

**162<sup>nd</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: February 4, 2015**

**Call to order:**

The 162<sup>nd</sup> meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on December 3, 2014, at 1:30 p.m. The meeting was called to order by Brian Wootan, Office of Temporary and Disability Assistance (OTDA) Office of Legal Affairs (OLA) and Designee of Chair of the HHAC, OTDA Executive Deputy Commissioner, Sharon Devine.

**Members in attendance:**

Moira Tashjian, Board Member Designee representing Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and Mary Ann DiChristopher, Advisory Board Member Designee representing Commissioner Arlene Gonzáles-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

**Others in attendance:**

Brett Hebner	HHAC Vice President
Barbara Roff	HHAC Comptroller
Scott Kunkler	HHAC Assistant Comptroller
Barbara Guzman	OTDA OLA
Brendan Bannigan	OTDA OLA
Dana Greenberg	HHAC Secretary
Brenda McAteer	HHAC Assistant Secretary
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer

**1. Approval of minutes:**

Mr. Wootan requested a motion to accept the minutes from the December 3, 2014 HHAC Board Meeting. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

**2. Vice President's Report**

Mr. Hebner presented the Vice President's Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of December 31, 2014. There are currently 40 projects in various stages of development, with 20 projects in construction, three (3) of which are over 90% complete.

Project Related Milestones:

Pre-Construction Award Agreements

Mr. Hebner reported that Southern Tier Environments for Living, Inc. (STEL) and Evergreen Health Services, Inc. (EHS) (2013-028/ HC00835) executed a Pre-construction Agreement on November 13, 2014. Dave Galdun is the project manager.

Final Award Agreements

Mr. Hebner reported that Westhab, Inc. (2013-007/ HC00823) executed a Final Award Agreement on November 13, 2014. Nilsa Mabel is the project manager.

Concern for Independent Living (Concern)/ Concern Middle Island LLC (2013-030) executed a Final Loan Agreement on December 18, 2014. Scott Kunkler is the project manager.

Common Ground Community II Housing Development Fund Corporation/ Park House (Common Ground) (2014-016) executed a Final Loan Agreement on December 30, 2014. Nilsa Mabel is the project manager.

#### Completed Projects

New Destiny Housing Corp. (New Destiny) / 2017 Morris Avenue Owners LLC (2013-011/ HC00819) completed construction on November 14, 2014 and by December 31<sup>st</sup> the building was fully rented up. Dana Greenberg is the project manager.

The Young Women's Christian Association of Binghamton and Broome County (YWCA) (2000-003/ HC00571) received a Certificate of Substantial Completion on December 23, 2014 for repairs to the cornices, the façade and interior areas affected by water damage from Hurricane Irene and Tropical Storm Lee. No units were offline throughout the repairs. Brenda McAteer is the project manager

#### Events and Ceremonies

Mr. Hebner reported that on November 17, 2014 CAMBA/ CAMBA Housing Ventures, Inc. held a ground breaking ceremony for CHV 560 Winthrop Street, L.P.(CAMBA Gardens II) (2013-001/ HC00827) and a ribbon cutting ceremony for CHV 690-738 Albany Avenue, L.P. (CAMBA Gardens) (2010-001/ HC00724). Dana Greenberg is the project manager for both projects.

Rescue Mission Alliance of Syracuse (RMS) (2013-019/ HC00831) held a ground breaking ceremony on November 17, 2014. Pam Cotterell is the project manager.

Broadway Housing Communities (BHC) (2010-013/ HC00783) held a ribbon cutting ceremony on November 21, 2014. Nilsa Mabel is the project manager.

Polish Community Center of Buffalo, Inc. d/b/a Lt. Colonel Matt Urban Human Services Center of Western New York (2012-006/ HC00805) held a ribbon cutting on December 15, 2014, shortly after they obtained a Certificate of Occupancy on December 9, 2014 and began renting up. Barbara Roff is the project manager.

Mr. Hebner also indicated that an announcement was issued suspending the acceptance of applications under the HHAP SFY 2014-2015 Request for Proposals (RFP), effective December 31, 2014.

There was no further discussion or comment.

### **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 this meeting was \$14,003,856.38. Included in this figure is a balance of \$6,178,517.36 of Medicaid Redesign Team (MRT) funds and \$548,329.36 from the Mortgage Insurance Fund.

There was no further discussion or comment.

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

Mr. Kunkler listed the following projects and recommended that a negative declaration be made because each project may be classified as an “unlisted action” and would not exceed any threshold under the State Environmental Quality Review Act (SEQRA) regulations that would indicate a potentially significant environmental impact:

- 2014-002 CAMBA/ Van Dyke Homes
- 2014-005 Auburn Housing Authority/ Merriman St. Family Transitions
- 2014-011 Concern for Independent Living/ Concern Ronkonkoma
- 2014-013 Women In Need/ The Glenmore
- 2014-020 Postgraduate Center for Mental Health/ Marion Residence

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the resolution. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

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

Mr. Hebner explained that the purpose of the resolution being offered is to request the Board’s approval of four (4) awards, totaling \$17,276,652, consisting of \$13,507,421 in HHAP funds and \$3,769,231 in MRT funding, to the following organizations:

- |  |                                       |
|--|---------------------------------------|
| • The Woman’s Prison Association and Home (WPA)                      | \$5,373,222                           |
| • Finger Lakes Community Development Corporation, Inc.               | \$3,000,000                           |
| • Finger Lakes Addictions Counseling & Referral Agency Inc. (FLACRA) | \$2,395,190                           |
| • The Doe Fund, Inc. (TDF)   | \$2,739,009 (HHAP), \$3,769,231 (MRT) |

With the approval of the HHAP awards listed above, an appropriation balance of \$7,053,366 remains available for awards for applications currently under review as well as HHAC operating expenses. Approval of the current awards will fully allocate the SFY 2014-15 MRT appropriation.

