

Board of Directors Meeting Agenda

Date: Tuesday, January 21, 2020

Time: 6:30 p.m. *

Place: Columbia Housing Authority, 201 Switzler Street

* The meeting will begin immediately following the adjournment of the meeting of the Columbia Housing Authority Board of Commissioners which begins at 5:30 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval July 16, 2019 Meeting Minutes
- V. **Resolution 113:** To Authorize the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Programs and Projects as Described in the Grant Application Submitted on January 6, 2020 Requesting \$68,230 from the Missouri Department of Public Safety Office of Juvenile Justice and Delinquency Prevention Title II Program.
- VI. **Resolution 114:** To Authorize the Submission of an Application to the Heart of Missouri United Way 2020 Health and Basic Needs Impact Fund to support the implementation of an Affordable Housing Ambassador Program and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.
- VII. Public Comment
- VIII. Commissioner Comment
- IX. Adjournment

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. Charline Johns, Executive Assistant at (573) 443-2556, extension 1122, at least one working day prior to the meeting. (Email: www.columbiaha.info@gmail.com)

Media Contact: Phil Steinhaus, Executive Director
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E-mail: www.columbiaha.info@gmail.com

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.



Columbia Housing Authority
201 Switzler Street
Columbia, MO 65203

CHALIS

CHA Low-Income Services

Bob Hutton, Chair
Robin Wenneker, Vice-Chair
John French
Max Lewis
Rigel Oliveri

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EXECUTIVE DIRECTOR
Phil Steinhaus

CHA Low-Income Services, Inc. Board of Directors Meeting

July 16, 2019 Open Meeting Minutes

I. Call to Order:

II. The Board of Directors of CHA Low-Income Services, Inc. (CHALIS) met in open session on July 16, 2019 at the Columbia Housing Authority Administration Building at 201 Switzler St., Columbia, Missouri 65203. Bob Hutton, Chair, called the meeting to order at 6:26 p.m.

III. Roll Call:

Mr. Steinhaus called the roll:

Present: Bob Hutton, Chair
Robin Wenneker, Board Member
Max Lewis, Board Member
Rigel Oliveri, Board Member
John French, Board Member

CHALIS Staff: Phil Steinhaus, CEO
Charline Johns, Executive Assistant to CEO

IV. Adoption of Agenda:

Mr. Hutton called for a motion to adopt the agenda as presented. A motion was made by Mr. Lewis. Second by Ms. Wenneker. All Board Members voted “aye” and Mr. Hutton declared the agenda adopted as presented.

V. Approval June 19, 2019 CHA-Low Income Services Open Regular Meeting Minutes:

Mr. Hutton called for a motion to approve the June 19, 2019 regular open meeting minutes as presented. A motion was made by Mr. Lewis. Second by Ms. Oliveri. All Board Members voted “aye” and Mr. Hutton declared the minutes adopted as presented.

VI. Resolution 110: A Resolution to Approve the Submission of a Proposal to the Boone County Children’s Services Board to Support case management and service coordination for families with children under the age of nineteen who receive housing assistance through the CHA.

Mr. Steinhaus reported that Ms. Markt was not present during the meeting because she was at home putting the finishing touches on the grants that were due July 17, 2019 by 5:00 PM. Mr. Steinhaus said that this would be an extension of a program that CHA has now called Healthy Home Connections (HHC) stating that the idea of the original HHC was to create emotionally healthy

families. Mr. Steinhaus explained that there are Resident Services Coordinators that serve CHA Public Housing residents but didn't really have anyone that could serve CHA Section 8 families so as they have moved more from Public Housing into Project-Based Vouchers there is spillover to serve those families as well.

Mr. Steinhaus stated that this would employ four full-time case managers and one intake assessment coordinator. Mr. Steinhaus reported that the intake coordinator would be working with the families to identify what services they need and then make referrals to the four HHC family support specialists. Mr. Steinhaus added that CHA serves over 1,000 families through the program and has a good connection with the families because CHA is providing housing assistance to them.

