



HOUSING CONNECT

MINUTES OF THE REGULAR BOARD MEETING

November 20, 2019

PRESENT:

Jennifer Johnston – Chair
Mark Johnston – Vice Chair (audio)
Phil Bernal – Commissioner
Roderic Land – Commissioner (audio)
Erin Litvack – Commissioner
Spencer Moffat – Commissioner
Gwen White – Commissioner

GUESTS:

Anne Burkholder – CEO, YWCA-Utah
Lorie Dudley – CFO, YWCA-Utah
Brent Stratton – B2A CPAs
Stephanie Bourdeaux – Chair, Housing Opportunities, Inc.

STAFF PRESENT:

Janice Kimball – Chief Executive Officer
Zach Bale – Chief Programs Officer
Jeanette Hernandez – Affordable Housing Director
Braidee Kolendrianos – Family Services Development Coordinator
Mike Kienast – Chief Operations Officer
Jodi Parker – Housing Choice Voucher Director
Dan Pincock – Executive Administrator

EXCUSED:

Jeremy Runia – Real Estate Development Director
Andre Bartlome – Chief Financial Officer

COMMENCE

Chair Jennifer Johnston commenced the November 2019 Housing Connect Board Meeting at 11:39 a.m.

1. PUBLIC COMMENT

Representatives from the YWCA-Utah (Anne Burkholder – CEO; Lorie Dudley – CFO) gave a presentation to the Board with a request related to transitional housing for domestic violence survivors. The presentation provided facts and data on domestic violence and YWCA's history with sheltering domestic violence victims, as well as transitional housing and services offered to victims. Challenges and funding were also discussed. YWCA asked Housing Connect to establish a voucher preference for housing of domestic violence victims who are referred by YWCA. Housing Choice Voucher Director Jodi Parker explained the process, saying that this would be a significant amendment to the agency's annual plan which will require a public hearing and that the Section 8 admin policy would need to be updated. She also said that Housing Connect would need to notify everyone on the waitlist about the preference.

After the presentation, Board members expressed concerns about tying domestic violence preferences to just one organization. Vice Chair Mark Johnston asked about the use of rapid rehousing to exit out of transitional housing. He also mentioned that with the reset of homeless system here this is a great opportunity to start talking about tying Section 8 to preferences for various vulnerable populations of homeless. Commissioner Bernal pointed out that part of the issue is that in most domestic violence situations, if it wasn't for the YWCA, these families would be homeless, and it's a way of preventing homelessness, if there is a preference for domestic violence.

Chair Jennifer Johnston thanked the YWCA representatives for their timely presentation.

At 12:04 p.m., the Housing Connect Board paused its meeting in order to convene the Housing Opportunities, Inc. (HOI) Board meeting.

2. ACTION ITEMS – Audit Report

At 12:12 p.m., the Board returned to the Housing Connect meeting. Brent Stratton, from B2A CPAs, was invited to present the Housing Connect audit report. The report showed a clean opinion. He then showed some summaries of trends from the last 10 years (such as

revenue, unit months leased, etc.). CEO Janice Kimball remarked that these were helpful metrics and said that when Housing Connect provides quarterly financial statements to the Board, it should provide quarterly operations data, as well. Commissioner Bernal felt that he would like to see each property have its own reserve budget, and CEO Janice Kimball answered that each property does have a reserve budget that management can share with the Board.

Commissioner Litvack motioned to approve and accept the audit report. Commissioner White seconded the motion, which passed, and the audit report was approved and accepted.

CEO Janice Kimball then shared some news with the Board: Housing Connect was awarded 70 Mainstream Vouchers (non-elderly disabled). She thanked Housing Choice Voucher Director Jodi Parker and Grant Programs Director Krysta Niemczyk for all of their work.

3. CONSENT AGENDA

Chair Jennifer Johnston asked if there were any questions, comments, or changes to the Consent Agenda, consisting of the October 2019 Housing Connect Board Meeting minutes, the CEO's report, the Bodhi site visit follow up (by Richman Asset Management), Resolution #984 (Utah Non-profits Association Standards of Ethics re-certification), Resolution #985 (voucher payment standards correction), updates on Villa Charmant and Frontier tax credit investor buyouts and re-financings, two thank you notes, and Housing Connect staff changes. Seeing none, she asked if there was a motion to approve the Consent Agenda. Commissioner Moffat motioned to approve, and Commissioner Litvack seconded. The motion passed, and the Consent Agenda was approved.