For SFY 2014-2015, HHAP funds have been awarded to projects consisting of a total of 102 NY/NY III units, including three (3) units for single adults who are chemically addicted and/or have a serious and persistent mental illness, known as Category A under the NY/NY III agreement. Finally, HHAC met and then exceeded the set-aside for supportive housing for persons with HIV/AIDS.

There are currently 13 applications under review requesting \$34 million in HHAP funds and \$14.7 million in MRT funds.

Mr. Hebner described each project recommended for funding, including the conditions applicable to each award, if approved by the Board. Mr. Hebner also indicated that the following projects did not achieve a passing score and were not recommended for funding:

- Homsite, Inc.
- SOBRO

- YMCA of Greater Syracuse
- The Albany Damien Center

Applicants of proposals that were not recommended for funding will be contacted and offered Technical Assistance.

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the resolution to fund the proposed projects. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

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

Mr. Hebner explained that the purpose of this resolution is to amend a condition of a previous award. At the September 19, 2014 HHAC Board meeting, the Board approved an award to Auburn Housing Authority Development Corp. (Auburn) for \$6,418,545. A condition of this award was that The Rescue Mission Alliance of Syracuse, N.Y. (Rescue Mission) must become the co-sponsor due to its integral involvement in the project through the lease, operating support, services provision, and day-to-day operation of the project. It has now been determined that this goal can be achieved without the Rescue Mission becoming a co-sponsor; instead, Rescue Mission's role will be outlined within the Lease Agreement, to be approved by HHAP staff.

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the resolution to amend the conditions of the award for Auburn. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

#### **Agency Reports:**

OMH:

Ms. Tasjian announced the opening of a 50-bed SRO in Dutchess County, with RSS. This new program should be open by next month. Ms. Tashjian also stated OMH will officially be making awards for their 700 unit capital and operating RFP. Statewide, this will include 700 units of supportive housing for individuals leaving psychiatric centers and State-operated Article 28 and/or 31 facilities.

OASAS:

Ms. DiChristopher stated OASAS' NY/NY III RFP for \$2 million, which will support 80 units of housing, will be issued in the second quarter of 2015. Ms. DiChristopher also stated 294 of 300 units, funded from MRT have been filled.

**New/Other Business:** None

Mr. Wootan requested a motion to adjourn. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

**Adjournment:**

Mr. Wootan adjourned the meeting at 2:03pm.

The next HHAC Board meeting is scheduled to take place on Wednesday April 1, 2015, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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Secretary

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Date of Approval

**163<sup>rd</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: April 1, 2015**

**Call to order:**

The 163<sup>rd</sup> meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on April 1, 2015, at 1:30 p.m. The meeting was called to order by OTDA Executive Deputy Commissioner, Sharon Devine and Chair of the HHAC.

**Members in attendance:**

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

**Others in attendance:**

Brett Hebner	HHAC Vice President
Barbara Roff	HHAC Comptroller
Linda Glassman	OTDA Deputy Commissioner
Barbara Guzman	OTDA Office of Legal Affairs (OLA)
Lesley Stefan	OTDA OLA
Dana Greenberg	HHAC Secretary
Brenda McAteer	HHAC Assistant Secretary
Karen Martin	HHAC Treasurer
Dave Galdun	HHAP Project Manager

**7. Approval of minutes**

Ms. Devine requested a motion to accept the minutes from the February 4, 2015, HHAC Board Meeting. Ms. Tashjian made the motion, which was seconded by Ms. Devine. The motion carried.

**8. Vice President's Report**

Mr. Hebner presented the Vice President's Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of February 28, 2015. There are currently 39 projects in various stages of development, with 17 projects in construction, three (3) of which are over 90% complete.

Project Related Milestones:

Completed Projects

Cattaraugus Community Action, Inc. (CCA) (2010-011/HC00777) obtained a Certificate of Occupancy on October 27, 2014, and on October 28, 2014, held a ribbon cutting ceremony. Greg Lemp is the project manager.

Opportunities for Broome, Inc. (2011-009/HC00806) received a temporary Certificate of Occupancy on December 29, 2014. Pamela Cotterell is the project manager.

Regional Economic Community Action Program, Inc. (RECAP) (J002/HC00104) received a Certificate of Occupancy on February 11, 2015. Pamela Cotterell is the project manager.

Infrastructure Development Demonstration Program (IDDP) update:

Mr. Hebner stated that two recent project awards have been identified as eligible to utilize the remaining IDDP funds. These projects are sponsored by Madison County Community Action Program and Auburn Housing Authority Development Corporation, respectively. The availability of funds will be confirmed with HFA.

There was no further discussion or comment.

Ms. Devine requested a motion to adopt the report. Ms. Tashjian made the motion, which was seconded by Ms. Devine. The motion carried.

### **9. 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 \$16,997,970.13. Included in this figure is \$8,696,209.79 in Medicaid Redesign Team (MRT) funds.

There was no further discussion or comment.

Ms. Devine requested a motion to adopt the report. Ms. Tashjian made the motion, which was seconded by Ms. Devine. The motion carried.

