

CONSOLIDATED PLAN ADVISORY BOARD (CPAB)

MINUTES

Wednesday, March 13, 2024

1200 3rd Avenue, 14th Floor, San Diego, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
 Abena Bradford, Council District 3 Yegin Chen, Council District 1 Lauren Garces, Council District 5 Jordan Beane, Council District 2 Smith Sirisakorn, Council District 6 Victoria Barba, Council District 8 	 VACANT, Council District 4 VACANT, Council District 7 VACANT, Council District 9

STAFF PRESENT	ATTENDANCE
 Michele Marano, Assistant Deputy Director Angela Nazareno-Clark, HUD Program Director Nadine Hassoun, Community Development Specialist Nancy Luevano, Community Development Project Manager Melissa Villalpando, Community Development Specialist Ashley Gain, Community Development Project Manager Liza Fune, Contract Monitoring Krissy Meyer, Community Development Coordinator Alicia Martinez-Higgs, Project Manager La Tisha Thomas, Community Development Specialist Lydia Goularte, Community Development Project Manager Emma Mattingly, Community Development Project Manager 	5 members of the public joined the meeting.



Call to Order

1. CPAB Co-Chair Abena Bradford called the meeting to order at 10:00a.m. Abena Bradford took roll call; six board members were present. Quorum was achieved at the same time.

Board Announcements

- 2. CPAB member Yegin Chen thanked the Economic Development Department staff for their hard work during the RFP application process. Yegin shared that staff assisted CPAB with technical assistance and were available for questions during the application scoring.
- 3. CPAB member Abena Bradford thanked the board for their diligence and hard work in scoring the CDBG proposals.

Staff Announcements

- 4. Michele Marano, Assistant Deputy Director shared that EDD was notified that there will be a CPAB board member appointment for District 7. Rich Thesing will be replaced in his current seat with CPAB. Rich has been serving as a CPAB member on an expired term under the municipal code. He began his service in 2014. Michele shared that during a conversation with Rich, he indicated that this was a good time to step down as a CPAB board member and was not going to be present at the meeting. Michele wanted to personally thank Rich for his 10 years of service as a CPAB member.
- 5. La Tisha Thomas, Community Development Specialist, shared that in celebration April's Fair Housing Month the City of San Diego, with its fair housing partners, is offering two educational opportunities. The Fair Housing Training for Housing Providers on Wednesday, April 24, 2024, from 10:00am 12:00pm. To register for the free training, visit the website: https://attendee.gotowebinar.com/register/3138027513892826459. The San Diego Regional Alliance for Fair Housing (SDRAFFH) and San Diego Housing Federation presents their 9th Annual Fair Housing Conference on Wednesday, April 17 and Thursday, April 18, 2024. The conference will explore critical fair housing issues with the theme, Fair Housing, Leveling the Playing Field. For more information visit sdfairhousing.org. To register, visit the website: https://www.housingsandiego.org/events-2/qnx333f6vlidngddgaf9ao1nhr6hmf.

6. Krissy Meyer, Community Development Coordinator announced the FY 2025 Proposed CDBG funding for Capital Improvement Project. EDD is proposing to recommend to City Council approximately 3.6 million dollars for improvements to the Old Logan Heights Library Renovation Project. For more information: https://ww.sandiego.gov/OldLoganHeightsLibrary.

Approval of Minutes

7. Motion to approve minutes from previous meeting on February 14, 2024, by Lauren Garces and seconded by Smith Sirisakorn. Minutes approved, 6-0.

