

DRAFT - 172nd HHAC BOARD MEETING MINUTES
Meeting date: October 5, 2016

Call to order:

The 172nd meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on October 5, 2016, at 1:30 p.m. The meeting was called to order by the Deputy Commissioner for the Center for Specialized Services at OTDA, Linda Glassman.

Members in attendance:

Brett Hebner, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH), Sean Fitzgerald, Board Member Designee representing Board Member William Thompson, Chairman of the NYS Housing Finance Agency (HFA), and Henri Williams, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

Others in attendance:

Barbara Roff	HHAC President
Dana Greenberg	HHAC Vice President
Scott Kunkler	HHAC Comptroller
Brenda McAteer	HHAC Secretary
Barbara Guzman	OTDA Office of Legal Affairs (OLA)
Brendan Bannigan	OTDA OLA
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer
Richard Umholtz	Bureau Director

1. Approval of minutes

Ms. Glassman requested a motion to approve the minutes from the October 5, 2016 HHAC Board meeting. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

2. Vice President's Report

Ms. Greenberg presented the Vice President's (VP) Report, beginning with an overview of the status of all projects under development as of August 31, 2016. There were 50 projects in various stages of development. There were 23 projects in construction, two of which were 90% complete. Furthermore, 36% of projects currently in development are in New York City, 16% in the suburban region of Westchester, Nassau and Suffolk counties and the remaining 48% are located in the rest of the state.

Project Related Milestones:

Pre-Construction Award

The Rescue Mission Alliance of Syracuse, N.Y. (RMS) (2015-005/ HC00864) executed a Pre-Construction Agreement. Michael Washburn is the project manager.

Final Award

The Albany Damien Center, Inc. (2015-003/ HC00865) executed a Final Award Agreement on August 4, 2016. Bethany Meister is the project manager.

Hudson River Housing – Liberty Station (2014-034/HC00866) executed a Final Award Agreement on August 18, 2016. Martin Robinson is the project manager.

Completed

Concern for Independent Living, Inc. – Norwood (Concern) (2013-002/ HC00814) received a Temporary Certificate of Occupancy (TCO) on August 11, 2016. Brenda McAteer is the project manager.

Events and Ceremonies

Southern Tier Environments for Living, Inc. (STEL) and Evergreen Health Services (EHS) (2013-028/ HC00835) held an opening on July 25, 2016, attended by Commissioner Roberts and Deputy Commissioner Glassman. Pam Cotterell is the project manager.

The Bridge – Melrose Commons Supportive Housing (2015-010/ HC00863) held a groundbreaking ceremony, on August 3, 2016, attended by Commissioner Roberts. Matt Ciulla is the project manager.

There was no further discussion or comment.

Ms. Glassman requested a motion to approve the VP Report. Mr. Fitzgerald made the motion which was seconded by Mr. Hebner. The motion carried.

3. Treasurer's Report

Ms. Martin provided a brief synopsis of Schedule One within the Treasurer's Report and reported that the cash balance available as of the date of the meeting was \$66,317,367.31. Included in this figure was \$29,414,838.74 in Medicaid Redesign Team (MRT) funds and \$16,727,018.65 in Mortgage Insurance Funds (MIF).

Mr. Fitzgerald asked that Ms. Martin restate the amounts in MRT and MIF. It was clarified that the remainder was solely HHAC funds. There was no further discussion or comment.

Ms. Glassman requested a motion to approve the Treasurer's Report. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

4. A Resolution of the Homeless Housing and Assistance Corporation Regarding Certain SEQRA Classifications and Findings

Mr. Kunkler presented one "unlisted" project to the Board – the Rescue Mission of Utica. The project is classified as unlisted. It was determined that the project would not result in any significant adverse environmental impact and therefore a negative declaration was recommended.

There was no further discussion or comment.

Ms. Glassman requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

5. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Technical Assistance Awards

Mr. Kunkler requested the addition of an additional technical assistance contractor, the Albany Damien Center, Inc., to the list of technical assistance providers.