Mr. Steinhaus noted that if you are going to provide a good housing resource like affordable housing for families, then you should follow-up with trying to help them connect with all the other resources that are available in the community and help them to work towards self-sufficiency. Mr. Steinhaus said that apart of it includes about \$167,000+ for therapeutic Mentoring sub-contracted to Big Brothers/Big Sisters. Mr. Steinhaus explained that if CHA identified families that could benefit from having a big brother or big sister then they would be able to help to provide that service for them.

Mr. Hutton asked if \$443,000 was a similar amount to what they have had in the past. Mr. Steinhaus indicated that it was a higher but that was the maximum amount that CHA was asking for and could possible be lower. Mr. Steinhaus stated that they have the option of offering lower.

Mr. Hutton asked if there were any questions. All board members approved of Resolution #110. Mr. Hutton called for a motion to approve Resolution # 110 as presented. A motion was made by Mr. Lewis. Second made by Ms. Wenneker. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Lewis, Oliveri, French Wenneker, Hutton

No: None

VII. Resolution 111: A Resolution to Approve the Submission of a Proposal to the Boone County Children's Services Board to support the Moving Ahead Afterschool and Summer Program.

Mr. Steinhaus reported that this proposal expands on previously funded trauma-informed proposals and is one of the things that 21st Century learning communities has been focused on more and more. Mr. Steinhaus explained that it's the new way of how individuals are approaching working with high risk youth or kids with high potential that have Adverse Childhood Experiences (ACES). Mr. Steinhaus noted that CHA knows that a lot of the kids that they are working with have a lot more trauma in there lives than the average child, not in the sense that they are being abused every day, but they might be food insecure or housing insecure with a lot of people transitioning in and out of the home.

Mr. Steinhaus explained that CHA would focus on Social Emotional Learning (SEL) activities and trauma informed practices is the focus, and this would help to fund SEL Coordinator, licensed counselor and case manager to employ additional evidence-based practices to help staff, students and families identify goals, make plans and work together toward the success of each student and their entire family.

Mr. French complimented Mr. Steinhaus on the great job of what they have done with the kids, stating that those little things really mean a lot to them as far as their development is concerned and their understanding of the environment and how to function within that environment. Mr. Steinhaus added that Ms. Janice Brooks, Moving Ahead Program Coordinator, does a great job with her staff and is really impressed with Ms. Brooks. Mr. Steinhaus noted that CHA is trying to do in the summer is to prevent summer learning loss which is a huge thing for the kids.

Mr. Hutton asked if there were any questions. All board members approved of Resolution 111. Mr. Hutton called for a motion to approve Resolution 111 as presented. A motion was made by Mr. Lewis. Second made by Ms. Wenneker. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Lewis, Oliveri, French, Wenneker, Hutton

No: None

- VIII. Resolution 112:** A Resolution to Approve the Submission of a Grant Application to the Boone County Children's Services Board on behalf of the Youth Community Coalition to support the creation of a Countywide Network to Build the Capacity of Boone Communities to Promote the Positive Social, Emotional, Behavioral, and Mental Health of Children in Boone County.

Mr. Steinhaus explained that the Youth Community Coalition started in 2005 in which he was involved with along with his predecessor, Doris Chiles who managed to get a five-year grant through the Department of Substance Abuse and Mental Health Services and Drug-Free Community Program. Mr. Steinhaus reported that Mr. Ron Rowe, Youth Community Coalition Coordinator does the ground work and brings all the agencies together in Columbia, so this has expanded out into the county and are eager to collaborate.

Mr. Steinhaus added that this will help to continue his work through the Youth Community Coalition. Mr. Steinhaus noted that CHA provides office space and at some point, they could break off and become their own agency.

Mr. Hutton asked if there were any questions. All board members approved of Resolution 112. Mr. Hutton called for a motion to approve Resolution 112 as presented. A motion was made by Mr. Lewis. Second made by Ms. Oliveri. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Lewis, Oliveri, French, Wenneker, Hutton

No: None

- IX. Public Comment:** There were no public comments.

- X. Commissioner Comment:** There were no comments from Commissioners.

- XI. Adjournment**

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Wenneker. Second by Mr. Lewis. Mr. Hutton declared the meeting adjourned at 6:37 p.m.

