

Next Meeting – July 11, 2006 – 2:00 PM
Appoquinimink State Service Center
Middletown, Delaware

**GOVERNOR'S COMMISSION ON COMMUNITY BASED ALTERNATIVES
FOR INDIVIDUALS WITH DISABILITIES
HOUSING SUBCOMMITTEE MEETING
JUNE 13, 2006 – 2:00 PM
APPOQUINIMINK STATE SERVICE CENTER
MIDDLETOWN, DELAWARE**

PRESENT: Daniese McMullin-Powell, Co-Chair; Sandy Tuttle, Co-Chair; Javier Arce, DSHA; Marguerite Ashley, NCCo; Merton Briggs, NAMI-DE; Kate Cowperthwait, NMSS; Vivian Davis, The Arc; Lorraine DeMeurisse, Deutsche Bank Trust Co; Tina Riley, Delaware Housing Coalition; Cara Robinson, Homeless Planning Council of DE; Elizabeth Schantz, Consumer; Kyle Hodges, Staff and Linda Bates, Staff

ABSENT: Ronya Anna, DSAMH/DHSS; Carol Barnett, DSAAPD; James Baynard, DDDS; Nate Beasley, IRI; Regina Byers, SCPD; Pete DeKunchek, Chimes; Doyle Dobbins, DelArf; Micki Edelson, Homes for Life; Ron Engard, GACEC; Brian Hartman, SCPD, DLP; Karen Horton, DSHA; Lottie Lee, DMS-DHSS; Yolanda Jenkins, DSCYF; Miranda Marquez, DOL/DVR; Bill McCool, UCP; Merle Murray, DOL/DVR; Kirsten Olson, Connections; Victor Orija, DASSPD; Dick Patterson, NAMI-DE; Paula Voshell, DSHA; Pat Weygandt, DDDS

CALL TO ORDER: The meeting was called to order at 2:10 PM.

ADDITIONS TO THE AGENDA

- Daniese will review the hand-out on the NCIL Housing Sub-Committee.
- Kyle will address a recommendation on recommending a person for the Council on Housing from the Joint Sunset Committee.
- Kyle and Cara will address a hand-out on the Delaware Interagency Council on the Homeless.
- Marguerite will address the New Castle County Ordinance on Accessory Dwelling Units.

APPROVAL OF MINUTES

Motion was made, seconded and approved to accept the May 9, 2006 meeting minutes as submitted.

BUSINESS

Report on Commission Chairs/Staff Meetings—CDS as Commission Staff—Path Forward on a 5 Year Commission Strategic Plan

Sandy Tuttle gave the following report on this new committee.

Kyle, Daniese and Sandy are part of the sub-committee. The Commission, was allocated \$250,000 to support the work of the Commission. To utilize these funds, one of the requests was to have more staffing support for the Commission. In order to integrate the work after the Committee's recommendations were made, the decision was made to award a one-year contract to the Center for Disabilities Studies (CDS) to be the staff support for the Commission. The Chairs, Co-chairs and staff of the various sub-committees are now meeting on a regular basis that they know what all the committees are working on and determine what may be overlap or areas that may be integrated. Kyle, Daniese or Sandy will keep all updated. Kyle announced that he will e-mail all the Committee members the CDS website

Sandy gave the following overview on the 5 Year Commission's Strategic Plan (which is related to the one year contract):

- The first meeting of the sub-committee chairs was a "regroup" time to make sure the committee's were well structured and organized to do the work that was envisioned.
- Our sub-committee and all the other sub-committees are responsible for identifying 5-year goals and objectives based on the previous spread sheet that was provided. In the past, our committee did extensive work to go up with three over-riding goals for Housing and we set up objectives. This plan would address the housing needs for people with disabilities. We will all have to go back and agree if they are still consistent. Sandy said the task ahead of us is to do more definition of the steps that it would take to execute those objectives in a five year time period.
- Our committee's is to seek public input and have diverse public membership. We have contacted the four public housing authorities to seek membership. Kyle added that except for Marguerite, we have not had a lot of success. This will be revisited to get more membership.
- We need to review policy practices, outcomes and priorities for all the various sub-committees to see how it fits with what we are doing.

