

Next Meeting – January 10, 2006 – 2:00 PM  
Appoquinimink State Service Center  
Middletown, Delaware

**GOVERNOR’S COMMISSION ON COMMUNITY BASED ALTERNATIVES  
FOR INDIVIDUALS WITH DISABILITIES  
HOUSING SUBCOMMITTEE MEETING  
NOVEMBER 15, 2005 – 2:00 PM  
APPOQUINIMINK STATE SERVICE CENTER  
MIDDLETOWN, DELAWARE**

**PRESENT:** Sandy Tuttle, Co-Chair; Daniese McMullin-Powell, Co-Chair; James Baynard, DDDS; Merton Briggs, NAMI-DE; Kate Cowperthwait, NMSS; Lorraine DeMeurisse, Deutsche Bank Trust Co; Cheryl Hampson, SILC; Brian Hartman, SCPD, DLP; Lottie Lee, DMS-DHSS; Victor Orija, DASSPD; Dick Patterson, NAMI-DE; Tina Riley, Delaware Housing Coalition; Pat Weygandt, DDDS; Kyle Hodges, Staff

**ABSENT:** Ken Andrews, IRI; Jimmy Atkins, DSHA; Carol Barnett, DSAAPD; Regina Byers, SCPD; Vivian Davis, The Arc; IRI; Pete DeKuncheck, Chimes; Doyle Dobbins, DelArf; Micki Edelson, Homes for Life; Ron Engard, GACEC; Kathy Fisher, DSAMH; Yolanda Jenkins, DSCYF; Bill McCool, UCP; Kirsten Olson, Connections; Elizabeth Schantz, Consumer; Paula Voshell, DSHA

**CALL TO ORDER:** The meeting was called to order at 1:10 PM.

**ADDITIONS TO THE AGENDA**

- Update on TBI grant
- Update on Home modifications and funding
- Assessment Committee information (included in your packet)

**APPROVAL OF MINUTES**

Motion was made, seconded and approved to accept the September 13, 2005 meeting minutes as submitted.

**BUSINESS**

**Report on HMIS Presentation/Data Elements for Needs Assessment**

Sandy said in reviewing the September 13<sup>th</sup> minutes, there was a presentation on the Homeless Management Information System and there are two or three things to follow-up on. Sandy said that one was the willingness of DSHA to incorporate the survey elements on the demand side as well as the supply side. Sandy said we have a database in the DSHA that probably has the ability to manage the information, and we have good information on the supply side of housing that is available; but we don’t have good

information on who needs the housing and what kind of housing. Our recommendation all along is that if that system could accommodate the information that is being tracked then that is the best place to have it. But, as Jimmy has stated over the months, unless the State divisions who are responsible for the clients have accountability to gather that information and transmit it to the DSHA, it won't happen.

Victor said that we have a full sub-committee meeting on December 7<sup>th</sup> and they will have a presentation on the HMIS.

Sandy asked Victor if he had checked with the assessment committee to find out what they have in their vision statement. Victor doesn't have a copy, but he can e-mail Kyle a copy. Sandy asked if their vision statement is comprehensive enough and will it accommodate the housing element data needs. Victor replied that the needs of each citizen include housing.

### **FY 07 Housing Recommendations/Current State Update**

Sandy and Daniese reported on the Commission meeting and the following is a summary of what was reported at that meeting.

#### 1. Conduct a comprehensive Housing Needs Assessment—

The ability to conduct effective future planning for housing for people with disabilities is very dependent on a good need assessment. Today, we have fairly good information on the supply of housing but very little quantitative information on the demand side.

It is our recommendation that the existing Needs Assessment conducted by the Delaware State Housing Authority be expanded to include the information needed to sufficiently define the housing needs of people with disabilities. We understand that the time line for the next study is FY '07 and we believe that this is the most cost-effective way to approach the planning effort.

In order for this recommendation to be successfully executed, the Department of Health and Social Services and the Department of Services for Children, Youth and Their Families must provide the system for tracking the information and assign responsibility and accountability for tracking and transferring information to the Delaware State Housing Authority.

We recognize the current client data system challenges and that the Assessment Committee is working on a solution for assessing every client for all needs which will include housing. But, it is our understanding that it will take some time beyond FY '07 to develop and execute this comprehensive system.