Date Prepared: 3/14/24 by N. Luevano Final Approved: 6/12/24 Motion/Second by: Garces/Beane Vote: 6 votes in favor, 0 opposed, 0 abstentions



Non-agenda Public Comment

 Katherine (Kat) Fuentes from the organization Upwards San Diego made a public comment via Zoom. Kat shared that Upwards San Diego provides LMI clients with affordable childcare. HUD accepts for-profit agencies to apply under CDBG special economic development, the organization has not received CDBG funding although they have applied for funding in the previous years. Kat mentioned that there are presently 1,200 childcare providers in San Diego County. Out of the 1,200, 165 are operating at maximum capacity and are in the break of closure. Upwards assists individuals to become a license childcare provider. Kat shared that over 40,000 children do not have access to affordable childcare and in turn, LMI to low-income household parents stay home with their children because they cannot afford childcare. Kat would like for the committee to reconsider and look at the current CDBG administrative guidelines to allow for-profit agencies to apply for funding under CDBG.

Discussion: Presentations from Fair Housing Provider Services Applicants

- 1. Angela Nazareno-Clark, HUD Program Director shared that the goal is to find the best Fair Housing Provider to assist the City of San Diego in Affirmatively Furthering Fair Housing (AFFH) that requires HUD and its recipients of federal assistance to do more than simply "not discriminate"; they must take meaningful actions to overcome patterns of segregation and foster inclusive communities. Angela announced that the two Fair Housing Service Providers applicants: CSA of San Diego and Legal Aid Society of San Diego will have equal time for to present their Fair Housing services proposal with the maximum allowed time of 15 minutes per presentation which includes approximately 10 minutes for the presentation and 5 minutes for questions.
- 2. **CSA San Diego Presentation for Fair Housing Provider Services.** Estela De Los Rios, Executive Director of CSA San Diego, and Monica Lopez, Fair Housing Consultant, joined the meeting and presented their Fair Housing Service Provider presentation. (*Presentation slides attached*)
 - a. CPAB member Abena Bradford asked if CSA was in San Diego and where their headquarters are located. Estela De Los Rios shared that CSA currently has three offices: El Cajon (main office), a satellite office in Chula Vista and in Oceanside. Estela indicated that if they were to provide Fair Housing services for the City of San Diego, they would collaborate with a partner to open an office in City Heights. Abena asked what the timeframe would be for setting up an office in City Heights. Estela indicated that if the Fair Housing grant was provided to CSA, it would be done immediately.
 - b. Abena Bradford asked what local organizations partners collaborate with CSA to deliver Fair Housing services. Estella de Los Rios shared that she is the Chair of the Welcome Newcomer Network composed of 40-50 organizations in the East County region that

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work collaboratively to support refugees, asylum seekers, and immigrant communities. They also attend collaborative meetings in Chula Vista and La Mesa. Estela mentioned that they can do community outreach in these areas.

- c. CPAB member Yegin Chen shared that in their response to the RFP, it did not list a 24hour hotline and enforcement of legal services. Monica Lopez noted that they would need to hire staff for the 24 hotline since they currently only have staff answering phone calls during business hours. Estela shared that an attorney from CSA would assist in filing the legal cases. Yegin indicated that in the proposed budget, only nine staff were identified, and it did not include an attorney. Estela clarified that an attorney was not included in the budget cost however, CSA's legal team services will be utilized.
- d. CPAB member Lauren Garces asked about their outreach strategies. Estela de Los Rios shared that they currently have an outreach plan that includes attending monthly community events. Staff also create their own events such as i.e., attending libraries and setting up a resource table. During the year, they attend cultural events such as the Day of the Child in Chula Vista etc. They attend cultural events to recruit LEP (limited English proficient) populations within the city and provide educational materials.
- 3. Legal Aid Society of San Diego Presentation for Fair Housing Provider Services. Amalia Romero, Attorney, Gil Vera, Attorney and Joanne Franciscus, CEO joined the meeting. Amalia Romero presented their Fair Housing Service Provider presentation. (*Presentation slides attached*)
 - a. CPAB member Abena Bradford asked what kind of outreach is done in the community. Amalia shared that they do outreach and provide educational materials at resource fairs, provide homeless outreach, distribute flyers, educational outreach and provide case management.
 - b. CPAB member Yegin Chen asked since Legal Aid Society is currently providing Fair Housing services, what else can they do to exceed their deliveries. Amalia shared that Legal Aid Society disburses over 5,000 brochures and conducts email blasts to community organizations that include housing providers and city staff. Joanne Franciscus mentioned that this year they added a media consultant vendor to be active in TV ads, provide interviews to various TV stations, and utilize social media to maximize their outreach efforts.