Kate said that it seems to her that the DSHA should be responsible for the housing needs of people in Delaware. Kyle commented that the DSHA only handles Kent and Sussex Counties and there are five different housing authorities in Delaware. Sandy said that everything is fragmented in terms of the housing industry. And, there appears to be no one central authority in the State to deal with the housing needs or people in general. Sandy suggested that we may want to speak with Sandra Johnson about reviewing the current mission statement of DSHA. Kyle suggested that we may want to also look at other smaller states. Sandy said we all know what needs to be done but if the infrastructure is not in place to do it, it won't happen in long term. Daniese said that our vision is for integrated housing. Sandy said that the structure that we are talking about in the first year is that there has to be an entity that knows housing to be a point of coordination. Sandy also said that the Commission (with the new staffing) has asked us

to fall back and regroup and develop a more defined 5-year path forward for Housing. In doing this, we have to determine accountability and authority for managing housing needs. We may have to come back and revisit this and set the path forward.

The Commission is scheduled to “launch” the 5 year plan in July 07. Sandy suggested that at our July meeting we reaffirm our vision and over-riding goals and objectives. We may want to set up work teams around the goals. Each work team could take a goal and try and detail the work plan. Sandy threw that open for discussion. Kyle noted that this is a good basis but we may need to look beyond that and address some of the things that Kate suggested and our past goals and objectives that were developed beyond the 3 overriding goals – we had a long list of goals and objectives, but only provided the Commission with ones that were to be satisfied in the shorter term, not in 5 years. Kyle said that we had developed many other goals and objectives that were not quantified or as specific and we may want to go back and see if any of these are still appropriate. In addition, the homeless issues may be something we want to incorporate.

Kyle suggested that at the Commission meeting we need to reiterate the importance of having consistent representation from the agencies that need to be at our meetings. For example, there are no other state agencies represented except for DSHA. If the agency’s regular representative cannot attend, someone else that has the knowledge should attend. Sandy said that we will make that a point at the Commission meeting because that is the whole purpose of the forum to bring and private and public together to study the needs. Kyle said the communication needs to be there all the time for us to complete the strategic plan in a timely manner. Sandy stated that representatives are suppose to be going back to their Directors and communicating what is discussed. Sandy, Daniese, and Kyle will work on the information to review (e.g. the vision, and over-riding goals) at the next meeting in July. Kyle said that if anyone has any thoughts in the meantime, please send them to Kyle.

Needs Assessment Update and Path Forward

As stated in the last meeting minutes, Javier said that he had coordinated a conference call for next week with Lottie and Carol to develop a survey of critical organizations to make sure that they are represented in the needs assessment. This will give us an indication of what the housing needs are of these groups. Kyle asked what kind of survey. Javier replied this would be a survey on a person by person basis on a sample basis. This would be a small questionnaire based on Javier’s previous form. This survey would be a benchmark for a more sophisticated survey that will be done in one or two years. Javier feels that he is not getting enough housing information from DDDS and other agencies. Lorraine stated that the state should identify one responsible organization which is mandated to demand the information from whomever has this information and then we will have the data to collect, analyze, maintain and use. We may need to legislate this.

Javier stated that one solution is to have one register for persons with disabilities (one point of contact). Sandy stated that it is solvable and our role is to figure out the solution and advocate for change.

Kyle announced that the next Commission meeting is June 22. Sandy or Kyle will touch base with DDDS and DSAMH regarding representation and housing information.

Javier reported that 3 agencies have provided information to Javier— The Arc, MS and the Homeless Planning Council. Javier said all the information for the needs assessment should be given to the consultant who starts in November 2006 and ends in June 2007.

Sandy referenced from page 3 of the last minutes the following:

- “Lottie said that DHSS is using some of the Commission money to hire a consultant to work on a uniform assessment tool. Part of it will be collecting an array of data for planning purposes. Lottie also said that she is sitting on that committee to make sure that they have a general intake process.”

Kyle said that Daniese is on that Committee and Kyle tries to attend when possible. Sandy then said if the State could get the uniform intake process then that is going to be one step that will work even though you still have to have somebody responsible for information being taken down, transferred and used.

Home Modifications

Kyle said that we were trying to gather information on what is currently available in the state. Kyle stated that he included this on the agenda to see if we needed to discuss our path forward or should it just be part of our 5 year strategic planning process. Sandy suggested that we include this in our planning process. Several agencies did respond and Sandy had the information charted so we could get a base line of what existed today. Sandy said that we are trying to find out how many \$\$s were spent for home modifications and technology, how many people are helped, what the eligibility criteria is and what the average cost was per person was, etc. Kyle is trying to get information from the Veteran’s Administration. Sandy stated that the original objective is to get the suggested \$ amount to have incorporated into the budget. Kyle stated that the tough thing is that we don’t necessarily know the need either because of any hard numbers. It was stated that an organization (RC&D) could probably give you an estimate on home modifications. Kyle will check with them.

