

**MIAMI-DADE COUNTY
DOMESTIC VIOLENCE OVERSIGHT BOARD**

**Stephen P. Clark Center
111 NW 1st Street, 18th Floor
Conference Room 18-2
Miami, Florida 33128**

***BOARD MINUTES
January 31, 2008
10:30 A.M.**

Domestic Violence Oversight Board Members Present

Chair Lucia Davis-Raiford
Sharon Aaron
Judge Rosa Figarola
Margaret Henghold, Esq.
Ivon Mesa
Major Grace O'Donnell
Brenda Rivera, Esq.
Migna Sanchez-Llorens, Esq.

Domestic Violence Oversight Board Members Excused Absent

Vice-Chair Genna Marx
Sophie Brion
Craig Dearth, Esq.
Chief Therese Homer
Rev. Frances McCray
Cynthia Sinclair

Domestic Violence Oversight Board Members Not Excused Absent

Visitors

Paula Bain
Dr. Larry Capp
Angela Diaz-Vidaillet
Suzanne Quinn
David Raymond
Robert Thompson

Staff Present

Vaughn Tooley, Executive Director
Sarah M. Lenett, Victim Services Analyst
Mandana Dashtaki, Esq., Assistant County Attorney

*Staff Summary/Not a Verbatim Transcription

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Agenda Item No. 1 – Call to Order

The Chair called the meeting to order at 10:35am and after introductions went directly to a presentation by David Raymond, Executive Director of the Miami-Dade County Homeless Trust.

Agenda Item No. 2 – Items for Approval

Excused absences were offered for Rev. Frances McCray, Cynthia Sinclair, Chief Therese Homer, Craig Dearth and Genna Marx. The minutes for December 13, 2007 were approved.

Agenda Item No. 3 – Chair's Report:

David Raymond, Executive Director of the Homeless Trust, presented an overview of its' program and services, including client characteristics and eligibility requirements for the different programs. He also described the work and composition of the 27-member Homeless Trust Board which includes:

- seven appointments from the business and civic community,
- four appointments from the provider community,
- two formerly homeless persons,
- a representative from the professional/academic community,
- three members of the Miami-Dade League of Cities,
- three representatives from the Greater Miami Religious Leaders Coalition,
- a homeless advocate/formerly homeless person,
- a representative from the Homeless Interfaith Coalition and the membership of the Superintendent of Miami-Dade County Public Schools,
- the President of the Miami Coalition for the Homeless,
- the Miami City Manager,
- the district administrator for the Department of Children and Families, and
- the Miami-Dade County Commissioner who chairs the Committee overseeing homeless issues (or in the absence of this committee, a member of the Board of County Commissioners).

The Homeless Trust Board has the following committees that also meet regularly or as may be required:

- The Executive Committee
- Services Development Committee
- Housing Development Committee
- the City of Miami Sub-Committee
- Finance and Audit Committee
- Continuum of Care Sub-Committee
- Judicial Committee
- Long Range Planning Committee, and the
- Homeless Prevention Sub-Committee

Motion by: Margaret Henghold
Second by: Ivon Mesa
Approved: 8-0

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Everything is privatized at the Homeless Trust so it is not a direct service provider but is responsible for implementation of policy initiatives developed by the 27-member Miami-Dade County Homeless Trust Board, and monitoring contract compliance by agencies contracted with the County to provide homeless services. The Community Partnership for Homeless is the private sector partner of the Homeless Trust and is 501c3 not-for-profit organization that was charged with siting, construction and operating the Homeless Assistance Centers (HACs). The two HACs (one downtown and one in South Miami-Dade) have a combined bed capacity of approximately 700 and serve approximately 4,000 clients annually.

The Homeless Trust funds services for domestic violence victims and their children at Inn Transition North and Inn Transition South through HUD funds, providing 80% funding with a required cash match of 20% from the County. These Transitional Housing programs are operated by the Department of Human Services.

The Homeless Trust also coordinates the County's HUD Super NOFA (Notice of Funding Availability) application each year and brings together the six entitlement jurisdictions to work together and leverage the allocations. These efforts combine to bring approximately \$25 million in transitional and permanent housing programming countywide. The Homeless Trust uses not-for-profit private developers that specialize in transitional and permanent housing for the homeless, or not-for-profits that hire construction firms who produce turn-key operations.

The Chair added that Mr. Raymond introduced her to a local company that manufactures prefabricated buildings that are of great interest because of the rapid construction process they allow. She attended a meeting and presentation with the company, Innovida, and expressed interest in the company to give the Board a presentation perhaps at the March meeting. She also would like to arrange a site visit to a model structure soon.

She continued with her report by reiterating the importance of reshaping and focusing the goals of the Board and aligning the direction of staff activities in support of what the Board's primary goals are, which is the financing and construction of the next shelter.

The Chair discussed either establishing a 501c3 to support the work of the board or forming a partnership with an existing 501c3. A motion to explore the options of creating a 501c3 or using an existing one was made and approved. Staff was directed to present a report on what organizations might be out there that we can partner with.

The Chair continued to report that an annual update to the Plan is needed since it has not been updated since it was completed in 1996. She also wants to develop a shelter oversight plan to using feedback from lessons learned at the existing shelter for new ones that come on board.

Motion by: Rosa Figarola
Second by: Brenda Rivera
Approved: 8-0

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Ms. Raiford also asked for a cost analysis to compare what we are paying at The Lodge with Safespace North and South, Inn Transition North and Inn transition South, shelters in the Florida Coalition Against Domestic Violence, and similarly situated cities and states around the country.

