

**DRAFT 193rd HHAC Board Meeting Minutes**  
**Meeting date: August 5, 2020**

**Call to Order:**

The 193rd meeting of the Homeless Housing and Assistance Corporation (HHAC) was held via WebEx and webcast by the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on August 5, 2020. The meeting was called to order by the Board Chair, Deputy Commissioner Linda Glassman representing Commissioner Michael P. Hein of the NYS Office of Temporary and Disability Assistance (OTDA).

**Members in Attendance:**

Nicole Ferreira, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA); Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

Barbara Roff	HHAC President
Dana Greenberg	HHAC Vice President
LeeAnn Greenslade	HHAC Treasurer
Brian Mattiske	HHAC Assistant Treasurer
Michael Washburn	HHAC Comptroller
Brenda McAteer	HHAC Secretary
Amanda Diller	HHAC Assistant Secretary
Barbara Guzman	OTDA Division of Legal Affairs (DLA)
Leslie Stefan	OTDA DLA
Rick Umholtz	Director, OTDA Bureau of Housing and Support Services
Matthew Ciulla	HHAP SEQRA Officer

**Items of Discussion**

## **Approval of Minutes**

Deputy Commissioner Glassman requested a motion to approve the minutes of the 192nd HHAC Board Meeting that took place on June 3, 2020. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

## **Vice President's (VP) Report**

Ms. Greenberg presented the VP's Report and began with an overview of the status of all projects under development as of June 30, 2020, when there were 72 projects in various stages of development. Forty-one of these projects were in construction, nine of which were over 90% complete. Furthermore, 26% of the projects in development at that time were in New York City, 21% were in the suburban regions of Westchester, Nassau, and Suffolk counties, and the remaining 53% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award (FAA) and Loan Agreements (FLA)**

- Catholic Family Center (CFC)/Francis Center & Joseph Avenue Apartments (2019-029/HC00996) executed a FAA on June 29, 2020. HHAC made an award reservation of \$4,070,378 in October 2019 to develop nine units/nine beds of permanent supportive housing (PSH) for male adults, in the city of Rochester, Monroe County. Two units are for individuals with a serious mental illness (SMI), two units are for those with a substance use disorder (SUD), four are for individuals re-entering the community from incarceration, and one unit is for a chronically homeless individual. The project will preserve another 40 emergency beds for single male adults. The existing Francis Center Men's Shelter on the first floor of the building will be rehabilitated, while eight new PSH units will be located on the second and third floors, and one new PSH fully accessible unit will be situated on the first floor. There will be separate entrances for the emergency shelter and the permanent units. The only other development source was a sponsor contribution for a total project cost of \$4,120,378. Brenda McAteer is the project manager.
- Dimitri House, Inc./Dimitri House Apartments (2019-023/HC00995) executed a FAA on May 27, 2020. HHAC made an award reservation of \$1,302,627 in October 2019 for the substantial rehabilitation of an existing building that will create six units of PSH for chronically homeless individuals in the city of Rochester, Monroe County. Other sources of development funding include a New York State Energy Research and Development Authority (NYSERDA) incentive and a sponsor contribution for a total project cost of \$1,314,627. Martin Robinson is the project manager.
- Odyssey House, Inc. (OH)/OH 126TH ST. L.P. (2018-010/HC00994) executed a FLA on May 6, 2020. HHAC made an award reservation of \$1,694,049 in October 2018 to develop 15 units of PSH on 126<sup>th</sup> Street in East Harlem in NYC for homeless single

adults with a SMI. The project involves demolition and new construction. An additional six units will be affordable to low-income individuals earning less than 60% Area Median Income (AMI). Other funding sources include NYS Office of Mental Health (OMH)/Dormitory Authority of the State of New York (DASNY) tax-exempt Bond, Low-Income Housing Tax Credit (LIHTC) equity, NYSERDA, and a Project Development Grant (PDG) sponsor loan. Megan VanGeest is the project manager.