Public Comment: Action Item: Fiscal Year (FY) 2025 CDBG Application -Scores and Rankings

- Rebecca Rayder, Voices for Children provided a public comment. Rebecca is the CASA (Court Appointed Special Advocates) Coordinator for San Diego County. The organization trains community volunteers with a 35-hour training and matches their children in the foster care system. They also advocate for the foster youth in court. Rebecca thanked the board and EDD staff for past funding with CDBG funds and the recommendation for funding for FY 2025. Rebecca noted that CDBG funding has helped foster youth tremendously.
- 2. Lisa Norombaba, Executive Director for Wesley House Student Residence provided a public comment *via virtual meeting*. Lisa thanked the committee for reviewing the CDBG

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grants. Lisa shared that Wesley House Student Residence provides assistance to full-time low-income students including foster youth and homeless college students that attend San Diego State University. They provide wrap-around services to help them break the cycle of poverty and homelessness. Lisa mentioned that Wesley House is not affiliated with San Diego State University. Lisa shared that she wanted to thank everyone for their consideration in funding Wesley House for FY 2025 to continue to provide services for students. Lisa added that at this time they are the only school-based program that offers a student food pantry at their location.

Action Item: Fiscal Year 2025 CDBG Application - Scores and Rankings

- 4. Nadine Hassoun, Community Development Specialist presented the scores and rankings of the FY 2025 CDBG applications. (*Presentation slides attached*)
 - a. CPAB member Yegin Chen shared that it was great to see new organizations that applied for CDBG funding this year. Yegin shared that EDD staff deserved credit for encouraging new applicants by providing technical assistance sessions etc. Nadine indicated that Junior Achievement Project of San Diego was a new applicant and Rise Up Industries and Stepping Stone were new applicants to their categories.
 - b. CPAB member Lauren Garces asked if it is required that applicants receive the full amount requested in their RFP. Nadine Hassoun responded that it is a requirement for the organization to receive full funding of the RFP.
 - c. CPAB member Jordan Beane asked what will happen to the reprogrammed funds? Michele Marano, Assistance Deputy Director, shared that reprogramming funds will go towards Bridge to Home program. Michele disclosed that in the FY 2025 Annual Action Plan, they are hoping to have more flexibility towards NOFA funding for the upcoming year. This is to be determined, and more will be discussed during the next CPAB meeting.
 - d. CPAB member Abena Bradford inquired if CPAB will have an opportunity to comment on the reprogramming of funds. Michele Marano clarified that to-date; all City of San Diego's reprogrammed funds go to Bridge to Home. This is a City Council resolution. Abena commented that she was also glad to see that new organizations applied for funding this year. Hopefully, this will open doors to additional nonprofit organizations. Ashley Gain, Community Development Project Manager, clarified that HUD has a cap on Public Services at 15%. Ashley shared that even if there were left over funds from CED or NCIP allocations, they may not be reprogrammed to Public Service category due to this cap from HUD.
 - e. Melissa Villalpando, Community Development Specialist, shared that Public Services was extremely competitive for FY 2025.
 - f. CPAB member Lauren Garces asked how many nonprofit organizations will not be receiving funding for FY 2025. Melissa Villalpando shared that 13 organizations were not recommended for funding. Lauren asked if Kitchens for Good was the only organization

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that applied for funding in two categories. Melissa mentioned that there were a couple of organizations that applied for two category funding, however not all organizations were recommended for funding. Kitchen's For Good and Family Health Centers are the only two organizations that are recommended for funding in two categories.