### **10. A Resolution of the Homeless Housing and Assistance Corporation Regarding Certain SEQRA Classifications and Findings**

Mr. Galdun listed the following projects and recommended that a Negative Declaration be made because each project may be classified as an "unlisted action" and would not exceed any threshold under the State Environmental Quality Review Act (SEQRA) that would indicate a potentially significant environmental impact:

- 2014-022 HELP Development Corp./ HELP Buffalo II
- 2014-030 Finger Lakes Community Development Corporation/ Veterans Housing for Canandaigua
- 2014-033 The Doe Fund, Inc./ Webster Green

Mr. Fitzgerald asked if these SEQRA findings were part of coordinated review with HCR. Mr. Galdun responded that HHAC completes its own SEQRA review for its projects.

There was no further discussion or comment.

Ms. Devine requested a motion to adopt the resolution. Ms. Tashjian made the motion, which was seconded by Ms. Devine. The motion carried.

## **11. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Mr. Hebner explained that the purpose of the resolution being presented was to request the Board's approval of two (2) awards, totaling \$3,536,976 in HHAP funds to the following organizations:

- Hudson River Housing, Inc. (HRH) \$1,036,976
- Common Ground Community II HDFC (CGC)/ Webster II \$2,500,000

With the approval of the HHAP awards listed above, the remaining uncommitted appropriation balance will be used for HHAC's operating expenses, including, but not limited to architectural review services, legal and audit services, property management, and technical assistance.

For SFY 2014-2015, HHAP funds have been awarded to projects consisting of a total of 137 NY/NY III units, including three (3) units for single adults who are chemically addicted and/or have a serious and persistent mental illness, known as Category A under the NY/NY III agreement. Finally, HHAC met and exceeded the set-aside for supportive housing for persons with HIV/AIDS.

Mr. Hebner described each project recommended for funding, including the conditions applicable to each award, if approved by the Board. Mr. Hebner also indicated that the following projects were reviewed but not recommended for funding due to a lack of available funding or failure to achieve a passing score:

- Bowery Residence Committee, Inc.
- Postgraduate Center for Mental Health
- The Community Builders, Inc.
- The Bridge, Inc.
- Southern Tier Environments for Living/ Evergreen
- Housing Visions Consultants, Inc./ Salvation Army
- Addictions Care Center of Albany, Inc.
- Buffalo City Mission
- Westhab, Inc./ Williams Street
- Center for Community Alternatives

Applicants that were not recommended for funding will be contacted and offered Technical Assistance.

There was no further discussion or comment.

Ms. Devine requested a motion to adopt the resolution to fund the proposed projects. Ms. Tashjian made the motion, which was seconded by Ms. Devine. The motion carried.

### **Agency Reports:**

OTDA: Ms. Devine shared highlights from the newly-adopted NYS Budget for State Fiscal Year 2015-16, which was just passed. She was happy to report that HHAP was appropriated \$63.5 million.



OMH: Ms. Tashjian reported OMH is still moving forward with awards for its 700-unit supportive housing capital initiative. The awardees are in various stages of executing contracts. Ms. Tashjian also reported on a MRT pilot program OMH is working on with other State agencies.

OASAS: Mr. Williams reported on the release of the NY/NY III RFP for 80 family units in NYC. Mr. Williams also reported that OASAS' MRT housing is 97% occupied and Health Home enrollment is at 60%.

HCR: Mr. Fitzgerald commented on how many projects receiving HHAC awards have also applied for HCR's Unified Funding. Mr. Fitzgerald stated there has been outstanding communication between the agencies while reviewing the funding applications.

**New/Other Business:** None

Ms. Devine requested a motion to adjourn. Ms. Tashjian made the motion, which was seconded by Ms. Devine. The motion carried.

**Adjournment:**

Ms. Devine adjourned the meeting at 2:02 pm.

The next HHAC Board meeting is scheduled to take place on Wednesday June 3, 2015, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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Secretary

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Date of Approval

**164<sup>th</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: June 3, 2015**

**Call to order:**

The 164<sup>th</sup> meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on June 3, 2015, at 1:30 p.m. The meeting was called to order by Brian Wootan, Office of Temporary and Disability Assistance (OTDA) Office of Legal Affairs (OLA) and Designee of Chair of the HHAC, OTDA Executive Deputy Commissioner, Sharon Devine.

**Members in attendance:**

Moira Tashjian, Board Member Designee representing Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and Mary Ann DiChristopher, Advisory Board Member Designee representing Commissioner Arlene Gonzáles-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

**Others in attendance:**

Brett Hebner	HHAC Vice President
Barbara Roff	HHAC Comptroller
Scott Kunkler	HHAC Assistant Comptroller
Brendan Bannigan	OTDA OLA
Dana Greenberg	HHAC Secretary
John Siniapkin	HHAC Assistant Treasurer
Tim Hagen	Toski & Co.

**1. Approval of minutes**

Mr. Wootan requested a motion to accept the minutes from the April 1, 2015, HHAC Board Meeting. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

**2. Vice President's Report**

Mr. Hebner presented the Vice President's Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of April 30, 2015. There are currently 39 projects in various stages of development, with 17 projects in construction, two (2) of which are over 90% complete.

Project Related Milestones:

Preconstruction

Mercy Haven, Inc. (2012-024/HC00844) executed a Preconstruction Agreement (PCA) on March 5, 2015. Scott Kunkler is the project manager.

Final Award

Housing Visions Consultants, Inc., Walnut Avenue Homes, LLC, (2014-003/HC00843) executed a Final Loan Agreement on March 13, 2015. Dave Galdun is the project manager.

Community Action Program of Madison County, Inc. (CAP) (2013-021/HC00830) executed a Final Award Agreement (FAA) on April 16, 2015. Scott Kunkler is the project manager.

