

**COMMUNITY & ECONOMIC DEVELOPMENT ADVISORY COUNCIL
(CEDAC) MEETING MINUTES**

Date/Time	Location	Attendees
February 13, 2018 11:30 AM – 2:00 PM	County Government Center 2001 South State Street South Building, Room S2-950	CEDAC: Lynn Feveryear, Ryan Henrie, Allen Litster, Susan Gregory, David Martin, Leslie Jones, Kumar Shah, Todd Richards, Laynee Jones, Michael Anderson, Tyler Money Staff: Karen Wiley, Karen Kuipers, Amanda Cordova, Stephnie Gyllenskog, Susie Sullivan

Agenda

- Welcome
- Program Update
- Approval of February 13th meeting minutes
- Update by Staff on Infrastructure Clarifications – Group #3
 - a. Helping Hand Association, Odyssey House, and Project Reality
 - b. Draft updates on “Standard Operating Procedures” and “Role of Advisory Council Members”
- Information on Round 2 Applications
- Declaration of any Conflicts of Interest for applications in Group#3 – Facility Improvements, Application #9; and Group #4 – Housing
- Discussion on Fac. Improvement Applications #9 and Housing Applications #10-11
 - a. Volunteers of America, Utah: Adult Detoxification Center HVAC, Partial Roof Replacement, Bathroom Renovation
 - b. ASSIST, Inc. – Community Design Center: Emergency Home Repair & Accessibility
 - c. Salt lake Neighborhood Housing Services, Inc. dba NeighborWorks Salt Lake: Salt Lake Accessory Dwelling Units (ADU)
- Areas of Focus
 - a. Need & Benefit – *Tyler & Lynn*
 - b. Program Design – *Leslie & Michael*
 - c. Project Goals and Outcomes – *Kumar & Allen*
 - d. Agency Capacity & Sustainability – *David & Susan*
 - e. Cooperation & Collaboration – *Ryan & Susan*
 - f. Budget & Leveraging Resources – *Laynee & Todd*
- Identify staff follow-up
- Assignments for next meeting – Review & Score Round 2 Applications
Housing – Applications 12-15
- Other Business
- Next Meeting Tuesday – February 27th 11:30 am Room S2-950

Topics		Motions & Action Items
Welcome	The chair welcomed members and thanked Ryan for reviewing the work that is proposed in the applications.	The group concurred.

Approval of February 13 th meeting minutes	The chair asked to approve the minutes.	Kumar motioned to accept the minutes. Tyler seconded. Minutes approved.
Program Update	Mike Gallegos gave a program update including a handout for members to review.	The status of projects that have been completed will start to be added to the applications.
Update by Staff on Infrastructure Clarifications – Group #3 1. Helping Hand Association, Odyssey House, and Project Reality 2. Draft Updates on “Standard Operating Procedures: and “Role of Advisory Council Members”	Karen was unable to get the response from the applications with the clarification questions. She will provide them at the next meeting. Karen went over the information for the updates & changes regarding the Operating Standards and Rolls and Responsibilities that were provided to members. She asked for a vote so the changes can be submitted to the district attorney.	Tyler moved to approve the changes as approved by the District Attorney. Laynee seconded. Motion approved. Karen will ask the District Attorney if she can make a sentence change on the Operating Standards.
Information on Round 2 Applications	Karen gave an update for the new schedule provided to members which were added for the Round 2 applications as well.	
Declaration of any conflicts of interest Group #3 Facility Improvements, Applications #9; and Group #4 - Housing	There were no conflicts of interests declared.	
Discussion on Fac. Improvement Application #9 and Housing Applications #10-11 a. Volunteers of America, Utah: Adult Detoxification center HVAC, Partial Roof Replacement, Bathroom Renovation b. ASSIST, Inc. – Community Design Center: Emergency Home Repair & Accessibility c. Salt Lake Neighborhood Housing Services, Inc. Dba NeighborWorks Salt Lake: Salt Lake Accessory Dwelling Units (ADU)		
Areas of Focus a. Need & Benefit – <i>Tyler & Lynn</i> b. Project Goals and Outcomes – <i>Kumar & Allen</i>	Members discussed each of their areas of focus and gave their scores for the following: a. Volunteers of America, Utah: Adult Detoxification Center	

<p>c. Program Design – <i>Leslie & Michael</i> d. Budget & Leveraging Resources – <i>Layne & Todd</i> e. Agency Capacity & Sustainability – <i>David & Susan</i> f. Cooperation & Collaboration – <i>Ryan & Susan</i></p>	<p>HVAC, Partial Roof replacement, bathroom renovation b. ASSIST, Inc.- Community design center: Emergency Home repair & Accessibility c. Salt Lake Neighborhood Housing Services, Inc. dba NeighborWorks Salt Lake: Salt Lake Accessory Dwelling Units (ADU)</p>	
<p>Identify Staff Follow Up</p>	<p>Staff will identify follow-up in the action items below.</p>	
<p>Assignments for next meeting – Review and score round 2 applications Housing – Applications #10-11</p>	<p>Members will review their assignments and score for the next meeting</p>	
<p>NEXT MEETING</p>		
<p>Date/Time</p>	<p>Location</p>	<p>Action Items</p>
<p>February 27th, 2018 11:30 AM</p>	<p>County Government Center 2001 South State St. South Building, Room S2-950</p>	<ul style="list-style-type: none"> ➤ Staff will clarify with VOA how many people are referred to other programs. ➤ Staff will clarify with VOA # of clients that have stayed for the full 14 days and how many clients have utilized the facility more than one time per year. ➤ Staff will clarify with ASSIST the numbers presented in program design. Staff to find out of these numbers are prospective. ➤ Staff will clarify with ASSIST- budget numbers. Budget numbers on tab # 4 for project management and the numbers on the budget tab reflect different project delivery expenses. ➤ Staff will clarify with Neighborworks program flow. Request to County? Is this a loan to the homeowner? How does the repayment of the loan flow? Request for chart to explain. ➤ Staff will clarify with Neighborworks if the unit was not rented to a LMI household, what would be the remedy and how will this be enforced? Policies in place for non-payment of loan? ➤ Staff will clarify with Neighborworks if the deed restriction is placed on the property, is the restriction released if the home is sold to a new owner or does the restriction carry with the property? Is the New owner required to rent to a LMI client? How is this enforced?

