



NEIGHBORHOODS DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT DIVISION

JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
MEETING MINUTES

Wednesday, April 24, 2019
9:30 am

Proceedings before the Jacksonville Housing and Community Development Commission taken on
Wednesday, April 24, 2019
Ed Ball Building, 8th Floor, Jacksonville, FL32202
Jacksonville, Duval County, Florida, commencing at approximately 9:30 a.m.

Commissioners

David Wakefield, Chair
Raul Arias, Vice Chair
Marshall Adkison, Commissioner - UNEXCUSED
Teresa Durand-Stuebben, Commissioner
Diana Galavis, Commissioner - EXCUSED
Charles Garrison, Commissioner
Curtis Hart, Commissioner
Sharol Noblejas, Commissioner - EXCUSED
Lauren Parsons Langham, Commissioner
Thomas B. Waters, Commissioner

City of Jacksonville Staff:

Dr. Johnny Gaffney
Sandra Stockwell, OGC
Thomas "Tom" Daly, Chief
Kelly Mierkowski, Affordable Housing & Community Development Administrator
Barbara Florio, Board Liaison
Julie Ann Rivera, Board Administrative Support

City Council:

Council Member Garrett Dennis, Absent

Guests Present:

Martha Cox, Episcopal Children's Services
Jen Silva, Episcopal Children's Services
April Sprague, Episcopal Children's Services
Michelle Tappouni, Ability Housing
Nicole Lewis, Northwest Jacksonville CDC
Dewayne Robinson, RRHS

Staff:

Sarah Bohentin	Jane Bouda	Benita Dawson
Shanee Ealey	Rob Gillrup	Kamisha Gross
Susan Harnage	Carolyn Herring	Travis Jeffrey
Loretta Lee	Kenny Logsdon	Carla Ray
Errol Schell	Eleanor Sweet	



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MEETING MINUTES**

Call Meeting to Order, Welcome and Introductions

Chair David Wakefield called meeting to order at 9:30am; quorum present.

Approval of Minutes for March 27, 2019

A motion to approve the March 27, 2019 minutes was made by Commissioner Charles Garrison and duly seconded by Commissioner Curtis Hart.

Motion Passed: 9-0.

I. Public Comments

No public comment cards.

II. Division Report – Tom Daly, Esq, Chief

Exhibits which are attached hereto and by this reference made a part hereof:

- 2019 NCD Schedule of Events
- Fair Housing Week

Chief Daly reported the Kick Off event for NCD week was held on Monday with a proclamation from the Mayor's office and a Fair Housing training by JALA and the Jacksonville Human Rights Commission. On Tuesday volunteers participated in a Habitat for Humanity build. On Thursday the Chief and volunteers will be serving lunch at Adams Street Salvation Army location.

JHDC Commissioners are invited to the NCDA conference the week of June 18th, 2019.

Universal Application cycle funding legislation is final and is going to MBRC on May 8th. The LHAP amendment for SHIP funds has been filed and is going thru City Council. Once this is approved it will be sent to the Florida Housing Finance Commission.

Michael Chaney from the FL Housing Coalition held a technical training for HCDD staff in anticipation of a monitoring of all entitlements for the SHIP funds for FY16/17. Mr. Chaney had a few comments and suggestions regarding organizational aspects to make it easier for them to review the files.

The Division is working on the CDBG-DR program, managed by Sarah Bohentin. The funds will come thru DEO with a contract of approximately \$2M, currently going thru City Council. The Division is also working with the consultant on the Hurricane relief contract for the UAE grant.

Commissioner Garrison inquired which Hurricane were the CDBG-DR funds for and were there any additional updates on the other Hurricanes? Chief Daly indicated the funds are for Hurricane Matthew and Irma is managed done by Rebuild Florida, a program of the Florida Department of Economic Opportunity. Rebuild Florida has extended their deadline to continue taking applications.

III. Presentation – Martha Cox, Director of Grants and Research, Episcopal Children's Services

Exhibits which are attached hereto and by this reference made a part hereof:

- Every Child Deserves a Strong Start in Life



NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION

Episcopal Children's Services is receiving CDBG funding. Research shows there is incredible growth in young children's brains during the early years with 90% of the human brain developed by the time they are five, but poverty has a negative effect on the ability of children to effectively develop.