### Completed Projects

Volunteers of America – Greater New York (VOA-GNY) (2012-007/HC00794) obtained a Certificate of Occupancy and began renting the units. Pam Cotterell is the project manager.

Mr. Hebner stated that the State Budget for State Fiscal Year (SFY) 2015-16 contains a \$63.5 million appropriation for HHAP. The HHAP Request for Proposals for SFY 2015-16 has been released. Applications will be accepted beginning May 29<sup>th</sup>, 2015.

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the report. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

### **3. Comptroller's Report**

Ms. Roff presented two resolutions for the Board's approval prior to the submission of various reports for State Fiscal Year 2014-2015 to the Authorities Budget Office (ABO) and the Office of the State Comptroller (OSC). In accordance with the Authorities Law (PAL) these reports are required to be submitted by June 30, 2015.

#### *A Resolution of the Homeless Housing and Assistance Corporation Approving the Annual Independent Audit, Annual Report, Investment Guidelines, Investment Report, Procurement Guidelines and Report on Procurement Contracts and Submission Thereof*

Ms. Roff introduced Mr. Hagen of Toski & Co., which is the auditing firm that completed the annual independent audit of HHAC. Mr. Hagen highlighted the Report to the Board and the financial statements. Mr. Hagen stated that no issues were identified in the financial statements and that the audit resulted in an unqualified opinion, also known as a clean opinion.

Ms. Roff also spoke regarding the documents that require Board approval prior to submission to the Public Authorities Reporting Information System (PARIS), including HHAC's Investment Guidelines, Annual Investment Report, Procurement Guidelines and Report on Procurement Contracts.

There was no further discussion or comment.

Mr. Wootan requested a motion to approve the resolution and accept the audit conducted by Toski & Co. Ms. Tashjian made the motion which was seconded by Mr. Wootan. The motion carried.

#### *A Resolution of the Homeless Housing and Assistance Corporation Establishing Guidelines for the Disposition of Property and Approving a Report on the Disposition of Property*

Ms. Roff presented the Guidelines for the Disposition of Property and the Report on the Disposition of Property which will also be reported to PARIS. HHAC no longer holds title to any real property.

There was no further discussion or comment.

Mr. Wootan requested a motion to approve the resolution. Ms. Tashjian made the motion which was seconded by Mr. Wootan. The motion carried.

#### **4. Treasurer's Report**

Mr. Siniapkin 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 \$13,946,684.74. Included in this figure is \$8,599,754.06 in Medicaid Redesign Team (MRT) funds.

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the report. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

#### **5. A Resolution of the Homeless Housing and Assistance Corporation Requesting OTDA Administer Certain Funding**

Mr. Hebner explained that the most recent State budget authorized Mortgage Insurance Funds (MIF) to be transferred to HHAC, to be administered by OTDA, for the following programs: New York State Supportive Housing Program (NYSSHP), the Solutions To End Homelessness Program (STEHP) and Operational Support for AIDS Housing programs (OSAH).

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the report. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

#### **6. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Contract Amendments**

Mr. Hebner reported on Carolyn's House L.P./ YWCA of Niagara (YWCA) (2003-017), stating that this resolution is necessary to provide HHAP funding to replenish reserves and address needed repairs. There was an urgent health and safety issue due to the lack of hot water, which required the immediate replacement of the tanks. The YWCA depleted its reserve account by replacing the tanks. The use of the reserve funds was approved by the Limited Partner (LP), with the condition that the YWCA would seek additional funds from HHAC to replenish the reserves. Additionally, it was discovered that various other repairs were needed to support the long-term viability of the project, including masonry issues causing roof leaks.

There was no further discussion or comment.

Mr. Wootan requested a motion to adopt the resolution to fund the project. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

#### **Agency Reports:**

OMH: Ms. Tashjian reported that six (6) of OMH's capital/ operating/ services awardees were also awarded funds through Home and Community Renewal's (HCR) Unified Funding round. Ms. Tashjian also reported that in this year's State Budget OMH will administer funding for 400 units of supportive housing that will serve individuals coming from forensic or correctional facilities. Of these units, 200 will serve individuals coming directly from correctional facilities and working with Division of Parole, with specialized mental health caseloads. The remaining 200 units will be designated for individuals who will be reentering into the community from prisons, but are currently in psychiatric centers.

OASAS: Ms. DiChristopher reported that the release date of the NY/NY III RFP to support 80 family units in New York City is June 12, 2015. Applications will be due in August and awards in will be made in the fall.

**New/Other Business:** None

Mr. Wootan requested a motion to adjourn. Ms. Tashjian made the motion, which was seconded by Mr. Wootan. The motion carried.

**Adjournment:**

Mr. Wootan adjourned the meeting at 1:55 pm.

The next HHAC Board meeting is scheduled to take place on Wednesday August 27, 2015, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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Secretary

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Date of Approval

**165<sup>th</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: August 27, 2015**

**Call to order:**

The 165<sup>th</sup> meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on August 27, 2015, at 1:30 p.m. The meeting was called to order by OTDA Executive Deputy Commissioner, Sharon Devine.

**Members in attendance:**

James Lupoli, Board Member Designee representing Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and Mary Ann DiChristopher, Advisory Board Member Designee representing Commissioner Arlene Gonzales-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

**Others in attendance:**

Brett Hebner	HHAC Vice President
Barbara Guzman	OTDA OLA
Brendan Bannigan	OTDA OLA
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer
Brenda McAteer	HHAC Assistant Secretary
Dave Galdun	HHAP Project Manager

**12. Approval of minutes**

Ms. Devine requested a motion to approve the minutes from the June 3, 2015, HHAC Board Meeting. Mr. Lupoli made the motion, which was seconded by Ms. Devine. The motion carried.

