren't likely to be high.

vi. English Skills Learning Center (ESLC)

Ms. Dalley introduces herself and the ESLC Workplace program. She says that many of their students have no literacy skills in any language and they work with other businesses to encourage them to offer English language classes to their staff and improve English language skills amongst their workforce.

Q. Mr. Murphy asks how many staff they have.

A. Ms. Dalley answers that they have thirty employees across all their programs, three of which contribute to their workplace program.

Q. Mr. Christensen asks for more information on how they decide the best way to teach the English classes.

A. Ms. Dalley answers it depends on the employer and the partnership, but they have found success when teaching Daily Needs instruction in the past.

Q. Mr. Christensen asks how they find their clients.

A. Ms. Dalley answers that they go through the companies, but they have a lot of collaborative partnerships, so even if the client doesn't have an employer they might be referred to ESLC.

Q. Ms. Nielsen asks if the beneficiaries are residents of SLC.

A. Ms. Dalley answers that they were focusing on the workplace because it is difficult to verify the individuals' boundaries, so they've focused on businesses within the SLC service area. However, they do keep comprehensive demographics to ensure compliance.

vii. Salt Lake American

There was no representative for Salt Lake American. The board asks the following questions to city staff.

Q. Mr. Jones asks why their funding request is under the minimum funding amount.

A. Ms. Nielsen answers that city staff reached out and confirmed that Salt Lake American would be able to use the minimum of \$50,000 if awarded.

Q. Mr. Weeks asks if they only offer translation services for Somali.

A. Ms. Nielsen answers that they focus on Somali refugees, but they are required to help any refugee that seeks out their organization and that will hopefully be in their policies soon.

Q. Mr. Christensen asks if they were funded for the previous year.

A. Ms. Nielsen answers that it was not the previous year, but they had been awarded 24-25 CDBG-CV funding.

6. Other Business

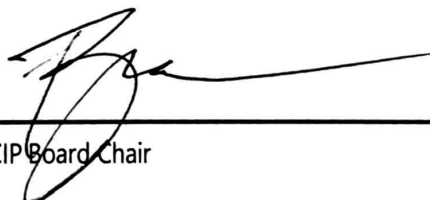
Ms. Thomas notifies the board that Mr. Faiz has resigned from the board due to a conflict of interest. Mr. Rutledge adds that city staff will be able to send the updated council scores before final funding night.

Ms. Thomas also reminds the board of the expectations for mini-final funding night and asks the board to bring in something that allows them to access Neighborly to the meeting. She also asks for any questions to be brought to her as soon as possible. Additionally, city staff will be giving the board a survey of the software and to take note of their issues with it.

Mr. Murphy advocates that the board ought to keep the total amount of funding available in mind when they make their suggestions. The board discusses it.

7. Adjourn

Meeting is adjourned at 6:16 P.M.

X 

CDCIP Board Chair

This document along with the digital recording constitute the official minutes of the CDCIP Board meeting held December 1st, 2025.