Children in poverty are entering kindergarten two years behind their peers and by age four they are 38% behind. Children in poverty hear fewer words and by age three a child in poverty will hear 30 million fewer words. In Duval County 27% of children under five are living in households earning below the federal poverty line which affects more than one in four children.

High quality care and surrounding children with what they need to be able to learn and develop will reduce and, in many cases, even eliminate achievement gap. Children's progress is measured across six different learning domains with nationally established age appropriate benchmarks for what they should be doing by certain ages. Disabilities or learning challenges can be identified early and the supportive services are in place. Also, children and people in poverty will suffer more health effects and tend to be living in food deserts. At Episcopal Children's Services Children Head Start program not only are they provided with the education, they are provided two full meals and a snack every day.

The United Way ALICE report (Asset Limited Income Constrained Employed), is the term for people who are working but are still poor. Childcare costs are now equal to and in some cases exceed housing costs. By providing these services, at no financial cost to parents, they can work, attend job training or return to school. The agency also asks parents to contribute by volunteering their time and this time is used as match for Federal Funds at approximately \$15K a month.

Commissioner Garrison inquired is there a potential for the agency to serve more than the 112 they serve. Ms. Cox replied the funds were to provide support, pay staff cost to operate the Center, nutrition and health assessments. There are two teachers in every classroom, at all times. The office of Head Start provides 80% of the funding which is the limiter on enrollment. There is potential, if the agency can find additional sources of funds. What they work on is to keep the enrollment at 100%.

Commissioner Waters inquired on the location of the West and North side facilities and if the agency was partnering with organizations within those communities to further expand their resources and in their partnerships or potential partnership has the agency considered working with those organizations to have satellite programs in the heart of the population they are located? Ms. Cox indicated their West facility is right next to the Kip school, in front of ACPS and the North is off MLK. The agency has a very robust list of community partnerships within the nonprofit community, neighborhood associations, NWJCDC. The agency also brings in resources for parents; i.e. JALA, Housing Authority, Ability Housing.

Commissioner Arias asked how they achieve the 100% enrollment, if there was a waiting period and the average wait time? Ms. Cox stated the agency maintains a very active waiting list and does community outreach. They work very closely with the school system to ensure the children are transitioned well when they go into Kindergarten. They have a dedicated family advocate at each one of the centers with the primary responsibility of keeping the waiting list full so if a child needs to move there is someone already qualified to fill the spot. The waiting list is prioritized based on the child's vulnerability. i.e. children with disabilities, homeless, foster care.

Commissioner Langham inquired on the different roles of community volunteer and the availability. Ms. Cox indicated people can come in and read to the children and/or play with them at the playground. Women's United Way Group came in on a Saturday to sterilize and clean every single surface. This allowed the teachers to focus all their time developing lesson plans. Community leaders can come in during the regular parent meetings and speak on topics of interest.



NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION

Chair Wakefield asked for additional information on how the agency measures the achievement gap and what type of tests they do to track the information? Ms. Cox indicated the student curriculum is directly linked to the assessment process. Teachers collect developmental progress on every child on a regular basis and this is captured into the assessment system. Children are formally assessed three times in the year, but teachers do it every week. Teachers will create individual plans and track them thru the weekly planning.

Chair Wakefield inquired as to how the agency arrived at the 15K per month match? Ms. Cox answered there is a dollar figure used for different volunteer activities which is tracked for federal grants and provides a great feedback for the parents.

Commissioner Waters asked if the teachers are certified and what type of regulatory progress have they gone through? Ms. Cox indicated everyone needs to have their CDA (Child Development Associate) before they step into a classroom. Depending on their experience, they will also go thru a minimum of 80 hours of professional development with the agency. Currently, over 60% of the Head Start teachers carry a bachelor's degree or higher. In terms of knowing how teachers are effective, there is the classroom assessment scoring system which objectively tracks teacher quality. The biggest indicator on how well the child develops is the quality of interaction between the teacher and the child. The formal class scoring is done three times a year, two of them are done by the agency's certified people and one by an external evaluator to ensure the quality. There are qualified coaches that come in once a week and sit for an hour with every teacher. They observe the teacher, give feedback, decide the area they need to work on, give them strategies and ensure they are getting those improvements. Head Start measures class scores nationally.