**13. Vice President's Report**

Mr. Hebner presented the Vice President's Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of June 30, 2015. There are currently 41 projects in various stages of development, with 22 projects in construction, 4 of which are over 90% complete.

Project Related Milestones:

Final Award

Jericho Project (2014-008/ HC00845) executed a Final Loan Agreement on June 3, 2015. Brenda McAteer is the project manager.

Women In Need, Inc. (WIN) (2014-013/ HC00846) executed a Final Loan Agreement on June 15, 2015. Dave Galdun is the project manager.

CHV 603 Mother Gaston BLVD, LP/ CAMBA Housing Ventures (CAMBA) - Van Dyke (2014-002/ HC00848) executed a Final Loan Agreement on June 30, 2015. Dana Greenberg is the project manager.

### Completed Projects

Share XIV/ Concern (M-36/ HC00292) obtained all necessary Certificates of Occupancy in May, and tenants began moving in in June 2015. Brenda McAteer is the project manager.

East 138<sup>th</sup> Owners LLC/ Barrier Free Living Housing Development Fund Company (BFL) (2012-008/ HC00803) obtained a Temporary Certificate of Occupancy for 637 East 138<sup>th</sup> Street on May 29, 2015 and for 616 East 139<sup>th</sup> Street on June 29, 2015. Dana Greenberg is the project manager.

### Technical Assistance

The YWCA of Western New York, Inc. (L027 / HC00278) executed an Amended and Restated Mortgage on June 25, 2015, exchanging one damaged property for another already owned by them. Brenda McAteer is the project manager.

Benedict House of Western NY, Inc. (M-26/ HC00271) was assigned a Technical Assistance architect to perform a capital needs assessment of the project. Evergreen Health Services (EHS) has indicated its intent to apply for HHAP funds to address repairs and reconfigure the floor plan in order to better serve the population and achieve project viability.

### Other Significant Issues

HHAC has completed the internal procedures necessary to declare the following outstanding advanced funds as uncollectible:

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|--|--------------|
| • Neighborhood Youth and Family Services, Inc.           | \$150,000.00 |
| • Stop Wasting Abandoned Property, Inc.                  | \$ 11,856.73 |
| • Bushwick Information and Coordinating Action Committee | \$ 20,682.28 |
| • Bernard Morosco  | \$ 2,200.00  |

Three of these contractors are associated with projects that were found in violation of their grant agreements resulting in the replacement of the sponsor organization, with one involving a property manager and incomplete documentation. Ms. Devine inquired if there were any other outstanding advances. Mr. Hebner informed her and the Board that all remaining advances that are outstanding at this time are for projects that are in development and will be recouped during the normal course of business. Advances tend to be for long lead items or for closings, which are legitimate reasons to provide an advance, such as an elevator or an advance for a real estate closing. Those advances are generally recouped as early as possible, and certainly before a project become operational. All of these uncollectible advances were for operational projects that, for whatever reason, failed to be reconciled during the development process. Ms. Devine also asked if these organizations are defunct and Mr. Hebner affirmed.

Ms. Devine requested that the Vice President's Report will include an additional pie chart of all projects in development, by region. Mr. Hebner confirmed that this new chart would appear in the next Vice President's Report for the October meeting.

There was no further discussion or comment.

Ms. Devine made a motion to accept the report. Mr. Lupoli was seconded. The motion carried.

#### **14. 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 \$22,723,456.81. Included in this figure is \$8,171,927.68 in Medicaid Redesign Team (MRT) funds, and \$9,000,000.00 in Mortgage Insurance Funds (MIF). Additionally, a request has been submitted to the Business Service Center to drawdown another \$10,091,667.

There was no further discussion or comment.

Ms. Devine made a motion to accept the report. Mr. Lupoli seconded the motion. The motion carried.

#### **15. A Resolution of the Homeless Housing and Assistance Corporation Regarding Certain SEQRA Classifications and Findings**

Mr. Galdun presented the following project and recommended that a Negative Declaration be made because the project may be classified as an "unlisted action" and would not exceed any threshold under the State Environmental Quality Review Act (SEQRA) that would indicate a potentially significant environmental impact:

- 2014-038 Common Ground Community II/ Webster Avenue Residences #2

There was no further discussion or comment.

Ms. Devine made a motion to adopt the resolution. Mr. Lupoli seconded. The motion carried.

#### **16. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Mr. Hebner described the various funding considerations and the components of the review process for HHAP applications. He explained that the purpose of the resolution being presented was to request the Board's approval of six (6) awards, totaling \$27,986,018, consisting of \$22,928,101 in HHAP funds and \$5,057,917 in MRT funding, to the following organizations:

- |  |                              |
|--|------------------------------|
| • The Doe Fund, Inc.                         | \$5,133,891                  |
| • The Albany Damien Center, Inc.             | \$4,316,789 (MRT)            |
| • The Rescue Mission Alliance of Syracuse NY | \$7,977,465                  |
| • Opportunities for Broome, Inc. – Carroll   | \$1,111,693/ \$741,128 (MRT) |
| • The Community Builders, Inc.               | \$4,455,052                  |
| • The Bridge, Inc.                           | \$4,250,000                  |

With the approval of the HHAP awards listed above, an uncommitted appropriation balance of \$40,571,899 in HHAP funds, and \$4,942,083 in MRT funds remain available for future HHAC awards.

In SFY 2015-2016 so far, HHAP funds are being awarded to projects consisting of a total of 127 NY/NY III units, including 58 units for single adults who are chemically addicted and/or have a serious and persistent mental illness, known as Category A under the NY/NY III agreement.