Bob Hutton, Chair

Date

Phil Steinhaus, Executive Director

Date

Certification of Public Notice

I, Phil Steinhaus, Executive Director of CHA Low-Income Services, do hereby certify that on July 12, 2019, I posted public notice of the July 16, 2019, CHA Low-Income Services, Inc. Meeting and distributed copies of the notice and agenda to the Board of Directors and the local media. The meeting notice and agenda was also distributed to the public upon request.

The complete agenda packet was available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

Phil Steinhaus, Executive Director

Date



Housing Authority of the City of Columbia, Missouri

CHALIS Board Resolution Staff Memo

To: CHALIS Board of Directors

From: Phil Steinhaus, Executive Director

Date: January 21, 2020

RE: **Resolution 113:** To Authorize the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Programs and Projects as Described in the Grant Application Submitted on January 6, 2020 Requesting \$68,230 from the Missouri Department of Public Safety Office of Juvenile Justice and Delinquency Prevention Title II Program.

Background Information:

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) of the United States Department of Justice administers the Title II grants program to support state and local delinquency prevention and intervention efforts, and juvenile justice system improvements.

The State of Missouri's Department of Public Safety is the designated state agency to administer federal Title II funding.

CHA Low-Income Services, Inc. made application for the Title II funds to support activities of the Moving Ahead Program on January 6, 2020. The Moving Ahead Program is a community-based program designed to keep high-risk children and youth free of substance abuse and criminal involvement. It seeks to build resiliency in youths, strengthen families, and make neighborhoods safer for children and their families. The program employs a positive youth development framework and uses intensive case management to coordinate and provide services to counteract the various factors that make children vulnerable to substance abuse and delinquency.

CHA Low-Income Services, Inc. has requested \$68,230 in this competitive Title II proposal to fund evidence-based practices for delinquency prevention including the Communities in Schools Model and the CASEL 4Rs curriculum which reduce delinquency by focusing on one or more of these strategies: academic skills enhancement, afterschool/recreation, leadership and youth development, mentoring, parent training, vocational/job training, and wraparound/case management.

Funds will support the further development of behavioral support services for families and students of the Moving Ahead Program.

Staff Recommendation: Adopt Resolution 113 authorizing the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application submitted on January 6, 2020 requesting \$68,230 from the Missouri Department of Public Safety Office of Juvenile Justice and Delinquency Prevention Title II Program.



Housing Authority of the City of Columbia, Missouri

CHALIS

CHA Low-Income Services, Inc.

RESOLUTION #113

To Authorize the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Programs and Projects as Described in the Grant Application Submitted on January 6, 2020 Requesting \$68,230 from the Missouri Department of Public Safety Office of Juvenile Justice and Delinquency Prevention Title II Program.

WHEREAS, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) of the United States Department of Justice administers the Title II grants program to support state and local delinquency prevention and intervention efforts, and juvenile justice system improvements; and

WHEREAS, the State of Missouri's Department of Public Safety is the designated state agency to administer federal Title II funding; and

WHEREAS, CHA Low-Income Services, Inc. made application for a Title II grant to help fund CHA Low-Income Services, Inc.'s Moving Ahead Program on January 6, 2020; and

WHEREAS, the Moving Ahead Program is a community-based program, designed to keep high-risk children and youth free of substance abuse and criminal involvement, which seeks to build resiliency in youths, strengthen families, and make neighborhoods safer for children and their families; and

WHEREAS, the Moving Ahead Program employs a positive youth development framework and uses intensive case management to coordinate and provide services to counteract the various factors that make children vulnerable to substance abuse and delinquency; and

BE IT RESOLVED that the Board of Directors of CHA Low-Income Services, Inc., hereby adopts Resolution 113 authorizing the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application submitted January 6, 2020 requesting \$68,230 from The Missouri Department of Public Safety Office of Juvenile Justice and Delinquency Prevention Title II program.

Bob Hutton, Chair

Phil Steinhaus, Secretary

Adopted January 21, 2020



Housing Authority of the City of Columbia, Missouri

CHALIS Board Resolution Staff Memo

To: CHALIS Board of Directors

From: Phil Steinhaus, Executive Director

Date: January 21, 2020

RE: **Resolution 114:** To Authorize the Submission of an Application to the Heart of Missouri United Way 2020 Health and Basic Needs Impact Fund to support the implementation of an Affordable Housing Ambassador Program and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.

