

ST. JOHNS COUNTY HEALTH AND HUMAN SERVICES ADVISORY COUNCIL (HHSAC)
MEETING MINUTES
May 19, 2022

MEMBERS PRESENT: Charles Daly, Chair; Tara Haley, Vice Chair; Lorraine Keith; Shannon Nazworth

MEMBERS ABSENT: Chip Cover
Two (2) Vacancies

STAFF PRESENT: Tracy Dillon, Social Services Manager; Katrina Tanner, Contract Coordinator, Social Services; Roberto Ortiz, Housing & Community Development Manager; Mary Garcia, Social Services Support Staff;

BCC LIASON: Commissioner Sarah Arnold – Via Zoom
Sarah Taylor – Assistant County Administrator

VISITORS: In person – Julie Inlavongsa
Via Zoom – Charee Russell; Darren Smith; Michael Hartman; Michael Henzy; Erika Coloma; Judi Dembowski; Teresa Matheny; Theresa Andrews; Amy Taylor; Sharon Gesek; Kelly Franklin; Kelsey Wainwright; Lindsey Rodea; Paige Stanton; Cyndy Dailey; Sandi Jackson; Sgt. Manning; Bridget Varnedoe

CALL TO ORDER/ROLL CALL: Chair called the meeting to order at 4:03 p.m. Quorum was present.

MINUTES – April, 2022: Shannon Nazworth **motioned** to approve the April, 2022, general meeting minutes. Lorraine Keith seconded the motion; minutes **approved unanimously** by the Council.

REPORT FROM COMMISSIONER ARNOLD: Having very recently been appointed liaison to Health & Human Services boards and committees, Commissioner Sarah Arnold simply introduced herself and said she is happy to be taking on this new role and to be getting acquainted with everyone.

PUBLIC COMMENT: None.

OLD BUSINESS:

- a) **Continuum of Care (CoC) Update:** Lindsey Rodea reported that while reviewing Point in Time (PIT) count numbers for submission to HUD, Austin Burns discovered a discrepancy in the sheltered total. Ms. Rodea reported the total sheltered count went from 97 to 107, bringing the total count to 349. Ms. Rodea went on to say the CoC has recently formed a youth advisory board and they are currently working on a youth homelessness grant that is due on June 28th. Ms. Rodea said HUD will pick 25 communities from the grant submissions and award no less than \$1,000,000 to those communities.

NEW BUSINESS:

- a) **San Marcos Heights & Victoria Crossing Affordable Multifamily projects:** Michael Hartman, development manager with Turnstone, reported on Victoria Crossing and provided a timeline on each of the 4 buildings that will make up the actual dwellings, as well as on the 5,100 square foot clubhouse/community

center, which will also act as an emergency shelter and a pre-leasing office. Mr. Hartman said they anticipate the first building to be ready for occupancy in December, 2022, with all construction completed by February, 2023. Mr. Hartman said their property management company currently has a preleasing phone number set up and they are taking names and other pertinent information so that they can return calls in early September in the order in which messages were received. Mr. Hartman went on to say that Turnstone Development has entered into an agreement with the County's Health & Human Services Department which will allow the County to lease space in the community center for \$1.00 per year so that staff can be on site and provide case management and credit counseling services for residents. Ms. Haley asked if utilities are included with rent and Mr. Hartman said they will not be included and they will be the responsibility of each tenant. Darren Smith, Smith & Henzy Affordable Group, developers of San Marcos Heights spoke next. Mr. Henzy explained that this project is 100% affordable with 132 units set aside for families at or below 60% of the area median income. Mr. Smith said construction is expected to be completed by August, 2022. Mr. Smith stated buildings one and two are preleased but won't be ready for occupancy until late June due to a delay in shipment of countertops and cabinets. Mr. Smith said the 5,000 square foot community center will act as an emergency shelter and it is also complete but for the installation of countertops and cabinets. Mr. Smith went on to say there have been 1,700 website inquiries and approximately 150 walk-ins to their property management office. Erika Coloma, who is employed by the property management company, said there are currently 98 pre-qualified names on the waiting list. Mr. Smith said there will be a ribbon cutting ceremony in September or October. Shannon Nazworth inquired about security deposits and Charee Russell, also with the property management team, explained those with good credit are able to simply pay the deposit but those with questionable credit would be required to go through 3rd party rent guarantee company, Liberty Rent. Ms. Russell said she would provide more information about Liberty via email to Ms. Garcia who said she will distribute to the Council. Mr. Daly requested monthly updates on both of these projects.