Approval of Action Item: Fiscal Year 2025 CDBG Applications

2. Motion to approve the FY 2025 CDBG Application Score and Rankings by Smith Sirisakorn and second by Jordan Beane. Approved, 6-0.

Discussion: Items for Future Agendas

1. Melissa Villalpando, Community Development Specialist shared that she will be providing an update regarding the Nonprofit Academy during April's CPAB meeting.

Adjournment

1. Meeting closed at 11:26am.

Fair Housing Program CSA







MISSION STATEMENT

To eradicate fair housing discrimination by enforcing Fair Housing regulations. Assist clients who have grounds to believe they are victims of housing discrimination by conducting investigations of these claims. To promote and enforce fair housing laws and equal housing opportunities for all.

ABOUT US

For over 53 years, CSA San Diego County has been delivering comprehensive services across the region as a 501(c)(3) non-profit corporation, a Fair Housing Agency, and an HUD-approved Housing Counseling agency. Specializing in rental and fair housing counseling and education, CSA is widely recognized for its expertise in these areas.

CSA SERVICES

Fair Housing Services

Tenant/Landlord Rights

Anti-Human Trafficking

Civic Engagement and Education

Hate Crime Prevention

Homeowner Education and Counseling



TODAY'S OBJECTIVES

- Overview of the proposed CSA Staffing
- Overview of CSA's proposed project activities
- Review Scope of Work and timelines
- Overview of Budget and expenses
- Answer questions







CSA STAFFING



Proposed Staffing

Collectively, the proposed program staff have extensive experience in Fair Housing intake, outreach, education, and enforcement activities. Additionally, four staff members are HUD-certified Housing Counselors. CSA staff will include a total of nine (9) individuals working collectively to achieve the established goals. Administration of the program includes the Executive Director, the CPA, an Administrative Assistant as well as one (1) Program Manager. The Program Staff will consist of three (3) Bilingual Fair Housing Counselors, one (1) Testing Coordinator, and one (1) Education and Outreach Coordinator/Bilingual Fair Housing Counselor.



PROPOSED SERVICES





Summary

The proposed activities will serve to educate, empower, and protect individuals while promoting equal housing opportunities that benefit not only those who have experienced discrimination but also the community at large by fostering inclusivity and compliance with the law.

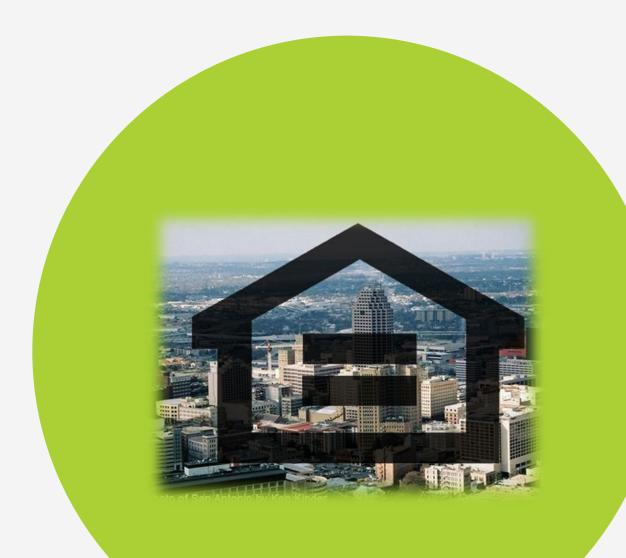


Fair Housing Complaint Services

- Intake
- Counseling
- Education
- Referrals
- Mediation







Education and Outreach Activities

Onsite and virtual training to the public, city staff, and local agencies.

Attend public events and meetings

Participate in Fair Housing Month events

Create and disseminate fair housing literature

Create and distribute articles and newsletters



Testing

- Recruit and train testers
- Conduct tests
- Provide a report on test results







TESTERS NEEDED

WE'RE LOOKING FOR YOU!