### **Completed Projects**

- The City of Oneida Housing Authority (OHA) (2017-019/HC00962) obtained a Temporary Operating Certificate (TCO) on June 24, 2020. OHA received a \$2,152,000 HHAP award reservation in October 2017 for the adaptive reuse of a vacant schoolhouse and new construction of a two-story building with 15 units of PSH for homeless frail elderly and disabled seniors in Verona Beach, Oneida County. An additional 35 units are reserved for low-income individuals and families who earn up to 50% of the AMI, for a total of 50 units. The Jason Gwilt Memorial Senior Apartments will provide housing for both families and singles and includes a senior center commercial space. Other sources of development funding include NYS Homes and Community Renewal (HCR) Supportive Housing Opportunity Program (SHOP) and Community Investment Funds (CIF), LIHTC, a NYSERDA incentive, sponsor loan, and a deferred developer's fee for a total project cost of \$16,050,847. Connie Adsitt is the project manager.
- The Salvation Army of Syracuse (2017-027/HC00984) completed shelter repairs on June 8, 2020. The Salvation Army received an HHAP award reservation of \$100,000 in February 2018 for emergency shelter repairs to an 81-bed shelter for families in the city Syracuse, Onondaga County. Repairs included replacing 42 windows and improving the HVAC system efficiency and operation. The Salvation Army also provided funding for a total project cost of \$270,565. Michael Washburn is the project manager.
- United Veterans Beacon House, Inc. (UVBH) (2016-017/HC00953) obtained Certificates of Occupancy (CofO) for two sites on December 16, 2019. UVBH received a \$1,547,164 HHAP award reservation in October 2016 for the new construction of three units of PSH for homeless veterans and their families, one site in Copiague and the other in Medford, Suffolk County. The only other source of development funding was a sponsor contribution for a total project cost of \$1,620,112. Matthew Ciulla is the project manager.

The Vice President's Report also included a written update on the status of existing emergency shelter repair awards. As of that date three projects were completed, three were in construction and 13 were in pre-development.

There was no further discussion or comment.

Deputy Commissioner Glassman requested a motion to accept the Vice President's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

### **Treasurer's Report**

Ms. Greenslade provided a brief synopsis of Schedule One of the Treasurer's Report and reported that the cash balance available as of the date of the meeting was \$12,408,357. This included \$5,242, 449 in Medicaid Redesign Team (MRT) funds and \$2,313,583 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Deputy Commissioner Glassman requested a motion to accept the Treasurer's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

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

Mr. Ciulla presented 2019-001– CARES of NY, Inc. Elm and Second Streets in Albany, to the Board.

- The buildings at the Elm Street properties were not classified as Type I actions because no Type I thresholds had been exceeded and were therefore classified as Unlisted actions.
- The Second Street properties were classified as Type II actions, and therefore did not need to be presented before the Board. It was determined that these projects will not result in any significant adverse environmental impact, therefore a conditioned negative declaration was recommended.

There was no further discussion or comment.

Deputy Commissioner Glassman requested a motion to approve the resolution. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

### **Agency Reports**

#### **HCR:**

Ms. Ferreira reported that on July 30, 2020, HFA closed on its summer bond transaction. This Bond sale included six projects, four of which were supportive housing projects. This accounted for 703 affordable units, of which 193 are supportive housing. The next bond issuance was scheduled for October 2020. Also, in July HCR released the 2020 Multifamily Finance 9% RFP, with responses due in late August.

Ms. Glassman mentioned HCR's efforts in implementing COVID Rent Relief Program providing emergency rental assistance. Ms. Ferreira acknowledged that it was a major undertaking with thousands of applications. She stated that rent relief subsidies will be issued in the coming weeks.

#### **OMH**

Ms. Duncan reported that OMH had completed reviews of applications received under the crisis capital RFP and was working with DOB to make awards. OMH continued to work with the

ESSHI group to finalize the Round 5 ESSHI RFP.

### **OASAS**

Mr. Ramos reported that OASAS was also participating in the ESSHI group working on the Round 5 RFP.

### **OTDA**

Mr. Umholtz reported that a substantial amendment had been submitted for HUD Emergency Solutions Grant COVID funds. The Coronavirus Aid, Relief, and Economic Security (CARES) Act provided \$21.7M in funds to address the needs of individuals and families experiencing homelessness that had arisen as the result of COVID-19. OTDA was accepting applications for use of those funds through the local districts, which were due by August 14, 2020. A second phase of funding was pending HUD approval which would result in an additional \$28M to NYS. OTDA also plans to work directly with HMIS leads throughout the State on this initiative.

The Housing Opportunities for Persons with AIDS (HOPWA) COVID funding allocation was approved. Existing contracts were in the process of being amended to make funds available.

Mr. Umholtz stated that OTDA had taken on administration of Pandemic Electronic Benefit Transfer (P-EBT) Food Benefits. The P-EBT program distributes funding to families of children enrolled in school feeding programs who were unable to attend school due to COVID-19. He reported that this was a top priority for OTDA and that staff throughout the agency were responding to emails and hotline calls regarding these essential benefits.

Finally, he noted that issuance of HHAP's RFP was delayed.

### **New/Other Business**

The next HHAC Board meeting was scheduled to take place on Wednesday, October 7, 2020, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm. This meeting was subsequently canceled.

Deputy Commissioner Glassman asked for a motion to adjourn. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

### **Adjournment**

Deputy Commissioner Glassman adjourned the meeting at 1:58PM.

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HHAC Secretary

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Date