Commissioner Waters inquired how the agency is dealing with children with disabilities / problems at home? Are there mental health counselors available? Ms. Cox indicated they have mental health counselors on staff and they also partner with other agencies because the earlier they start addressing the learning issue the better it is for the child.

IV. Quarterly Report – FY 2018-2019 – Kelly Mierkowski, Affordable Housing and Community Development Administrator

Exhibits which are attached hereto and by this reference made a part hereof:

- Housing Scorecard
- Community Development Scorecard

Ms. Mierkowski reported on the Housing Scorecard, for HOME and SHIP programs and on the Community Development Scorecard, for CDBG, ESG and HOPWA programs. Family Support Service is no longer on the non-compliance list with all agencies now in compliance.

Commissioner Hart requested the Division spell out the acronyms on the report for future references.

Commissioner Waters inquired if the Division anticipated any more CHDO's to be certified in the City. Ms. Mierkowski indicated right now there are three and they are certified per project. Staff is working with the current CHDO's to build their capacity and assist them on their projects.

Commissioner Garrison inquired on what the LMC /LMA terms stood for and if there were any compliance or monitoring issues? Ms. Mierkowski indicated Low Moderate Clientele and Low Moderate Area respectively and there was no compliance or monitoring issues.



NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION

Chair Wakefield asked if there was a timeline on the grocery store. Ms. Dawson, Human Services Planner II, indicated the agency should be starting the site work with the actual groundbreaking sometime next month. CDBG funds are going towards the retention pond and the preliminary work has been done. The project is a multi-year with the agency purchasing the property and the environmental assessment already complete.

Chair Wakefield asked Commissioner Hart if construction costs are they the same as five years ago? Commissioner Hart replied no; construction costs are going up. Ms. Dawson indicated the Division expects more funding requests in the upcoming years.

Commissioner Waters indicated all the CHDO's have been funded for multiple years and he is concerned there are other organizations within the City that are interested and actively involved in Housing Development. He inquired if there is a cutoff or a limit to how long these organizations will be able to benefit from being a CHDO to allow room for other organizations to come in? Chief Daly answered there is no cutoff and the Division does not currently provide any operating support. The funding is strictly for the project. As organizations come in, part of the HOME application includes a CHDO certification form as CHDO's are currently certified per project. Any nonprofit organization that does housing development can complete the form and if everything is correct then they can be certified as a CHDO for that project.

Commissioner Durand-Stuebben inquired on the ESG carryovers, specifically Changing Homelessness, and why there are no expenditures. Chief Daly indicated they have collected the data but have not submitted their invoices.

Commissioner Garrison inquired if there were any updates on the HOME Revolving Loan Fund? Chief Daly indicated the Division was currently receiving applications with a cutoff date of May 3rd.

V. New Business

No new business

VI. Unfinished Business

Exhibits which are attached hereto and by this reference made a part hereof:

- HIV-AIDS Data Duval County vs State

Ms. Mierkowski reported Commissioner Hart had requested additional information on the HIV/AIDS cases diagnosed in Duval County. The attachment contains HIV/AIDS cases diagnosed in Duval County versus the State of Florida.

Commissioner Hart pointed out the drastic rate drop in 2008. Liaison Florio indicated the report came from Florida Health Department.

Meeting Adjourned

The meeting was adjourned at 10:22 AM



**NEIGHBORHOODS DEPARTMENT
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THE DATE FOR THE NEXT MEETING IS WEDNESDAY, MAY 22, 2019.

CERTIFICATION

Recorded and Transcribed by:

A handwritten signature in blue ink, appearing to be "Julie Ann Rivera", written over a horizontal line.

Julie Ann Rivera, Executive Assistant
JHCDC Staff Support

Submitted by:

A handwritten signature in blue ink, appearing to be "Barbara Florio", written over a horizontal line.

Barbara Florio, Operations Manager
JHCDC Board Liaison

Approved by:

A handwritten signature in blue ink, appearing to be "David Wakefield", written over a horizontal line.

David Wakefield, Chair
JHCDC