Finally, HHAC will not only meet but will exceed the set-aside for supportive housing for persons with HIV/AIDS with the current award to The Doe Fund.

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

- Westhab, Inc.
- Opportunities for Broome, Inc. – Cypress
- SOBRO
- Hudson River Housing, Inc.

Applicants that were not recommended for funding will be contacted and offered Technical Assistance. Currently there are 15 applications under review, requesting approximately \$96,000,000.

Mr. Lupoli asked about the awards that have conditions regarding NY/NY 4, with regard to any contingency plan if they are not funded. Mr. Hebner stated that the conditions can be released by HHAC if needed. Mr. Hebner also explained that in the cases where the NY/NY 4 condition was placed, it was felt that the operating budget would benefit from this program.

Ms. Devine congratulated the HHAP team for their efforts and getting off to a great start.

There was no further discussion or comment.

Ms. Devine made a motion to adopt the resolution authorizing the awards. Mr. Lupoli seconded. The motion carried.

### **Agency Reports:**

OTDA: Ms. Devine announced that OTDA has a new commissioner, Samuel D. Roberts.

OMH: Mr. Lupoli stated that OMH is working on their pipeline from the RFP that went out last year. Also Mr. Lupoli mentioned that there is an RFP out right now for three different scattered site supportive housing projects:

- High needs for mental health population on Long Island for a total of 40 beds, including 25 in Suffolk and 15 in Nassau County.
- Ninety beds in New York City for individuals coming from state psychiatric centers.
- Forensic supported housing for people coming from prison on Long Island; a total of 14 individuals: 10 for Suffolk and 4 for Nassau.

OMH is also in the process of reviewing an RFP for 100 forensic units in New York City. Those awards will be made in September.

OASAS: Ms. DiChristopher stated that OASAS is working on 6 permanent supportive housing grants, almost 2,000 units, worth \$30,000,000. Applications were due on August 4, 2015, for the RFP issued in June 2015 for NY/NY III housing for families.. Five applications are being reviewed for \$2,000,000 to support 80 units.

**New/Other Business:** None

Ms. Devine made a motion to adjourn. Mr. Lupoli seconded. The motion carried.

**Adjournment:**

Ms. Devine adjourned the meeting at 2:09pm.

The next HHAC Board meeting is scheduled to take place on Wednesday, October 7, 2015, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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Secretary

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Date of Approval

**166<sup>th</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: October 7, 2015**

**Call to order:**

The 166<sup>th</sup> meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on October 7, 2015, at 1:30 p.m. The meeting was called to order by OTDA Executive Deputy Commissioner, Sharon Devine.

**Members in attendance:**

James Lupoli, Board Member Designee representing Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and Henri Williams, Advisory Board Member Designee representing Commissioner Arlene Gonzales-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

**Others in attendance:**

Linda Glassman	OTDA Deputy Commissioner
Barbara Roff	HHAC Comptroller
Dana Greenberg	HHAC Secretary
Lesley Stefan	OTDA Office of Legal Affairs (OLA)
Brendan Bannigan	OTDA OLA
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer
Scott Kunkler	HHAC Assistant Comptroller

**17. Approval of minutes**

Ms. Devine requested a motion to approve the minutes from the August 27, 2015, HHAC Board Meeting. Mr. Lupoli made the motion, which was seconded by Ms. Devine. The motion carried.

**18. Vice President's Report**

Ms. Roff presented the Vice President's Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of August 31, 2015. There are currently 36 projects in various stages of development, with 20 projects in construction, three of which are over 90% complete. A new chart was added to show projects in development by region. Of the projects in development, 22% are in NYC, 8% in the suburban region (Nassau, Suffolk and Westchester counties), and 31% in the Rest of State (ROS).

Project Related Milestones:

Final Award

AHA Development Corporation (2014-005/ HC00849) executed a Final Award Agreement on August 13, 2015. Gregory Bell is the project manager.

Southern Tier Environments for Living, Inc. and Evergreen Health Services, Inc. (EHS, Inc.) (2013-028/ HC00835) executed a Final Loan Agreement on August 18, 2015. Dave Galdun is the project manager.

Alternatives for Battered Women (ABW) (2014-001) executed a Final Award Agreement on August 21, 2015. Mike Washburn is the project manager.

## Completed Projects

Project Renewal/ PRI Villa Avenue LP (2012-014/ HC00809) obtained a Temporary Certificate of Occupancy (TCO) on June 30, 2015. Rent-up of units has begun. Scott Kunkler is the project manager.

## Events and Ceremonies

New Destiny/ 2017 Morris Avenue Owner LLC (2013-11/ HC00819) held a Ribbon Cutting Ceremony on July 21, 2015. Dana Greenberg is the project manager.

There was no further discussion or comment.

Ms. Devine made a motion to accept the report. Mr. Lupoli seconded the motion. The motion carried.

## **19. 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 \$30,238,220.60. Included in this figure is \$8,171,927.68 in Medicaid Redesign Team (MRT) funds, and \$9,000,000.00 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Ms. Devine made a motion to accept the report. Mr. Lupoli seconded the motion. The motion carried.

## **20. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Ms. Roff explained that the purpose of the resolution being presented was to request the Board's approval of three (3) awards, totaling \$6,740,869 consisting of \$5,629,975 in HHAP funds and \$1,110,894 in MRT funding, to the following organizations:

- North Country Transitional Livings Services, Inc. – Rensselaer St.  
\$1,879,975 (HHAP)/ \$1,110,894 (MRT)
- HELP Development Corporation – Genesis \$2,500,000
- HELP Development Corporation – Livonia II \$1,250,000

With the approval of the HHAP awards listed above, an uncommitted appropriation balance of \$34,941,924 in HHAP funds, and \$3,831,189 in MRT funds remain available for future HHAC awards.

