

FINAL MINUTES
Housing and Human Services Advisory Board
Thursday, January 12, 2023
6:30 PM-8:30 PM

*This will be a digital meeting. Members of the public may participate electronically in the meeting or by telephone.
Call in number 877 853 5247 (Toll Free) Zoom link:
<https://a2gov.zoom.us/j/96244385707?pwd=MmpjWVhqczNJQmpuQnZCU2JGa3A2UT09> Passcode: 934493*

Members Present: James Daniel, A. Foster, Linh Song, Brenna McMahon, Jean Leverich, Karen Wanza, Chris Watson, Anna Erickson, Amanda Carlisle

Members Absent: Emily Canosa, Ella Hall, David Blanchard, Sharif Krabti, Skylar Woodman, Paul Sher, James Downing

Staff Present: Tara Cohen, Karen Newman, Jennifer Hall

- I. **Convene Meeting**
A. Foster, Co-Chair 6:41 PM

- II. **Introductions as Needed**
Anna Foster, Ypsilanti, Washtenaw County
Linh Song, Ann Arbor, Washtenaw County
Tara Cohen, OCED, Ypsilanti, Washtenaw County
Karen Wanza, Ann Arbor, Washtenaw County
Brenna McMahon, Ann Arbor, Washtenaw County
Jean Leverich, Ann Arbor, Washtenaw County
Anna Erickson, Ann Arbor, Washtenaw County
James Daniel, Ann Arbor (Arrowwood), Washtenaw County
Chris Watson, Ann Arbor, Council Member, Washtenaw County
Amanda Carlisle, Ann Arbor, Washtenaw County
Jennifer Hall, Ann Arbor, Washtenaw County
Karen Newman, OCED, Ypsilanti, Washtenaw County

- III. **Public Comment:**
None

- IV. **Approval of Agenda**
Moved by Anna Erickson, Seconded by Jean Leverich, to approve the minutes with correction. Motion passed unanimously.

- V. **Approval of Minutes** with correction from November 10, 2022 – Tara Cohen noted that under members in attendance, she will remove James Downing’s name and replace with James Daniel.

Next meeting: Thursday, Feb. 9th at 6:30 p.m. | Location: Remote (Zoom)

Moved by Amanda Carlisle, Seconded by Jean Leverich. Motion passed unanimously.

VI. Business/update

Business

a. Conflict of Interest Disclosures (Tara Cohen)

Please return your completed annual COI Disclosure form to India Williams.

Tara will ask India to send a TrueSign reminder to those who haven't signed yet.

Updates

b. Proposed changes to City ordinance – Payment in Lieu of Taxes (Tara Cohen & Jennifer Hall)

- Jennifer Hall recently met with City Attorney's office and a legal expert on PILOT ordinances; Ann Arbor's existing PILOT ordinance needs to be more substantially amended than previously thought. The amended ordinance will align with MSHDA's ordinance (see attached for MSHDA draft sample), include state enabling language, and remove distinctions between "elderly" versus "non-elderly" projects.
- HHSAB-approved changes from November will be incorporated into the amended ordinance; these changes included: (a) the 60% AMI income-averaging rule, and (b) confirmation that if a tenant's income increases above 60% AMI after move-in, unit is still eligible for the PILOT if other PILOT requirements are satisfied (eligible ownership, federal- or state-aided mortgage).
- Timing: The ordinance is currently with the City Attorney's office for revision; aiming to put before City Council Feb. 6th for first reading.

Jennifer discussed making changes to the Pilot ordinance. Certain coops are entitled to Payment in Lieu of Taxes. Need state or federal mortgage or low-income financing. Previously talked about two changes: 1) Income Averaging up to 80% of AMI. 2) Clarify once you are eligible it makes the project income eligible. The unit continues to be a pilot regardless of over income issue.

City is reviewing and has decided to continue to work on this issue. Next steps are to review all legal entities that are getting the PILOT.

February 6 timeframe and want to run it by MSDHA. The language will look different from the old ordinance. Language was outdated. 60% AMI will stay the same. The elderly projects will still qualify for PILOT under the Income averaging. There is not a draft to bring forward today.

Foster suggested a motion for the HHSAB to support changes being made by City Attorney's office to the City's PILOT Ordinance.

Moved by: Jean Leverich Support: Amanda Carlisle

Motion passed unanimously.

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c. **Affordable Housing / Millage Fund Policy** (Tara Cohen)

- Further policy discussion is on hold for a future meeting; staff requires additional time to develop recommendations for consideration, to incorporate input from Nov. 10th HHSAB meeting.

Tara noted that staff needs more time to bring policy recommendations forward to this body.

d. **Amending HHSAB By-Laws** (Tara Cohen)

Tara explained she had submitted a resolution for Jan. 23rd City Council agenda to amend HHSAB by-laws in order to make the youth representative seat a voting member, but City Attorney clarified next steps needed:

The City Attorney's office is working to properly format the changes in the bylaws. The amended bylaws will come back to HHSAB for approval, and then back to City Council for final approval.