Therefore, we offer the following short-term solution: the data system currently used to manage housing information for the homeless (known as DE-HMIS) be considered as a short-term solution. We have studied this system and believe this system can be utilized

with minimal changes in process and cost. We are asking the Assessment Committee to review this data system for implementation in FY '07.

Additionally, our committee is working on defining the information that should be collected in the Needs Assessment and DSHA is being asked to project the cost to expand their existing Needs Assessment. The existing Needs Assessment will be compared to the information we feel is necessary.

The housing committee has spent a lot of time working on this recommendation and the supporting information and would appreciate an indication from the Commission on its acceptance.

Sandy noted that we don't necessarily want to spend more time and effort on this recommendation if the Commission will not approve it. Essentially, it appears they did approve it. Therefore, what is the path forward to accomplish this goal?

Sandy said to Victor the first step is the Assessment Committee has to look at that system to determine if they could agree that it be recommended for the short term solution. That gives us something more concrete to take to the Assessment Committee. Kyle noted that he did not believe the Commission "approved" this recommendation. . Sandy reiterated that the next step is to see if the Assessment Committee would agree that it is an appropriate system. The cost is \$450 per license per user if you do this yourself. Sandy also thought it is important to have the "current state" group involved. Sandy said that it is absolutely critical that our representatives from the State agencies participate because that involves the data and input process.

Kyle asked what the Committee is doing with the needs assessment as a whole. Jimmy and I were talking yesterday that, if the needs assessment as a whole is going to move forward through DSHA, then we really need to determine the scope of services quickly. We need to get a final product to Jimmy's group for inclusion. Lottie said that the last thing that we worked on was definitions. After that the other hard piece is to get a system to collect the data. In most of the divisions, there is not a process. Since we may have a comprehensive system in the process, we feel more comfortable providing data. We didn't want to move too far forward without the buy-in. Kyle reported that we have addressed some of the scope of services and have looked at some of the definitions—we have to define group home, assisted living, transitional care, independent living, etc. Regarding demand and some of the data elements, we may need to do it by disability as you run into problems with multiple diagnoses. If we are going to have this as one of our final recommendations, we need to come up with the final product fairly soon. Jimmy said that we are going to look at assessments in early 2006. We will be planning throughout the year, and in 2007, DSHA will be doing the analysis. A years worth of data is needed to be valid. Jimmy said that we need to balance out the qualitative and quantitative data. We may want to continue with the regular needs assessments and, as part of our overall budget, we could carve a piece out for the disabilities side. That way we don't need a backlog with what we are doing now; but I would still like to get the scope of services narrowed down by early 2006. If we need to carve a piece out

separately for disabilities, we will. Kyle asked if this would come out of Jimmy's budget. Jimmy said possibly. Kyle believed it is worthwhile pursuing and to keep going in this direction. Kyle thanked Jimmy for such encouraging news. Jimmy said this project needs to be in place for the consultant. Jimmy said this has not been put out to bid yet.

Sandy said Rita Langraf has sent an e-mail from the Assessment Committee (included in your hand-out packet today) asking that three questions be answered by November 28<sup>th</sup>. Sandy said if Kyle and Lottie could sit down and discuss this with her, they could answer the questions in the e-mail.

Sandy said at the last Assessment sub-Committee, the question was asked about having staff for the Commission. Secondly, we would need some kind of consultant to help with the assessment piece. Sandy asked the Committee if it would be a good recommendation from the Housing Committee to recommend that some of that money (\$250,000 in the state budget) go to a consultant to work with on information system needs. Sandy noted that all the committees are doing good work but we don't have any capacity to move it forward. The issue is this is one-time funding. Can the dollars be encumbered for a two year or three year period? Kyle believed you could encumber money for the next year. It was agreed to request funding for Commission staff and a consultant to assist the Assessment Committee.

2. Increase funding and subsidies for home and rental modifications.

We recognize that it will be difficult to get a comprehensive understanding of the need for modifications until the Needs Assessment is completed. Until such time, we are working to define and substantiate the known need through state agencies, advocacy groups and service providers. More information will be provided on the recommended dollars for home modification in the FY '07 budget in the next few weeks.

