

Housing Committee
Meeting Minutes
November 21, 2017 5:30-6:30 PM
CABQ Department of Family Community Services 5th Floor Conference Room

Voting Members: Robert Baade, Sister Agnes Kaczmarek, Mark Walch

Non - Voting Members: Cathy Imburgia (by phone) and Ellen Braden (Community Supports staff), Margarita Chavez, Brenda Cisneros-Fernandez, Alex Tonigan, UNM/ISR

Excused Members: Laura Carlisle, Laura Nguyen, Lisa Domenici, Constance Banuelos, Elaine Miller, Jason Vaillancourt

1. Call to Order

- a. Meeting called to order at 5:30 p.m. By Robert Baade, supportive housing subcommittee chair.

2. APPROVAL of AGENDA

- a. Agenda was approved.

3. Approval of Minutes

- a. Minutes from the October 2, 2017 meeting were approved.

4. New Business

a. Youth Transition Project Amendment

- It was reported that both the Community Supports and Supportive Housing Committees are being asked to review and approve an amended dollar amount of \$150,000 to the previously approved Youth Transition Project to accommodate 4 to 5 youth per month who are being detained at YDC due to lack of safe transitional housing. It was noted that Community Supports had approved the amendment. It was also noted that the RFP is currently on hold to accommodate the increase and revised contract to create a housing bridge so that youth, who would otherwise continue to be detained, will have an alternative.
- ACTION: Following brief discussion, the Subcommittee voted in favor of the project amendment.

b. **Single Site Housing Project**

- Project Mission Statement
 - Members discussed the current draft of the mission/vision statement that was edited so that more specifics could be included.: low-income, significant, and severe statements.
 - ACTION: Mark took the action to edit the statement further. He will send the revision to Cathy to distribute with the meeting minutes.
- Review Updated Project Proposal
 - The committee discussed the updated draft proposal prepared by Alex of UNM/ISR. It was agreed that the content of the proposal regarding the specifications of the site needed to be written broadly

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to accommodate developer responses. Other items discussed were outcome measurements and best practices.

- It was noted that the Supportive Housing Subcommittee is nearing completion of this portion of the project proposal and that the Community Supports Subcommittee will be addressing specific onsite services required for the project.
- ACTION: Subcommittee members are to provide Alex, Cathy and Robert with any changes they would like to include in the draft proposal. Alex to incorporate the changes and send the revised proposal to Cathy to distribute with the meeting minutes.

5. Old Business

a. Steering Committee Update/Subcommittee Projects Underway

- Crisis: Training for Mobile Crisis Teams is being planned. Work is continuing on the respite project.
- Prevention: The revised Education and Training project proposal will be presented to the Steering Committee for approval to go before the ABCGC in December.
- Community Supports: The City's case management for substance abuse project RFP has been announced, with RFP reviews scheduled to begin in December.
- Supportive Housing: The amended Youth Transition Living project proposal will be presented to the Steering Committee for approval to go before the ABCGC in December.

b. ABCGC Meeting

- The next meeting is December 19, the same time as the next Supportive Housing Subcommittee. Following discussions on whether the Subcommittee meeting needed to be moved, it was agreed to keep the meeting date the same.

6. Public Comment

- a. None

7. Next meeting

- a. December 19, 2017 at 5:30 – 6:30, at the Family and Community Services Dept., 5th Floor Conference Room.

8. Adjournment

- a. Meeting adjourned at 6:37 P.M.