4. EXECUTIVE SESSION

At 12:27 p.m., Commissioner Litvack motioned for the Board to enter into Executive Session to discuss real estate and human resource matters. Commissioner Moffat seconded the motion, which passed, and the Board entered into Executive Session. At 12:39 p.m., Commissioner Litvack motioned for the Board to return to regular session, and Commissioner Bernal seconded the motion, which passed.

5. ACTION ITEMS

Resolution #982: 45th South purchase agreement

Commissioner Moffat motioned to approve the purchase agreement for the property at 45th South. Commissioner Bernal seconded the motion. The motion passed with Commissioner Litvack abstaining from voting, and the purchase agreement was approved.

Resolution #983 – Housing Connect calendar year budgets

For the Housing Connect calendar year budgets (Frontier and Villa Charmant), it was brought up that Housing Connect is trying to move out of compliance and to pay off the partner on both Villa Charmant and Frontier. Commissioner Bernal inquired as to whether it had been previously discussed to let Frontier go, but CEO Janice Kimball said that it cannot be done due to the land use agreement. Commissioner Litvack motioned to approve the calendar year budgets, and Commissioner Land seconded the motion, which passed. Resolution #983 (Housing Connect calendar year budgets) was approved.

Appointment of Housing Connect Fund (HCF) Board members

CEO Janice Kimball said that as part of the rebrand earlier this year the (non-profit) Housing Connect Fund (HCF) was formed, and now the first three individuals nominated to the HCF Board are ready to be approved by the Housing Connect Board of Commissioners. Housing Connect staff member Braidee Kolendrianos then introduced herself to the Board and explained that she is now working as the Housing Connect Fund (HCF) Family Services Development Coordinator. Zach Bale explained that HOI will remain as the property holder; HCF would handle the charitable work. He presented the first of the Board member recommendations, discussing the structure and indicating that there will be one Housing Connect Board member on the HCF Board as the main contact, along with an alternate Board member (with the by-laws amended to reflect this) so that there is alignment between the two entities.

There were three individuals who have been recommended to participate on the HCF Board: Sarah Canham (a University of Utah professor focused on housing and services connected to housing), Nick Fritz (Impact Investing Director at Intermountain Health Care), and Brittany Chatterton (a Housing Connect resident). Zach Bale also mentioned that the plan is to hold the first HCF Board meeting in January 2020. Chair Jennifer Johnston encouraged the Fund team to look at potential Board members who could generate some fundraising. Zach Bale said they would be sending an e-mail message out, and there are some people in mind with some money connections who could not only make a contribution but who can also bridge the gap between other donors. Commissioner Litvack recommended that there be more than one person on the Board with fundraising abilities.

Commissioner Bernal motioned to approve the three individuals, and Commissioner White seconded the motion, which passed, and the individuals were approved.

CEO contract

Commissioner Litvack motioned to approve the CEO contract, as discussed in Executive Session. Commissioner Moffat seconded the motion, which passed, and the CEO contract was approved.

Housing Connect staff holiday gift

During the Executive Session, the Board also discussed a staff holiday/year-end gift. Commissioner Litvack motioned to approve the staff bonus, as agreed in Executive Session, and Commissioner Moffat seconded the motion, which passed, and the staff gift was approved.

6. HOUSING CONNECT FIRST QUARTER FINANCIAL REPORT

In reviewing Housing Connect's first quarter financial report, Commissioner Litvack asked CEO Janice Kimball to convey to CFO Andre Bartolome the Board's appreciation for a job well done on the audit and the financial report.

7. RESIDENT ADVISORY BOARD (RAB) REPORT/COMMISSIONERS INPUT

Commissioner White reported to the Board on recent activities of the Resident Advisory Board (RAB). At the RAB's November 13 meeting (where Board members were invited), Chair Jennifer Johnston, Commissioner Bernal, and CEO Janice Kimball attended. The RAB reviewed its accomplishments for the year, and Chair Jennifer Johnston brought to the Board's attention that the accomplishments overlapped perfectly with what it set out to do at the beginning of the year.