- b) **Recommendations for Current Vacancies:** All applications were provided to Council members prior to this meeting for the two "human service professional" vacancies. There was discussion regarding candidates and Shannon Nazworth **motioned** to recommend Howard Hitzel for the first vacancy. There were no other nominations. Lorraine Keith seconded the motion; recommendation of Howard Hitzel was **approved unanimously** by the Council. After further discussion, Tara Haley **motioned** to recommend Kathleen Patneau for the second vacancy. There were no other nominations. Lorraine Keith seconded the motion; recommendation of Kathleen Patneau was **approved unanimously** by the Council. Lorraine Keith shared with the Council that when her term ends in November, 2022, she will not be applying to serve again.

REPORT FROM SARAH TAYLOR, ASSISTANT COUNTY ADMINISTRATOR: Sarah Taylor was in attendance but had nothing new to report at the time.

FUNDED AGENCY UPDATES: No updates were allowed due to the required blackout period for the current independent agency funding RFP.

Though not on the agenda, Mr. Daly asked Katrina Tanner for a status update on the current funding cycle. Ms. Tanner stated the question and answer period will close on May 20th, and all submitted

questions and the answers will be posted to the website on May 23rd. Ms. Tanner went on to say applications are due in eCivis by June 3rd, scoring will be completed by June 24th, and preliminary scores will be discussed at July general meeting. Ms. Tanner said funding recommendations would be presented to the Council on August 4th at the executive meeting and a vote would be required. Tracy Dillon clarified that these funding recommendations from staff would be based upon the discussions held at the July general meeting. Discussion ensued and there were some questions about the possibility of moving the voting date from the August executive meeting to the August general meeting. Katrina Tanner expressed concern this might affect the timeline and the ability to get contracts signed in a timely fashion but she said she will discuss with Shawna Novak. There was further discussion regarding whether or not a meeting of the scoring committee is necessary. Katrina Tanner said she did not think this would be necessary but said she would confirm and report back to the Council at their June executive meeting. There was further discussion regarding the process of scoring applications through eCivis, as well as when a scoring committee meeting would be held, if necessary.

COMMUNITY PARTNERS:

Homeless Advocacy Council: No representative in attendance.

SMA Healthcare: Sandi Jackson was in attendance but had nothing new to report.

Flagler Health +: Paige Stanton reported they recently opened a walk-in mental health crisis center, and it is currently operating from 7am-6pm, with future plans to be open 24 hours per day, 7 days per week. Ms. Stanton said they have clinicians available for assessments and counseling is available, as are referrals to other agencies. Ms. Stanton said that insurance is not required for these services.

Health & Human Services Department (HHS): Tracy Dillon gave the report in Shawna Novak's absence and stated budget workshops will be held the week of May 23rd and Health & Human Services is scheduled for May 24th, between 12:45pm and 2:15pm. Ms. Dillon also reported the "Our Florida" utility and rental assistance program has closed as they've reached their funding cap. Ms. Dillon said they have reported they will accept no new applications but will continue to process those already submitted, until all funds are expended.

Faith Based Community: No representative in attendance.

Public Safety: Sgt. Jacob Manning, St. Johns County Sheriff's Office, introduced himself and explained he would be taking over for Toby Irwin. Sgt. Manning said he is part of an emerging mental health and substance abuse disorder task force and while things are in the early stages, he said he will continue to attend HHSAC meetings to provide report and engage with community partners.

Shannon Nazworth announced Ability Housing has been awarded funding to construct 92 affordable units in West Augustine.

ANNOUNCEMENTS:

Executive Meeting: Thursday, June 2, at 3:30 p.m., via conference line 904-209-6136.

Regular Meeting: Thursday, June 16, Kingfisher conference room, 200 San Sebastian View, St. Augustine, FL 32084.

ADJOURNMENT - Meeting was adjourned at 5:02 p.m.