Members mentioned former youth member is no longer participating, and then discussed ideas for recruiting youth for this board seat by word of mouth, Neutral Zone, etc.

e. **Affordable Housing Waitlist** Updates & Process Improvements (Tara Cohen)

- Current opening at The Standard and City Club Apartments (1 unit currently open in each) & City Club Apartments.
- Beekman on Broadway – 1 unit will be available in April. Seven new units (1 bedrooms and efficiencies) coming online in summer 2023 with completion of Beekman's Phase 2. An additional 6 units are expected in Phase 3 (timing TBD). Total will be roughly 20 units.
- OCED tenant income qualification/referral process is being adjusted to better align with [policy](#). Currently making adjustments to this process to allow more eligible candidates.
- Website updates to be made soon - OCED just filled the vacancy for Communications & Policy Specialist to assist with content editing.

Members requested another update on the waitlist units later this year. Karen stated that there are more than 900 individuals on the waitlist, but a large percentage are no longer active.

f. **New Human Services Partnership Update** (Tara Cohen)

- High Impact grant funding round (last of the three NHSP funding rounds) is underway. The High Impact Grand funding round is currently open until 2/28/23.
- Staff Office Hours were held in November/December, and the [Request for Proposals](#) is open through Feb. 28, 2023. Zoom Meeting is on January 18 @ 1:00 p.m. The Zoom ID is 846 2394 8010.
- The New Human Services Partnership High Impact funding round will provide 5-years of funding to human service organizations working to scale existing human services initiatives. High Impact Grants are intended to provide resources to “change the conditions” for those experiencing systemic oppressions of racism, trauma, or poverty in Washtenaw County.
- More information is available [here](#) on the OCED website. RFP results will be shared with HHSAB once awards have been announced.
- For more information contact Morgan Boydston at boydstonm@washtenaw.org

Some discussion and questions about how HAWC is doing now that it’s operated by OCED. Tara mentioned call center staff were originally brought on as temps under Manpower, but are being transitioned to temporary County employees.

Amanda Carlisle pointed out the HAWC call center monthly data [dashboard](#) and noted that OCED is handling the call center function for HAWC, but callers are transferred to another entity for screening and assessment. SOS Community Services and Shelter Association of Washtenaw County (SAWC) are partners with HAWC. It takes 4-6 weeks to get the assessment process completed. Unfortunately, there is not enough staff to do this work.

Some questions came up, such as: How many people call HAWC with support on the line? Are there any opportunities to help people when they call in? Do we refer people to other counties? Where do they find resources?

Amanda responded that MISSION A2 is housing families, and some families benefit from this program, but these are for short term hotel stays. Washtenaw County provides assistance for families at assessment, not intake.

Discussion continued about the current intake system and the long assessment period.

Foster mentioned need to capture information and identify where people are calling in from to understand and identify where there is highest need.

Amanda pointed out that the County already captures this information and we have data. Anyone who calls in to HAWC has to provide their last zip code. Most of the calls come from 48197 and 48197 (43%)

g. **2023 Workplan** (Tara Cohen)

The workplan approved at Nov. 10th meeting has been updated to reflect requested additions/changes – see attached. Please note a homelessness response update from OCED Human Services Manager will be provided at the February meeting rather than January as listed in workplan.

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Included updated workplan in the packet. Tara will correct the rubric development item to include the Prop C Affordable Housing Millage funds in addition to the Affordable Housing Trust Fund.

- h. Winter Warming Shelters & Weather Havens – See attached flyers
Planning a second warming center in Ypsilanti. Looking at St. Luke Church in Ypsilanti.

Can we collect data about how people are using various places for warming? Are the libraries doing daily counts. We need to review informal data.
The library bought a new building in Scio Township.

- i. **Renters' Commission Liaison report** (Karen Wanza) No updates available at this time. She has been unable to make the meetings.

VII. **City Council (Council Member Update)**

Council member Chris Watson stated A2 is addressing the unarmed response program. The Unarmed Response meeting is scheduled for January 19th @ 6:00 p.m., via Zoom link: <https://pscinc.co/discuss> Meeting ID: 85945013079 Passcode: 090446

Councilmember Watson discussed housing issues that he is currently working on as it is his main focus.

VIII. **General Updates**

Linh Song - Police at Delonis Center regarding various issues. Working out issues with warming center staff. Housing is the priority.

Housing Summit – Flyer announced all-day event on January 31st

Mentioned issues around Repeal of Prop A and Right to Counsel initiative –right to legal representation for low-income tenants involved in landlord disputes.

IX. **Public Comment**

None

X. **Adjournment**

8:04 PM

Anna Erickson moved to adjourn at 8:04, Support by Amanda Carlisle. Motion passed unanimously.

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