



Housing Committee Meeting
Edison Neighborhood Service Center, 150 NW 79nd Street,
Conference Room, Miami, FL 33150
October 17, 2019

#	Members	Present	Absent	Guests
1	Ade, Rose		x	Alicia Apfel
2	Alleyne, Karen		x	Laurie Ann Burks
3	Barcenas, Rosalind	x		Karen Iglesias
4	Gabriel, Kytaina	x		Joe Soto
5	Herz, Stephen		x	
6	Howell, Jonathan		x	
7	Laso, Carlos		x	
8	McFeely, John	x		
9	Mitchell, Synthia	x		
10	Tazoe, Roberto	x		
11	Williams, April	x		
Quorum: 4				Staff
				Robert Ladner
				Abigail Schmelz

I. Call to Order

John McFeely, the Vice Chair, called the meeting to order at 2:07 p.m. He welcomed everyone and asked for introductions.

II. Resource Persons

John McFeely identified Ms. Abigail Schmelz and Dr. Robert Ladner from Behavioral Science Research (BSR) as resource individuals.

III. Review/Approve Agenda

The committee reviewed the agenda. Mr. McFeely requested discussion of the vice chair position under new business. A motion was made to accept the agenda with the change noted.

Motion to approve the agenda with the addition under new business discussion of the vice chair position.

Moved: Roberto Tazoe

Second: Rosalind Barcenas

Motion: Passed

IV. Floor Open to the Public

Mr. McFeely read the following:

Pursuant to Florida Sunshine Law, I want to provide the public with a reasonable opportunity to be heard on any items on our agenda today. If there is anyone who wishes to be heard, I invite you to speak now. Each person will be given three minutes to speak. Please begin by stating your name and address for the record before you talk about your concerns.

A guest, who is a Housing Case Manager, indicated that they have been having issues obtaining plan of care information from clients who have managed care plans. Mr. Tazoe indicated that the HOPWA program is aware of the situation and a moratorium has been placed on obtaining the needed plan of care forms. Discussion has taken place about developing an alternative form to be completed.

V. Review/Approve Minutes of September 19, 2019

The committee reviewed the minutes of September 19, 2019 and a correction was noted on page 2. Additional HOPWA funds must be expended by June 30, 2020.

Motion to accept the minutes of September 19, 2019 with the correction noted.

Moved: Synthia Mitchell

Second: Kytaina Gabriel

Motion: Passed

VI. Membership

Robert Ladner

Dr. Robert Ladner reviewed the vacancy report (copy on file) and indicated that there were 13 vacancies on the Housing Committee.

VII. Reports

- **Housing Opportunities for Persons Living with AIDS (HOPWA) Programs Update (LTRA, Project Based, STRMU)**

Roberto Tazoe

The waitlist is still on number 285. No additional clients have been called off the waitlist.

The City of Miami is preparing to create a new waitlist in February 2020. A draft application was shared (copy on file). The application period will open February 10-21, 2020. This two week period will allow clients the opportunity to gather paperwork for the application process. The application will not be released early but the medical verification form will be available ahead of time. Paper applications will be available at select locations throughout the County (NET office, library, Community Action Agencies). Links will be placed on the City of Miami and aidsnet.org websites to download the forms. There was a question regarding what is meant by 'immigration status'. It was suggested to include some clarifying language and sample acceptable documents for that section of the application. In addition, on page 4 under applicant certifications, the first statement appears to be missing some language to make the statement make sense. This will be corrected.

The City applied to the State HOPWA Program for additional funding and has engaged in conference calls to finalize the details. The contract should be ready to execute by November 1. The funds will be paying for items such as application fees, deposits, and utility fees. Funds must be used by the end of June 2020. Some money will be spent on marketing to publicize the program. Care Resource will be the lead agency for these State funds.

For individuals who are in project based units the HOPWA assistance is tied to the unit. If they wish to leave the unit, the assistance is not portable. When the HOPWA long term waitlist opens, they can apply for the lottery but are not guaranteed placement on the new waitlist.

- **Partnership Report**

John McFeely

The Partnership report (copy on file) was referenced and any questions can be directed to staff.

VIII. Standing Business

- *None*

IX. New Business

- **2019 HIV/AIDS Housing Needs Assessment**

Alicia Apfel

Ms. Apfel indicated it is time to do another Housing Needs Assessment. Last time the survey administration was done online but participation dropped. Dr. Ladner indicated that BSR collects data as part of the yearly client satisfaction and housing is a component included. This data can be shared with Ms. Apfel. The state also did a needs assessment that had some housing components. Ms. Iglesias indicated she can inquire with the state as to the status of the needs assessment. Ms. Apfel indicated that she will request from the Homeless Trust the number of clients who have reported being HIV positive. The survey will be shortened but will include:

- Basic demographic information
- Income and employment information
- Rent/mortgage information
- Current living location (where, and what kind of housing?)
- Housing vulnerability (if rent increased, what would happen)
- If in substance abuse treatment
- Homeless experience
- Would people take advantage of housing stability support program?

A draft will brought to the next meeting.

- **Ending The Epidemic Update**

Karen Iglesias

Ms. Iglesias shared the Ending the Epidemic initiatives being completed by the Miami-Dade Department of Health. Ms. Iglesias will be providing updates to the committees quarterly. Seven jurisdictions within Florida received funding to develop a plan. The draft plan must be completed by the end of year. The Department will be doing a needs assessment, situational analysis, key informant interviews, town halls and online community forums. A countywide survey has been developed and was distributed (copy on file). Members were encouraged to complete and share the survey with others.

- **Vice Chair Position**

All

Mr. McFeely indicated that the HRSA site report detailed the desire to have the Executive Committee meet more often. The Executive Committee is comprised of the chair and vice chair of each committee. The Executive Committee meets the first Monday of every month. Because of conflicts in his schedule, Mr. McFeely indicated he could not continue as vice chair of the Housing committee. If anyone is interested in serving, please have them contact staff. This item will be continue to be addressed at next month's meeting.

X. Announcements

Roberto Tazoe indicated officials from the HUD HIV division were going to be visiting the City on October 23. He wanted to invite the chairs of the Partnership and Housing Committee to attend. He indicated he will announce the item at the Partnership meeting.

XI. Next Meeting

The next meeting is scheduled for November 21, 2019, at the Edison Neighborhood Service Center.

XII. Adjournment

The Vice Chair adjourned the meeting at 3:07 p.m.