Send your resume to: outreach@c4sa.org

CSA San Diego County 327 Van Houten Ave-El Cajon, CA 92020 Phone: 619-444-5700 *TTY 1-800-855-7100 Email:outreach@c4sa.org * website: https://c4sa.org







SCOPE OF WORK/MILESTONES

Activity	Milestones
1. Coordinate and Conduct 4 Public Seminars	Complete 1 Pu
	Complete 1 Pu
	Complete 1 Pu
	Complete 1 Pu
2. Create and distribute 6 articles /Newsletters	Complete 1 Ne
	Complete 2 Ne
	Complete 2 Ne
	Complete 1 Ne
3. Distribute 5,000 pieces of fair housing	Distribute 1,00
literature.	Distribute 1,00
	Distribute 2,00
	Distribute 1,00
4. Coordinate and Conduct 6 On-Site Training	Complete 1 Or
	Complete 2 Or
	Complete 2 Or
	Complete 1 Or

ublic Seminars in Quarter 1 ublic Seminars in Quarter 2 ublic Seminars in Quarter 3 ublic Seminars in Quarter 4 ewsletters in Quarter 1 ewsletters in Quarter 2 ewsletters in Quarter 3 ewsletters in Quarter 4 00 in Quarter 1 00 in Quarter 2 00 in Quarter 3 00 in Quarter 4 n-Site Trainings in Quarter 1 n-Site Trainings in Quarter 2 n-Site Trainings in Quarter 3 n-Site Trainings in Quarter 4

SCOPE OF WORK/MILESTONES

Activity	Milestones
5. Complete 200 Fair Housing Intakes and referrals	Complete 50 in 0
	Complete 50 in 0
	Complete 50 in 0
	Complete 50 in 0
6. Conduct targeted and citywide outreach to Housing	Complete 5 Outr
providers	Complete 5 Outr
	Complete 5 Outr
	Complete 5 Outr
7. Attend Community, City and SDRAFFH meetings	Attend 3 meetin
	Attend 3 meeting
	Attend 3 meetin
	Attend 3 meetin
8. Participate in Fair Housing Month events and activities	Coordinate to at
9. Coordinate and Conduct tester training and	Complete 5 hous
complete 25 Fair Housing Tests	Complete 10 hou
	Complete 5 hous
	Complete 5 hous

- Quarter 1
- Quarter 2
- Quarter 3
- Quarter 4
- reach activities in Quarter 1
- reach activities in Quarter 2
- reach activities in Quarter 3
- reach activities in Quarter 4
- ngs in Quarter 1
- ngs in Quarter 2
- ngs in Quarter 3
- ngs in Quarter 4
- ttend during the month of April annually
- using tests in Quarter 1 ousing tests in Quarter 2 using tests in Quarter 3 using tests in Quarter 4

Budget & Expenses

- Staffing
- Non-staffing Direct
 Program Expenses
- Non-staffing Operational Expenses



















We look forward to working with you





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LEGAL AID SOCIETY OF SAN DIEGO

Fair Housing Services Proposal for San Diego CDBG Funding

Amalea Romero, Fair Housing Managing Attorney Gilberto Vera, Directing Attorney Joanne Franciscus, CEO/Executive Director

MISSION STATEMENT

The mission of the Legal Aid Society of San Diego is to improve lives by advancing justice through effective, efficient and vigorous legal advocacy, outreach and education.

LASSD OVERVIEW

For over 100 years, LASSD has provided free legal services to low-income individuals throughout San Diego County.

Today, with over a century of institutional knowledge, our office is the largest direct legal service provider in the County.

We have 229 staff members, including 87 attorneys and 65 advocates, working on specialized teams in the substantive priority areas that affect low-income San Diegans.