In SFY 2015-2016, HHAP funds have been awarded to applicants proposing to develop 127 NY/NY III units, including 58 units for single adults who are chemically addicted and/or have a serious and persistent mental illness, known as Category A under the NY/NY III agreement. HHAC has already exceeded its \$5 million set-aside for supportive housing for persons with HIV/AIDS.

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:

- Common Ground Community II HDFC
- Syracuse Behavioral Healthcare, Inc.
- North Country Transitional Living Services, Inc. – Ford St.

Applicants that were not recommended for funding will be contacted and offered technical assistance. Currently there are 17 applications under review, requesting approximately \$54,041,983.

Ms. Devine thanked all HHAP staff and management for a great job reviewing applications.

There was no further discussion or comment.

Ms. Devine made a motion to adopt the resolution authorizing the awards. Mr. Lupoli seconded the motion. The motion carried.

### **Agency Reports:**

OTDA: Ms. Devine stated that OTDA staff continues to review HHAP applications.

OMH: Mr. Lupoli states OMH continues working on their 700 unit RFP awards for a mixed population: 300 in NYC, 150 on Long Island, 100 in the Mid-Hudson region and 75 in Central and Western NY. Mr. Lupoli said many of these awards are also funded by HHAP and HCR.

OASAS: Mr. Williams stated OASAS continues working on their six housing initiatives. They have completed their reviews for funding under their NY/NY III RFP (Round 4) and await Commissioner Sanchez's approval.

**New/Other Business:** None

Ms. Lupoli made a motion to adjourn. Ms. Devine seconded the motion. The motion carried.

### **Adjournment:**

Ms. Devine adjourned the meeting at 1:55pm.

The next HHAC Board meeting is scheduled to take place on Wednesday, December 2, 2015, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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Secretary

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Date of Approval

**167<sup>th</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: December 2, 2015**

**Call to order:**

The 167<sup>th</sup> meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on December 2, 2015, at 1:30 p.m. The meeting was called to order by OTDA Executive Deputy Commissioner, Sharon Devine.

**Members in attendance:**

Moira Tashjian, 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 Mary Ann DiChristopher, 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:**

Brett Hebner	HHAC Vice President
Barbara Roff	HHAC Comptroller
Dana Greenberg	HHAC Secretary
Brenda McAteer	HHAC Assistant Secretary
Brendan Bannigan	OTDA Office of Legal Affairs
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer
David Galdun	HHAP Project Manager

**21. Approval of minutes**

Ms. Devine requested a motion to approve the minutes from the October 7, 2015, HHAC Board Meeting. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

**22. Vice President's Report**

Mr. Hebner presented the Vice President's (VP) Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of October 30, 2015. There are currently 43 projects in various stages of development, with 20 projects in construction, four of which are over 90% complete. Mr. Hebner also presented a chart of the projects in development by region: 68% are in NYC, 7% in the suburban region (Nassau, Suffolk and Westchester counties), and 25% in the Rest of State (ROS).

Project Related Milestones:

Preconstruction

Westhab, Inc./ Westhab Community Revitalization, LLC (Westhab) (2014-010/HC00850) executed a Preconstruction Agreement on September 11, 2015. Bethany Meister is the project manager.

### Final Award

5251 Parkside Limited Partnership (LP)/Finger Lakes Community Development Corporation (FLCDC) (2014-030) executed a Final Loan Agreement (FLA) on October 27, 2015. Matt Ciulla is the project manager.

### Contract Amendment

Carolyn's House LP (2003-017/ HC00540) executed an Amendment to their FLA on August 19, 2015. Kimberly Smith is the project manager.

### Completed Projects

Support Ministries Inc. (2013-009 / HC00836) obtained a Certificate of Occupancy on August 4, 2015. This project is now fully rented-up. Barbara Roff is the project manager.

### Events and Ceremonies

East 138<sup>th</sup> Owners LLC/ Barrier Free Living Housing Development Fund Company (BFL) (2012-008/ HC00803) held a ribbon cutting ceremony on September 24, 2015. Dana Greenberg is the project manager.

The Rescue Mission Alliance of Syracuse, N.Y., Inc. (2013-019/ HC00831) held an opening on September 30, 2015, as part of the City of Syracuse hosting the Governor's "Capital for the Day" Initiative. Pam Cotterell is the project manager.

Grace Church Community Center/ Open Arms HDFC, Inc. (2012-001/ HC00793) held a Ribbon Cutting ceremony on October 8, 2015. Nilsa Mabel is the project manager.

Women In Need, Inc., (WIN) (2014-013/ HC00846) celebrated a Groundbreaking ceremony on October 19, 2015. David Galdun is the project manager.

There was no further discussion or comment.

Ms. Devine requested a motion to approve the VP Report. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

## **23. Comptroller's Report**

Ms. Roff presented the 2016 Budget and Financial Plan to be submitted to the Office of the State Comptroller (OSC) and the Authorities Budget Office (ABO) through their online reporting system, the Public Authorities Reporting Information System (PARIS).

The plan includes the budget for the current fiscal year and revenue and expenditure projections for the next four years. The plan must be approved by the Board and is required to be submitted at least 90 days prior to the beginning of the fiscal year.

