

Mayor's St. Paul's Advisory Committee

Meeting Minutes

Date of Meeting: September 18th, 2018

Minutes Prepared By: Megan Erwin, Budget and Policy Analyst, City of Norfolk

1. Purpose of Meeting: To provide information about relocation and the People First program

2. Attendance at Meeting

Councilman Riddick – <i>not present</i>	Councilwoman Williams- Graves	Dr. Glenn Porter	Dr. Robert G. Murray
Mr. Don Musacchio	Mr. Brodie Parker – <i>not present</i>	Mr. Lavonne Pledger – <i>not present</i>	Ms. Deirdre Love
Father James P. Curran	Dr. Ruth Jones Nichols – <i>not present</i>	Rev. Dr. Kirk T. Houston, Sr.	Ms. Tara Saunders
Ms. Shamika Kirby	Mr. Earl P. Fraley, Jr. – <i>not present</i>	Ms. Michelle Cook – <i>not present</i>	Dr. Melinda Boone – <i>not present</i>
Ms. Caz Ferguson – <i>not present</i>	Mr. William Harrell	Dr. Khalilah LeGrand	

3. Agenda

- I. Welcome by Co-Chairs
- II. Presentations/Discussion
 - a. Housing and Relocation Process
 - b. Resident Survey
 - c. Communications with Residents
 - d. CNI Application Submittal
- III. Next Steps/Announcements/Closing Remarks

4. Meeting Notes, Decisions, Issues

I. Welcome by Co-Chairs

Opening: Ms. Clarissa McAdoo Cannon welcomed everyone to the meeting. She expressed relief that Hurricane Florence avoided the Hampton Roads area, and concern for those affected.

Dr. Kirk Houston opened in prayer.

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Co-Chair Williams Graves said that she recognizes that the group ran out of time to discuss People First at the monthly meeting in August. The meeting today is dedicated to People First. She asked that questions be held until the end to ensure we get through the presentation. Co-Chair Williams Graves also requested that the Advisory Committee members read the minutes and let her, Susan, or Clarissa know if there are any necessary changes or additions.

Co-Chair Williams Graves informed the committee that there is an upcoming conference in Florida related to Purpose Built Communities, and that there are five registrations remaining. Hotel and airfare is not included, but NRHA can help with these costs. Committee members were asked to let Susan know if they are interested by Friday, September 21st.

At a previous meeting, Alternate Advisory Committee member Alphonso Albert provided a wooden plaque with "People First" engraved on it to each Advisory Committee member as a reminder to the committee of its focus. Co-Chair Williams Graves thanked him for this thought and donation.

II. Presentations/Discussion

a. Housing and Relocation Process

Mr. Steve Morales provided a presentation related to the Housing and Relocation Process. A copy of the presentation is attached. Barbara Hamm Lee stated that she has been responding to residents who have posted on the St. Paul's Facebook page.

Ms. Saunders asked about whether NRHA is refilling units that are becoming vacant.

Mr. Morales explained that right now, NRHA has to fill vacant units within 15 days. Once the notice of demolition is issued, NRHA no longer has to fill vacant units. That will reduce the number of individuals who are displaced by the St. Paul's revitalization efforts. NRHA is actively working with landlords in Norfolk to request that they accept vouchers, to increase the capacity of the city to help those in need of affordable housing.

Father Curran requested harder numbers relative to the number of apartment complexes, units, vacancies, and the number of apartment communities that accept vouchers within the 25-mile Housing Choice Voucher boundary. He requested that the information be emailed to him and the rest of the committee members. Co-Chair Williams Graves agreed that this information would be helpful, not only for the committee, but also for the residents and those helping them find a location. She requested that at least half of the inventory be completed by the next committee meeting, and the other half by the November meeting.

Father Curran asked whether NRHA will cover relocation costs for residents moving out of the St. Paul's area as well as the move back into St. Paul's, should residents choose to return. Mr. Morales responded that yes, NRHA is responsible for two moves in that case.

Co-Chair Williams Graves asked when do residents have to decide whether they will move permanently or temporarily? Mr. Morales responded that they have up until the time of their physical relocation to decide.

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Dr. Porter asked whether there were any restrictions on the funding for relocation. Mr. Kownack responded that NRHA will hire a moving company, so there will be an amount capped for those expenses. If residents would prefer to move themselves, there will be a flat amount available.

Co-Chair Williams Graves asked if there is a minimum requirement. Mr. Kownack said yes, and that NRHA has always provided more than the minimum.

A committee member asked about deposit expenses. Mr. Kownack responded that deposit loans are available. However, those are not grants. They must be paid back. Co-Chair Williams Graves asked a follow-up question about whether landlords are responsible to pay back the security deposit or if the resident is responsible. Mr. Kownack stated that NRHA does not wait until the resident moves again – instead, there is a financial plan to pay NRHA back for the deposit loan.

Ms. Love asked whether those who choose a temporary move will know what the requirements are to return to the St. Paul's area units, so that they can be sure to be on track to qualify when it is time to return. Mr. Morales responded that is the purpose of the People First Case Management. Mr. Kownack agreed, stating that personalized case management is designed to help remove the obstacles to housing.