WE PROVIDE FREE LEGAL SERVICES IN:

CARE Act Program **Civil Appeals** Consumer Protection and Bankruptcy Family Law Health Care and Coverage Mental Health & Substance Abuse Patients' Rights Public Benefits **SSI** Benefits SSI for Children Immigration

Housing Discrimination Landlord Tenant Issues Public Housing Eviction Defense Foreclosure Taxpayer Rights and Education Unemployment Insurance Benefits

Legal Clinics (Unlawful Detainer, Restraining Order, Conservatorship, Name and Gender Marker Changes)

LASSD AND CITY OF SAN DIEGO

- LASSD has significant experience working with the City having held various contracts with the City of San Diego and San Diego Housing Commission (SDHC):
 - We have been the fair housing services contractor for the City of San Diego for over 11 years, including performing the current contract for FY 23-24.
 - In 2019, LASSD performed an education and outreach contract for the City/SDHC after passage of San Diego's local source of income ordinance, successfully educating housing providers, tenants, City staff, and community organizations on the new law.
 - LASSD also currently has a housing contract with SDHC under the City's Eviction Prevention Program (EPP). The EPP helps low-income renters in the City of San Diego who are facing eviction for non-payment of rent or experiencing other housing problems due to the financial effects of the COVID-19 pandemic.



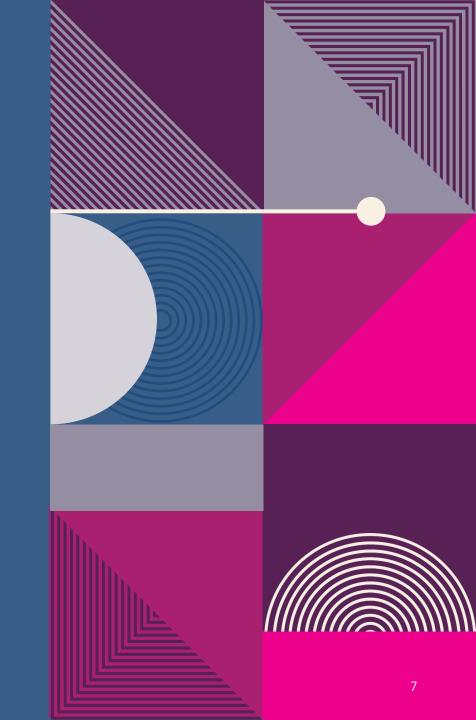
LASSD'S FAIR HOUSING TEAM

- Recognized as a Qualified Fair Housing Organization.
- Has been providing fair housing services to San Diego for over a decade.
- Is one of five teams within LASSD that provide housing-related legal services, making LASSD unique as the only organization that can provide complete housing assistance under one roof.

BUDGET

The proposal includes a budget to fund:

- Experienced fair housing staff including: three attorneys, three advocates, two testing coordinators, and an administrative assistant
- Direct program expenses including: supplies, publications, travel/mileage, SDRAFFH dues for the City, litigation expenses
- Indirect costs



FAIR HOUSING SERVICES

- 1. Outreach and Education
- 2. Testing
- 3. Legal Services



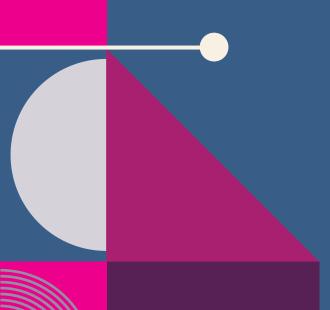
OUTREACH AND EDUCATION

LASSD's expertise informs our ability to provide high quality, multilingual outreach and education to the City regarding fair housing laws.

Activities include:

- Virtual and in person substantive trainings, including Section 8 briefings with SDHC, annual CDBG recipient training, and fair housing month landlord training
- Attendance at resource fairs and community events, including Homeless Court
- Creation and distribution of educational brochures/flyers
- Education and technical assistance to City staff
- Participation in SDRAFFH meetings and annual conference
- Website and social media
- Media requests

LASSD will continue these activities and at a minimum conduct 3 presentations and distribute 2,000 brochures.