Commissioner White also added that the RAB is aiming to recruit a "family" Board member and wants to have a representative from each property. CEO Janice Kimball said that the best results happen when staff recommend tenants, so management can ask staff to reach out to tenants.

Commissioner Bernal then mentioned an upcoming deadline (December 11) to submit topics for the conference.

8. FOLLOW UP DISCUSSION WITH POWERFUL MOMS WHO CARE (PMWC)

CEO Janice Kimball was asked to provide a summary of the follow up to the Powerful Moms Who Care (PMWC) presentation from the October Board meeting. She said that she will meet with the PMWC mothers at an upcoming meeting on Wednesday, December 4, and that she intends to talk about what Housing Connect is currently doing and what it can do going forward, as far as adding units (and possibly adding families at the 45th South property and having them involved with the planning around that). She confirmed that she has followed up with The Road Home and directly with the client who had a complaint regarding an on-site domestic violence matter.

9. YWCA PRESENTATION DISCUSSION – NEXT STEPS

A discussion was held on the next steps resulting from YWCA-Utah's Board presentation. CEO Janice Kimball said it appeared they were asking for something similar to project-basing and that they want to be able to provide rent assistance to help them with their property. She felt that this could be done through a preference but added that Commissioner Mark Johnston's comment about the homeless system reset is valid, and Housing Connect should look at and review whether there is a way to re-prioritize accordingly. There was a conversation on unutilized capacity, and other areas discussed were the inherent delays (and the reasons for them) in housing people and the pipeline, the legislative aspect of pushing for increased housing while there are vacancies/inventory (there are problems getting people into the housing), holding fees as significant barriers, etc. CEO Janice Kimball noted that there is a length of time to get people into units and Housing Connect should figure out what a reasonable time is and that this should be part of Housing Connect's annual planning process. She suggested that Housing Connect could include homeless service provider system partners and have continued conversations with YWCA and domestic violence providers. This would give Housing Connect a good opportunity to look at the system and weigh the pros and cons of doing a preference. Commissioner Litvack added that there is a close enough relationship between domestic violence and homelessness that consideration should be given to it.

Vice Chair Mark Johnston said it would be a good idea to have a special Board meeting and invite leaders of Continuum of Care to report on how implementation is going, what particular priorities are that they are seeing, and to get the big picture of the various homeless populations, and, given all these needs, what are their recommendations for Housing Connect's consideration on prioritizing the use of Section 8 vouchers. Housing Connect could ask Continuum of Care to come with a layout of the current implementation of the resource centers and particular recommendations about how Section 8 might be most effective on working on the homeless issue, etc. Commissioner Bernal suggested discussing this at the retreat in January. Commissioner Litvack recommended CEO Janice Kimball attend a Salt Lake Valley Coalition to End Homelessness meeting, as it might be interesting for a conversation at one of those meetings and get the spectrum of the system input on this discussion. Commissioner Bernal inquired if the Board would have a feeling by January 15 (retreat) of what the legislature is looking at. Commissioner Litvack said she already has the information about what is being proposed

and feels a specific process has been set up this year. Janice Kimball will send out an e-mail update regarding what the recommendation of the Committee was.

10. OTHER

Chair Jennifer Johnston instructed Board members to send topics to Janice Kimball for the Board retreat.

Chair Jennifer Johnston asked whether there would be a Housing Connect Board meeting in December. CEO Janice Kimball indicated that it was uncertain at the moment but would inform Board members by e-mail after a decision is made.

Chair Jennifer Johnston also wished everyone a happy Thanksgiving and thanked everyone for their attendance and participation on the Board and for the work that the agency is doing.

Braidee Kolendrianos reminded Board members about the Westlake Ribbon Cutting on Friday, November 22, at 1:30 p.m.

ADJOURN

At 1:11 p.m., Commissioner Litvack motioned to adjourn the meeting, and Commissioner Land seconded the motion, which passed, and the Board meeting was adjourned.

Respectfully submitted,

Dan Pincock
Executive Administrator