The Heart of Missouri United Way employs a community impact model to award funding which addresses three key targets that contribute to poverty: financial stability, health and basic needs, and education. On January 3, 2020 the United Way began soliciting proposals from agencies to provide social services that address issues related to health and basic needs.

The Health and Basic Needs impact area funds services that strengthen the health and well-being of individuals and families who are most vulnerable. United Way recognizes four programmatic areas necessary to achieve health and well-being: (1) Basic Needs, (2) Safe, Healthy, Affordable Housing, (3) Mental Health care, and (4) Medical and Dental care.

As CHA Low-Income Services, Inc. supports the full mission of the Columbia Housing Authority which includes providing stable, affordable housing. CHALIS seeks funding for a new program designed to assist those in search of safe, healthy affordable housing. The Affordable Housing Ambassador will work with community organizations, service providers and landlords to ensure low-income individuals and families have access to up-to-date information and assistance with affordable housing. Ambassadors will work with individuals who need additional help with maneuvering through the process of searching for affordable housing in the private sector as well as CHA's affordable housing. In addition, the Ambassador will work with landlords to ensure affordable housing unit are available and to ensure individuals have access to the list of units that are available for rent.

There are several subsidized affordable housing programs, and each have specific eligibility criteria and guidelines. An Affordable Housing Ambassador will meet with applicants and discuss the types of housing programs that are available within our community and assist the participant with the completion of the application for their chosen housing program. The Ambassador will also provide the participant and/or applicant with agency listings of affordable rental properties. The Affordable Housing Ambassador will provide HCV and Public Housing participants with information for community resources to address housing concerns and/ or remove housing stability barriers.

The Affordable Housing Ambassador will also partner with Landlords to increase affordable housing options. Ambassadors will provide Landlord's affordable housing program orientation and education on program guidelines and landlord and tenant responsibilities.

CHA Low-Income Services, Inc. seeks approval to apply to the Heart of Missouri United Way for funding of up to \$70,000 to support the cost of this new program.

Staff Recommendation: Adopt Resolution 114 to authorize the submission of an application to the Heart of Missouri United Way 2020 Health and Basic Needs Impact Fund to support the implementation of the CHALIS Affordable Housing Ambassador Program and authorizing the execution of the contract award agreement and implementation of the program as described in the application.



CHALIS

CHA Low-Income Services, Inc.

RESOLUTION #114

To Authorize the Submission of an Application to the Heart of Missouri United Way 2020 Health and Basic Needs Impact Fund to support the implementation of an Affordable Housing Ambassador Program and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.

WHEREAS, the Heart of Missouri United Way invests in services for families and individuals experiencing times of need and seeks to empower them to improve their future; and

WHEREAS, the Heart of Missouri United Way Health and Basic Needs Impact Fund supports services that strengthen the health and well-being of individuals and families who are most vulnerable by addressing four programmatic areas necessary to achieve health and well-being: (1) Basic Needs, (2) Safe, Healthy, Affordable Housing, (3) Mental Health care, and (4) Medical and Dental care; and

WHEREAS, CHA Low-Income Services, Inc. provides programs and services focusing on youth succeeding, adults and families becoming self-sufficient, individuals living independently, and the development of affordable housing; and

WHEREAS, CHA Low-Income Services, Inc. supports the mission of the Housing Authority of the City of Columbia, Missouri to assist low income households by leading efforts with local organizations to find more choices for decent, safe, and affordable housing opportunities (Rental and Home Ownership) in Boone County;

THEREFORE, CHA Low-Income Services, Inc. desires to submit a grant proposal to the Heart of Missouri United Way 2020 Health and Basic Needs Impact Fund to support implementation of its proposed Affordable Housing Ambassador Program to provide increased information and referral to applicants, and increase landlord involvement in awareness of affordable housing options;

BE IT RESOLVED that the Board of Directors of CHA Low-Income Services, Inc., hereby adopts Resolution #114 authorizing the submission of the application to the Heart of Missouri United Way 2020 Health and Basic Needs Impact Fund; and

BE IT FURTHER RESOLVED that if the grant application should be approved, Resolution #114 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

Bob Hutton, Chair

Phil Steinhaus, Secretary

January 21, 2020