

DRAFT
168th HHAC BOARD MEETING MINUTES
Meeting date: February 3, 2016

Call to order:

The 168th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on February 3, 2016, 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) 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:

Brett Hebner	HHAC Vice President
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

1. Approval of minutes

Ms. Devine requested a motion to approve the minutes from the December 2, 2015 HHAC Board Meeting and the January 11, 2016 Interim HHAC Board Meeting. Two separate motions were made by Ms. Tashjian and both were seconded by Ms. Devine. The motions carried.

2. 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 December 31, 2015. There are currently 41 projects in various stages of development, with 18 projects in construction. Mr. Hebner also presented a chart of the projects in development by region: 60% are in NYC, 7% in the suburban region (Nassau, Suffolk and Westchester counties), and 33% in the Rest of State (ROS).

Project Related Milestones:

Preconstruction

The Women's Prison Association and Home (WPA) (2014-026/ HC00852) executed a Preconstruction Agreement on November 12, 2015. Dana Greenberg is the project manager.

Final Award

Mercy Haven, Inc. (2012-024/ HC00844) executed a Final Award Agreement on November 23, 2015. Scott Kunkler is the project manager.

Common Ground Community II HDFC (Webster) (2014-038/ HC00856) executed a Final Loan Agreement on November 18, 2015. Nilsa Mabel is the project manager. Mr. Hebner also took a

moment to acknowledge Ms. Mabel's retirement and the extensive and valuable work she did for the program.

The Doe Fund, Inc. / Rogers Apartments LLC and Rogers Avenue Housing Development Fund Corporation (2014-016/ HC00857) executed a Final Loan Agreement on December 23, 2015. Brenda McAteer is the project manager.

Finger Lakes Addictions Counseling & Referral Agency, Inc. (FLACRA) (2014-31/ HC00855) executed a Final Award Agreement on December 29, 2015. Bethany Meister is the project manager.

Completed Projects

Community Counseling and Mediation Services, Inc. /Ruby's Place Linden L.P (2012-013/ HC00808) received a Temporary Certificate of Occupancy (TCO) on December 3, 2015. Brenda McAteer is the project manager.

Grace Church Community Center, Inc. (GCCC) (2012-001/ HC00793) received a TCO on December 15, 2015. Nilsa Mabel is the project manager.

Common Ground Community Housing Development Fund Corporation, Inc. (Common Ground) (2012-020/ HC00811) received a TCO on December 21, 2015. Nilsa Mabel is the project manager.

Comunilife, Inc., HC00812 (2012-011/ HC00812) received a Certificate of Occupancy (CofO) on December 29, 2015. David Galdun is the project manager.

Center for Urban Community Services (CUCS) / Arthur Avenue Residence L.P. (2013-016/ HC00816) received a TCO on December 31, 2015. Brenda McAteer is the project manager.

Events and Ceremonies

5251 Parkside Limited Partnership (LP)/ Finger Lakes Community Development Corporation (FLCDC) (2014-030/ HC00853) held a groundbreaking ceremony on November 10, 2015. Matt Ciulla is the project manager.

Cazenovia Recovery Systems, Inc. (CRSI) and Finger Lakes Addictions Counseling and Referral Agency (FLACRA), partnering as Cadence Square, L.P., was awarded a New York State Historic Preservation Award for building #14 of Cadence Square for excellence in the preservation and revitalization of New York's historic and cultural resources on December 3, 2015. David Galdun is the project manager. This project has been operational since January 2014.

Ms. Devine asked if HHAP has other projects with FLACRA. Mr. Hebner responded that yes, other than this project in with CRSI, FLACRA received HHAP funds for a scattered-site project as well.

There was no further discussion or comment.

Ms. Devine requested a motion to approve the VP Report. Ms. Tashjian made the motion, which was seconded by Ms. Devine. 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 \$33,890,849.09. Included in this figure is \$7,052,084.43 in Medicaid Redesign Team (MRT) funds, and \$12,620,804.99 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Ms. Roff 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:

- 2015-003 The Albany Damien Center
- 2015-019 Lantern Organization/ Savanna Hall

There was no further discussion or comment.

Ms. Devine requested a motion to approve the resolution. Ms. Tashjian made the motion, which was seconded by Ms. Devine. 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 seven (7) awards, totaling \$22,839,085 in HHAP funds and \$3,031,189 in MRT funding, to the following organizations:

- Concern for Independent Living, Inc.- Coney Island \$7,500,000
- Bowery Resident's Committee, Inc. (BRC) \$2,015,000
- Keuka Housing Council, Inc. \$1,569,513
- Center for Community Alternatives, Inc. \$2,700,000
- Housing Visions, Inc. - Ethel Chamberlain \$1,451,676 HHAP/ \$2,320,000 MRT
- St. Joseph's Hospital, Inc. \$2,750,000
- St. Joseph's Addiction Treatment & Recovery Centers, Inc. \$4,852,896 HHAP/ \$711,189 MRT

With the approval of the awards listed above, an appropriation balance of \$2,602,938 remains available for future HHAP projects and operating expenses, and all MRT funding will be fully committed.

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 nine (9) applications under review requesting \$27.2 million. Mr. Hebner stated that the geographical distributions of the awards to-date are 39% to NYC, 4% to the suburbs and 56% to Rest of State (ROS).

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 project did not achieve a passing score and is not recommended for funding:

- Catholic Charities of the Diocese of Rochester dba Catholic Family Center, Inc.

Mr. Hebner stated that Catholic Charities will be contacted and offered technical assistance for its application and the operation of its shelter.

Ms. Devine asked if this was Catholic Charities first submission and Mr. Hebner stated yes it was.

Ms. Devine asked what was included in BRC's original request of \$4.9 million that is not included in the \$2 million award. Mr. Hebner explained the original award requested HHAC to provide permanent financing of a construction loan from the New York City Department of Housing Preservation and Development (HPD). He further explained that after conversations with HPD, due to the unforeseen increased construction costs, HPD would be willing to reconsider the terms of their permanent loan to be more favorable to the long-term viability of the project. As a result HHAC's funding to buy-down that loan would be unnecessary. Mr. Hebner stated the \$2 million award would address the true need gap to complete the construction of the project.

There was no further discussion or comment.

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

Agency Reports:

OMH: Ms. Tashjian stated OMH continues working on their 700-unit RFP awards for a mixed population and OMH also continues to roll out a new supportive scattered site program, which is almost fully implemented.

OASAS: Mr. Williams stated OASAS' NY/NY III Round 4 awards from October are anticipated to be fully executed by April. This includes 80 units of housing.

Mr. Williams also announced OASAS' plans to release a RFP this year for NY/NY III Round 5 for an additional 90 family units.

OTDA: Ms. Devine stated OTDA is busy implementing Executive Order 151. The Order is intended to save lives, as the temperature dips below 32 degrees. Ms. Devine explained this Order will bring people into the homeless shelters and OTDA is coordinating with the counties.

Ms. Devine also stated that OTDA is excited by the Governor's commitment in the State of the State to 6,000 housing units over five (5) years and 20,000 over 15 years.

New/Other Business: None

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

Adjournment:

Ms. Devine adjourned the meeting at 2:15pm.

The next HHAC Board meeting is scheduled to take place on Wednesday, April 6, 2016, at the Media Service Center Studio, Albany, New York, at 1:30pm.

Secretary

Date of Approval