Agenda Item No. 4 – Staff Report:

Staff provided a brief report on the status of the website and what has occurred since the last time it was discussed. The Chair asked Dr. Capp to work with the staff so that the issues of the website can be resolved.

Dr. Capp informed the Board of the planned series of meetings with each County Commissioner where their appointees to each of Community Advocacy's eight boards would meet as a group with the commissioners to dialogue about issues of the boards and the Office of Community Advocacy. These meetings are anticipated to occur in late February and March.

He also mentioned the deep funding cuts of approximately 67% for the Byrne Grant, which provides funds for municipalities and countywide projects that support drug abuse prevention and treatment activities. The current group of projects funds a domestic violence overlay project that targets batterers through DHS Family and Victim Services. Dr. Capp petitioned a letter of support from the Board to recommend restoration of funding.

Dr. Capp expressed support for the establishment of a 501c3 or using an existing one for fundraising activities for the DVOB. This would provide for activities that are not permitted with general fund dollars. He also informed the board that the Department's request for two administrative positions is not likely to be supported by the Office of Strategic Business Management because of the budgetary shortfalls anticipated in the upcoming fiscal year.

He continued his report by informing the Board of the updates made to the Office of Community Advocacy's Business Plan to integrate the activities of the DVOB as well as the other two boards added as a result of last year's process. He concluded with discussion of the proposed role of the DVOB as the oversight and advisory body of the Coordinated Victims Assistance Center. The recommendations from the Victim Services Report (July 2006) included consideration of expanding the DVOB to a 27-member board. One concern raised was that a building has been purchased for siting the Center, but no budget has been evident for operating costs. The Department of Human Services is the lead implementing agency for the project.

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Agenda Item No. 5 – Presentations:

Mr. Thompson provided a refresher to the Board on issues covered under Miami-Dade County's Conflict of Interest and Code of Ethics Ordinance (donations and Gifts) and Florida's Sunshine Law. The Conflict of Interest and Code of Ethics ordinance establishes the minimum standard of ethical conduct and behavior for elected officials, public employees, members of county and municipal advisory boards and quasi-judicial bodies. The Commission on Ethics and Public Trust provides training for municipalities, advisory boards, and community councils, private and professional organizations. These are informational sessions intended to increase public awareness of the Ethics Commission and its functions. Sessions are held for community councils, private and professional organizations, among many others.

Elected officials, city or county managers, department heads, city and county attorneys and advisory board members may not contract with the county or municipality by themselves or through any corporation in which they hold a controlling financial interest unless they are eligible for a bid waiver.

Mr. Thompson summarized Florida's Sunshine Law requirements for public meetings. The Sunshine Law applies to publicly created advisory boards that make recommendations regarding official acts to be taken; any gathering of two or more members of the same day; any discussion of public business or any matter that will foreseeable come before the board for action; elected as well as appointed boards and their subcommittees.

The three basic requirements of the sunshine law are that: 1) meetings must be open to the public; 2) the public must receive reasonable notice of meetings; minutes of the meetings must be taken and must be open to public inspection.

The Chair thanked Mr. Thomas for his refresher presentation, and suggested that we invite him to a Board Retreat to get a more nuanced understanding of these regulations.

Committee Reports – (Agenda Item #6)

Community Education & Collaboration

The Community Education and Collaboration Committee discussed as stated in the agenda the issue of developing partnerships with entities with shared goals that support our mission. Ms. Mesa reported that David McGriff issued an invitation at the Domestic Violence Coordinating Council meeting for the DVOB to become involved in some capacity with the Safe Havens grant initiative which provides for visitation exchange for children in high conflict families.

Ms. Mesa also reported on the committee's discussion of the need to feel comfortable with the Board's responsibility in providing effective oversight of the shelter, while respecting the operator's autonomy. The committee recommended seeking legal advice prior to further consider-

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ation of surveying employees and consumers at The Lodge, and also in regards to what is the oversight responsibility of the DVOB in terms of operations at The Lodge and the Board's liability. They also questioned how much if any oversight the Board has over daily operations at The Lodge. Hence they requested a clear document stating the committee's role in the daily operations of The Lodge. It's their sentiment that they should gain access to this knowledge in order to move forward better informed in structuring the new shelter.

Construction & Needs Assessment/Finance

The Construction and Finance Committee discussed the question by GSA to close the current Work Order for the Government Facility Hearing process until we can demonstrate the ability to sustain efforts. The committee adamantly recommended that the Work Order not be cancelled due to the possibility that this would make the land vulnerable to some other proposed use. Therefore is the committee recommended not to ignore George Grey's request and to send a written response making it clear that the Board is very interested in moving ahead with this process, even though not all factors are totally in place.

The committee also discussed the financial pro formas and the new construction funding scenarios. The document is confusing and members requested an explanation of the financial projections in terms that non-financial experts can comprehend.

The committee also discussed using a public/private partnership such as a 501c3 to help build and maintain the shelter so that eventually they can become financially self-sufficient. The committee was also concerned about oversight and accountability issues and raised the question as to how much oversight is needed for each shelter and what that requires. They also need to know what the process is when a contract is terminated for whatever reason, and finally they questioned whether it is the shelter that is certified or is it the operator.

They also questioned how much flexibility if any the Board has in recommending investment of the existing money so that it will yield greater returns. As a strategy for leveraging the funds, good investment could be an important component.

Agenda Item 7 – Old Business/Action Items:

None

Agenda Item 8 – New Business:

None

Agenda Item 9 – Adjournment:

The meeting adjourned at 12:35pm.