Father Curran asked for clarification about the timing of demolition and relocations. Mr. Kownack explained that public housing units cannot be demolished until there is sufficient housing for those individuals to move to. If residents choose to move by use of a voucher, there is a 120-day limit to finding and moving to a voucher unit, after which the residents will be moved into other public housing. Co-Chair Williams Graves emphasized that nobody will be involuntarily homeless because of this process. Mr. Kownack said that NRHA will monitor evictions, so that they can monitor those concerns. Evictions are adjudicated.

- b. Resident Survey and**
- c. Communications with Residents**

Ms. Kim Thomas provided a presentation on People First. A copy of the presentation is attached.

Co-Chair Williams Graves asked if six (6) staff members was enough to support the residents affected. Ms. Thomas responded that right now we are only providing services to those residents who fall under phase one, which affects 187 units, that is about 30 cases per person. A normal caseload is between 50-100. At 30, we will be able to provide more individualized case management. During the survey process, the six personal points of contact have been able to get some face-to-face interactions with residents. Ms. Thomas said that NRHA spent about 10 days doing surveys, and that residents appreciated the ability to get face-to-face time versus just getting a letter.

Dr. Houston expressed his interest in community building, saying that this initiative is different, as it is bigger than other efforts. He stressed that community partnerships are important throughout this project and shared that the faith community is ready to engage. He expressed the need for good coordination for genuine community partnerships. Ms. Thomas agreed, saying to expect a knock on his door. This is especially necessary when it comes to childcare needs.

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Father Curran asked what program does childcare falls under? Ms. Thomas said that there are many programs and funding sources with different eligibility rules. However, if a family faces a barrier, their case manager will connect them to the services that will help them overcome that barrier. None of the client services programs are mandatory. Residents are not required to participate in services. However, we want to emphasize their benefits and encourage the use of programs. Most of the programs have been done for 15-20 years.

Dr. Love asked whether any of the programs listed were new, or if NRHA is just trying to get more people to take advantage of the existing programs. Ms. Thomas answered that the programs are existing and not funded by the CNI grant. She stated that NRHA can work with residents right now. We do not have to wait until it's a few months before it's time for a resident to move.

Co-Chair Williams Graves asked how are we communicating to individuals not only what is required to obtain certain skills, but also the salary opportunities that are available? Co-Chair Williams Graves stated that she prefers the term "career training" over "vocational training". Co-Chair Williams Graves also said she wants to make sure the committee members and project members know exactly what the barriers are, so that we can be sure to help residents overcome those barriers. Ms. Thomas responded saying that NRHA did things a bit different during their summer employment series recently. They strategically and intentionally engaged with one employer at a time and had the HR representatives come out to discuss the requirements for the job and skills necessary. NRHA then spent a couple weeks getting the residents job-ready. For example, NRHA had Sentara interview 32 residents through this process, and Sentara hired 27 of them.

Co-Chair Williams Graves asked how NRHA can ensure those 27 remain employed. Ms. Thomas said that NRHA is intending to hire an employment retention specialist who will work specifically on this issue.

Dr. LeGrand said she knows that TCC has a tool called the Virginia Education Wizard that can help people. Ms. Thomas said she has used the Wizard in partnership efforts with TCC and Opportunity Inc. Dr. LeGrand also encouraged NRHA to use a marketing campaign that shows the faces of people who have gotten success. Ms. Thomas said they have tried, but that many people prefer their privacy and opt not to participate in those efforts.

Father Curran asked how the \$2-\$3 million that NRHA has for supportive services connect with the \$3 million per year that the city is providing. Ms. Thomas said that the supportive services money will be grant funding – NRHA will act as the front door and will help provide a transition to the case managers that are paid for by the city through People First. NRHA will continue arm-in-arm in partnership with the case management services provided by the city through People First. Co-Chair Williams Graves reminded the committee that NRHA and the City has a joint responsibility to ensure these services are provided seamlessly, and that they are working together in partnership with the community.

d. CNI Application Submittal

Ms. Perry told the committee that the city intends to create a one-pager that will explain what was included in the CNI grant application. It was due and submitted yesterday, September 17th. Ms. Perry expressed her appreciation for those on the committee who supported that process. The proposals for

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the People First RFP are due next week. The People First Workgroup will review those proposals and decide who will come in for interviews.

Co- Chair Williams Graves asked if this is the same process that we used for the Housing Lead, if there be an open interview process, and if they will be scored similarly. She requested that we maintain that intensity and transparency. Ms. Perry said yes, that is the intention.

Father Curran asked if we would have a contract in place by the end of the year. Ms. Perry responded yes, the procurement process takes time but that is the goal.

III. Next Steps/Announcements/Closing Remarks

Co- Chair Williams Graves reminded the committee members to reach out to herself, Ms. Perry, or Ms. McAdoo Cannon with any questions or concerns.

Father Curran asked if there would be an opportunity for an online forum for this committee, so that comments can be seen by everybody? Ms. Perry said she would look into it. Ms. Graves reminded the committee that anything written will be made public. We have a weekly FOIA from the Pilot for written documentation related to the St. Paul's process.

Co-Chair Williams Graves adjourned the meeting.