Ms. Glassman requested a motion to accept the resolution. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

6. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. Roff explained that the purpose of the resolution is to request the Board's approval of three (3) awards, totaling \$10.29 million in HHAP funds, to the following organizations:

- United Veterans Beacon House, Inc.
- Postgraduate Center for Mental Health, Inc.
- Concern for Independent Housing, Inc.

Ms. Roff described each project recommended for funding, including the conditions applicable to each award if approved by the Board. Ms. Roff also indicated that the following projects were reviewed, but not recommended for funding at this time:

- Hudson River Housing, Inc.
- Hebrew Home for the Aged at Riverdale

Technical assistance will be offered to these organizations.

None of the projects approved thus far qualified for the \$5 million HIV/AIDS set-aside from the SFY 2016-17 appropriation. For SFY 2016-17 funding to date, 39.3% has been awarded to the Rest of State projects and 47.3% to the Suburban Region (Suffolk, Nassau and Westchester counties) with 13.4% to the New York City region.

With this approval, an appropriation balance of \$40.6 million from the SFY 2016-017 State Budget remained available for future HHAP projects and HHAC operating expenses. As of the date of the meeting memo, there were nine (9) applications under review requesting a total of \$28.9 million. Two additional applications had since been received totaling \$8.9 million.

Ms. Glassman requested a motion to accept the resolution. Mr. Fitzgerald made the motion which was seconded by Mr. Hebner. The motion carried.

Agency Reports:

HCR: Mr. Fitzgerald reported that October 6th was the first of two early award application deadlines for the 2016 Unified Funding round. The first early award related to eight different State housing policy goals. The second early award was established exclusively for projects that have incorporated Empire State Supportive Housing Initiative (ESSHI) conditional awards into them. These projects can also apply during the standard round due the first week of December. The early awards are for high readiness projects that can proceed to a construction start within

120 days outside of NYC and 180 days within the city. Mr. Fitzgerald also noted that HCR and HHAC had another coordinating meeting recently to discuss jointly funded projects which provides an opportunity to streamline the administration of projects and avoid duplication thereby providing economies.

OMH: Mr. Hebner related that since the last Board Meeting the Governor's office announced the award of over 3,600 conditional awarded units for ESSHI. ESSHI provides funding for service and operating costs at up to \$25,000 per unit. This is in accordance the Governor's overall housing plan of 6,000 units, with 1,200 of those units being available under the recent RFP.

OASAS: Mr. Williams reiterated that OASAS will be working with agencies through ESSHI to assist them in acquiring their capital development funding within the six-month window.

OTDA: Mr. Umholtz stated that HHAP has already provided capital funding for 189 of the 3,600 conditionally awarded ESSHI units. OTDA is also in the process of moving forward the Empire State Poverty Reduction Initiative in cities throughout New York State which received \$25 million in the past budget cycle for the purpose of addressing homelessness. OTDA is also involved in the Nonprofit Infrastructure Capital Investment Program (NYCIP) reviews. The NYCIP provides funding for capital improvements for not-for-profit housing service providers.

Ms. Glassman thanked staff from the Bureau of Housing and Support Services who recently coordinated two regional meetings with homeless services providers throughout the State. She also reported that the Governor's Interagency Council on Homelessness had its first meeting and is now forming work groups. The next meeting of the Council will be in early December. The following work groups have been formed: these address the needs of runaway and homeless youth, persistent mental illness and those being discharged from healthcare facilities. This is an unprecedented initiative that pulls together all the state agencies that touch homelessness in any way as well as ten not-for-profit representatives from across the State of New York.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, December 7, 2016, at the Media Service Center Studio, Albany, New York, at 1:30pm.

Ms. Glassman asked for a motion to adjourn. Mr. Fitzgerald made the motion which was seconded by Mr. Hebner. The motion carried.

Adjournment:

Ms. Glassman adjourned the meeting at 1:58pm.

Secretary

Date of Approval