### *A Resolution of the Homeless Housing and Assistance Corporation Approving the Annual Budget Report to the Office of the State Comptroller*

Discussion: Ms. Roff discussed the details of the financial plan and the budget for the current fiscal year along with revenue and expenditure projections through the 2019-2020 State Fiscal Year.

*There was no further discussion or comment.*

Ms. Devine requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The resolution passed.

#### **24. 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 \$29,784,249.28. Included in this figure is \$7,115,832.39 in Medicaid Redesign Team (MRT) funds, and \$9,000,000.50 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

#### **25. A Resolution of the Homeless Housing and Assistance Corporation Regarding Certain SEQRA Classifications and Findings**

Mr. Galdun listed the following projects and recommended that a negative declaration be made because each project may be classified as an "unlisted action" and would not exceed any threshold under SEQRA that would indicate a potentially significant environmental impact:

- 2015-002 The Doe Fund, Inc./ Crystal Tower
- 2015-010 The Bridge Inc./ Melrose Commons

There was no further discussion or comment.

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

#### **26. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Mr. Hebner explained that the purpose of the resolution being offered is to request the Board's approval of three (3) awards, totaling \$8,999,901 in HHAP funds and \$800,000 in MRT funding, to the following organizations:

- JCTOD Outreach, Inc. \$1,802,122 HHAP/ \$800,000 MRT
- Lantern Organization, Inc. \$3,500,000
- YMCA of Greater Syracuse, Inc. \$3,697,779

With the approval of the awards listed above, an appropriation balance of \$25,442,023 remains available for future HHAP projects, and \$3,031,189 of the MRT funds remain available.

This fiscal year, funds have been awarded to projects consisting of a total of 177 NY/NY III units, including 83 units for single adults who are chemically addicted and/or have a serious and persistent mental illness, known as Category A under the NY/NY III agreement.

There are currently eight (8) applications under review requesting \$29.1 million in HHAP funds and nothing in MRT funds.



Mr. Hebner described each project recommended for funding, including the conditions applicable to each award, if approved by the Board. Mr. Hebner also indicated that the following projects did not achieve a passing score and are not recommended for funding:

- Buffalo City Mission
- Utica Center for Development, Inc.
- North Country Transitional Living Services, Inc. – Lowville
- New Destiny Housing Corporation
- Concern for Independent Living, Inc. – Housing for Heroes
- Barrier Free Living, Inc.
- Hudson River Housing, Inc.

Applicants of proposals that were not recommended for funding will be contacted and offered Technical Assistance.

Ms. Devine asked what agency is administering the Shelter Plus Care (S+C) funds for the JCTOD project. Mr. Hebner explained that S+C in Oneida County is awarded from HUD, through the Continuum of Care process, to Central New York Services, Inc. who administers the rental subsidy.

Mr. Fitzgerald asked if the projects not recommended for funding could re-apply. Mr. Hebner explained that per the RFP, an application can be submitted twice within one State Fiscal Year; all but one of the applications not recommended could re-apply this round. Hudson River Housing would have to wait until the next fiscal round, as this is their second submission.

There was no further discussion or comment.

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

### **Agency Reports:**

HCR: Mr. Fitzgerald stated HCR's Unified Funding Early Round accepted applications on October 7, 2015, and they received 10 applications. Three (3) of those 10 have been funded and HCR may still make additional awards.

HCR's standard Unified Funding Round will begin accepting applications tomorrow, December 3, 2015. Mr. Fitzgerald believes HCR will receive an additional 75-80 applications, seeing a good mix of supportive housing and community revitalization projects.

Mr. Fitzgerald also discussed HCR funding serving middle-income households, 150% of the Area Medium Income (AMI), for the first time through the Community Investment Fund (CIF). Finally, Mr. Fitzgerald stated HFA is working on closing ten (10) 4% Bond deals by the end of the year.

Ms. Devine asked if any of the three HCR awards were for supportive housing. Mr. Fitzgerald replied they were not.

Ms. Devine asked if CIF can be used for community space. Mr. Fitzgerald replied yes and explained HCR has \$17 million in CIF funding: 60% for urban areas (populations of 25,000 or

more) and 40% for rural areas, funding can be used for community services, retail, and any non-residential space that assists with affordable housing.

OMH: Ms. Tashjian stated OMH continues working on their 700-unit RFP awards for a mixed population: 300 in NYC, 150 on Long Island, 100 in the Mid-Hudson region and 75 each in Central and Western NY.

Ms. Tashjian also stated that OMH is rolling out a new supportive scattered site programs: 400 units for individuals with a forensic history and mental illness (200 from prisons and 200 from prison to psychiatric centers), and an additional 250 units for individuals coming from NYS psychiatric centers. These units will be broken up across the State: 75 Western NY, 75 Central NY, 150 Hudson River region, 100 on Long Island and 300 in NYC. The number of units in any given region will depend on the number of prisoners released in that region.

OASAS: Ms. DiChristopher reported that on October 28, 2015 OASAS made four (4) awards for funding under their NY/NY III RFP (Round 4): 20 units each, all for Category G; two (2) in the Bronx, one (1) Brooklyn and one (1) in Queens. Those awards are now going through the contract process.

OTDA: Ms. Devine stated due to the homelessness crisis across the State, OTDA is doing analysis on what kind of additional programming could help.

**New/Other Business:** None

Ms. Devine requested a motion to adjourn. Mr. Fitzgerald made and motion and it was seconded by Ms. Tashjian. The motion carried, meeting adjourned.

**Adjournment:**

Ms. Devine adjourned the meeting at 2:10pm.

The next HHAC Board meeting is scheduled to take place on Wednesday, February 3, 2016, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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Secretary

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Date of Approval