Kyle said that are some e-mails in your packet from MS Society and Griff Campbell on some funds that are available. Daniese has some information to give us from PVA which was not included. At present, we are trying to determine a dollar amount of what the current funding is in the state and the demand so we can request an appropriate amount of funding. Jimmy said that Bill Bell from Universal Designs does home modifications and may be able to assist with this. Kyle said that may only give us an idea of the cost for certain modifications. And, in Griff's e-mail, he gave us some actual costs of modifications. Brian said that Beth Mineo Mollica may have some information. Kyle will follow-up on that with Beth. Jimmy will get some more information. Sandy would like the information summarized prior to the December 13<sup>th</sup> meeting. The funding issue is confusing. Daniese explained cost-sharing. Brian suggested a tax credit for modification for home owners.

3. We recommend that the state begin to address the housing needs of individuals with Traumatic Brain Injury.

We have learned that Delaware is well positioned to receive an implementation grant from the Health Resources and Services Administration that can begin to address this issue. Brian Hartman will provide some background information to support this recommendation.

Brian made a presentation at the Commission meeting. The grant was submitted for \$95,000 for three years. Kyle and Brian suggested that the Council write a thank you letter to the Division of Public Health Director with a copy to Walt Mateja the grant writer.

Brian explained that if the State gets the funding, the following represents some of the benchmarks:

- A needs assessment for TBI —the last one was done in 1998;
- Public Health is going to try and upgrade its surveillance and identification system;
- There will be a conference or seminar that will be planned in the first year and occur in the second year to train people, and
- Some money will be set aside for the Brain Injury Association of Delaware, which has no current staff. They will be preparing a set of materials to give to new survivors and their families and self-help materials, and maybe upgrade their website.

In speaking with Linda Heller, the decision may occur in February 2006 and the funding would become available in April, 2006. Delaware has never applied for an implementation grant and we are one of five states who had never applied for this type of grant.

### **Bridge Voucher**

Kyle said that there is not much to update. The Delaware State Housing Authority, DDDS, Daniese, Rita Langraf and Kyle had met to discuss this possibility. DDDS came forth and said that they had \$100,000 that could support 15-20 vouchers. As a result of that meeting, Valerie Smith from DDDS and others were going to get the information to Jimmy and DSHA so they could start coordinating this, and Rita Langraf was going to contact Lynne Howard from New Castle County to possibly do a pilot there. It is a limited number of vouchers. It would only address the DD population; but, what we hope to do is have a successful pilot so we can expand it to all people with all disabilities. Sandy said that we need to keep it as an open agenda item to follow-up on.

### **Other Business**

- Sandy reported that the Committee has discussed trying to get the other housing authorities to become active. Jimmy made the initial contact and he appears to have buy-in and receptiveness; but they did not come to the September meeting and are not here today. Lottie spoke with the Wilmington Housing Authority staff and told them

that they really need to get connected with the disability community and can let Kyle know the names of their staff persons to be contacted. Kyle said that Fred Parnell is the lead person. Kyle will follow-up with the public housing authorities

- Daniese said that she went to a HUD workshop yesterday. The Wilmington Housing Authority has over 7,000 people in housing—1,900 public housing units, 1,567 Section 8 vouchers, and 200 tax credit units. They do a lot, but do not appear to be very receptive to the needs of the disabilities community. Daniese said that the Wilmington Housing Authority is the only one that has “Hope 6” funds. Jimmy explained that Hope 6 funds are a federal program that allows for neighborhood revitalization funding – they come in and demolish old abandoned public housing sites and re-develop with home ownership rentals in fixed income neighborhoods. Kyle asked who is in charge of New Castle Co housing. Paul Reynolds was the response. Ann Farley is the head of Community Affairs for New Castle Co, and she is interested in being more pro-active in the community. Daniese said that New Castle Co. has housing choice vouchers, and they have 1,725 Section 8 vouchers.
- Jimmy said that DSHA is applying for the mainstream vouchers which need to be submitted by January 3, 2006 and DSHA should hear something back in May. It is for a period of five years. The number of vouchers is based on need of an area. DSHA is going to focus on the program in New Castle Co. Jimmy said that the newspaper reported a recommendation to reduce the tax credit for home ownership. So, all the programs for home ownership are coming under attack.

## **ADJOURNMENT**

The meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Kyle Hodges  
SCPD Administrator

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