Other Business

- Cara referred to a hand-out on the Delaware Interagency Council on the Homeless. The Council was formed last June and is required to do a 10-year plan of chronic homelessness which is a subset of total homeless. Three sub-committees were formed—data and needs, recommendations and financial. Cara

is in charge of the data and needs sub-committee in which she spoke to consumers and agency representatives. This report has to be approved to the Governor in the fall. Cara said the hope is that this Housing sub-committee could be behind the Recommendations Committee's report. Cara will forward any updated information to this report to Kyle. Kyle and Cara stated that there are a lot of parallel's between the two Committees. Sandy suggested that we keep this report as an on-going agenda item.

- Marguerite reviewed a power point hand-out on New Castle County Ordinance on Accessory Dwelling Units. Marguerite wants to know the Committee's reaction to an affordable housing option that has been presented to two umbrella civic groups as well as the County/Council committee. The housing option is called an Accessory Dwelling Unit (ADU) which will require a change to the County's unified development code. An ADU is sometimes called an "in-law suite" or a "granny flat" and the idea is a typical single family home lot that would become legal to create a separate housing unit either in the home or in the garage, basement or in an out building. One of the conditions is that one of the housing units is occupied by an owner occupant and there be no more than two units. Marguerite's office is promoting this as affordable housing for low and moderate income people or an affordable option for the dwelling owners. The research shows that for existing neighborhoods approximately 3.5 ADUs/100 housing units will be created in any given year. The timeline is October for a County/Council vote. Marguerite is interested in the Committee's reaction and a letter of support. It was stated that this option may help people to be able to stay in their homes instead of going to a nursing home, etc. Marguerite will keep us informed on this issue. Sandy suggested that other Committee members take this back to their individual organizations for more support. Sandy stated that a letter of support from the SCPD would be stronger. Daniese and Sandy will recommend this letter of support to the SCPD.
- Daniese reviewed a hand-out on the National Council on Independent Living (NCIL) Housing Subcommittee. Daniese attended a NCIL conference last month. Their position paper looks like a lot of items that we are doing for the Commission so it appears that we are on the right track. Daniese reviewed several points in this paper.

One of the points Daniese discussed with the Committee is "The NCIL supports increasing the amount of Low Income Housing Tax Credit (LIHTC) location available to states for housing with the mandate that all housing created by tax credits must be integrated and mixed-income." Daniese stated that a report was issued recently stating Delaware had "0" low income housing tax credits. Daniese also stated that the DSHA has a committee that decides who gets tax credits. Javier said that it is called a QAP and you get points and the funding goes to the highest first on down until the money is exhausted. Daniese said that in Maryland, you get points if you build more than 5% of homes are accessible. Sandy and Kyle said that this could fit into our plan for the Commission. Daniese

stated that these points are not up to HUD, but the Public Housing Authorities can regulate themselves as long as they stay within certain parameters. Daniese stated that the Housing Authorities need to earmark the vouchers to be targeted to the disabled in their Strategic Plan. Delaware statistics are needed so more dollars can be allocated for the disabled population. Secretary Jackson agreed to write a letter by the end of the summer encouraging public housing directors that it is okay to advocate for more housing vouchers.

- Kyle reviewed the hand-out on Recommendations for the Council on Housing. The Joint Sunset Committee just did a review of these recommendations. Kyle pointed out a few. #1 Increase the number of Council members from 9 to 11. Kyle received a call from Ken Smith and the Housing Coalition is the group that they are going to go to for recommendations on membership expansion. Ken was looking for suggestions from us to offer a name to be nominated for this Council. Kyle suggested that we should have someone who has a disability. Tina clarified that the recommendation is that what they are looking for is a tenant with a disability from a tenant organization or just a tenant with a disability within the next two weeks. Kyle said that if anyone thinks of anyone, please let him know so he can forward to Ken.

HUD has awarded about 3,100 housing agencies about 2.2 billion dollars. In Delaware, the Wilmington Housing Authority received 3.9 million dollars for making or insuring 102 accessible units, and Dover has 26 accessible units and received \$469,000.

Sandy said our agenda for the next meeting may be as follows:

1. Review our vision and goals and objectives.
2. Setting up work teams around each of the objectives.
3. Follow the needs assessment.
4. Keep updated on the New Castle County program.
5. Follow up on the Homeless Recommendations.

The next meeting will be held on July 11, 2006 from 2-4 pm at the Appoquinimink State Service Center in Middletown.

ADJOURNMENT

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

Respectfully submitted,

Kyle Hodges
SCPD Administrator

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