TESTING

- LASSD has three in-house, experienced, and well-trained testing coordinators that lead a high-quality fair housing testing program.
 - Recruit and train testers
 - Maintain a diverse pool of available testers
 - Create and assign tests
 - Analyze results and monitor trends
- ISTEP Partnership with Metropolitan Milwaukee Fair Housing Council
- LASSD will conduct 25 audit paired tests throughout the City.

LEGAL SERVICES



Advice and counsel





Representation



Case Management

- Negotiations/conciliations
- Administrative complaints
- Litigation

LASSD will provide legal services to a minimum of 144 San Diegans.

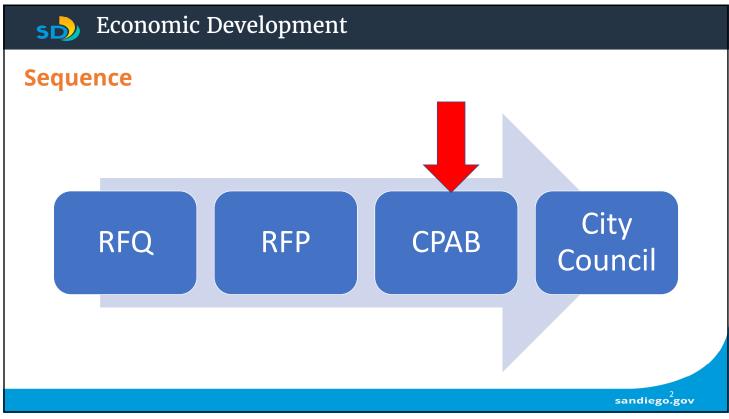
CASE OUTCOMES: EXAMPLES

Under LASSD's contract with the City, the Fair Housing Team has achieved significant positive results for clients.

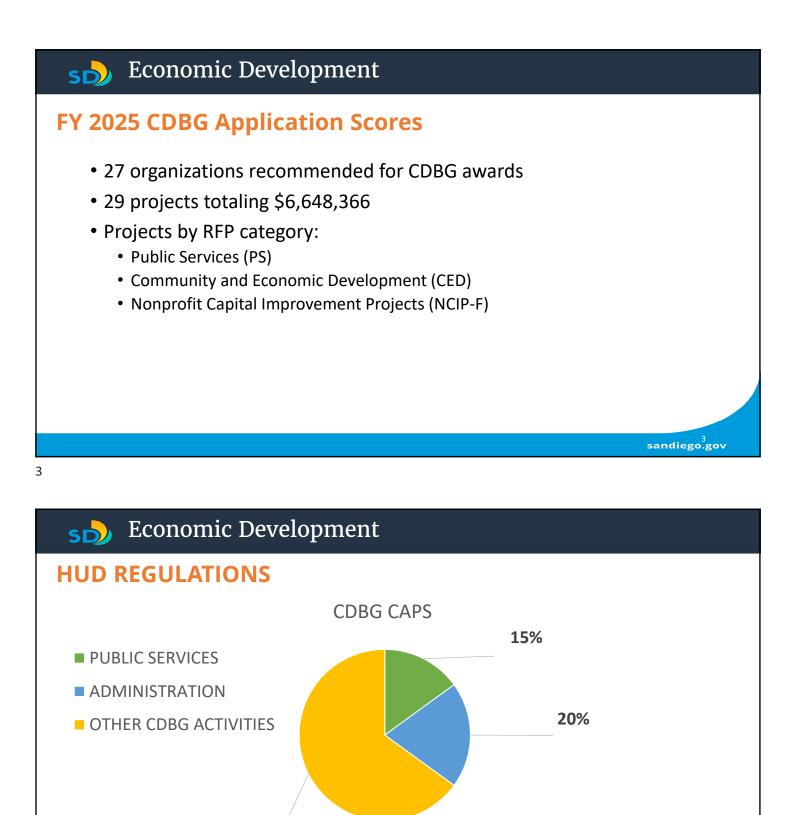
- LASSD filed and settled lawsuits on behalf of clients that experienced source of income discrimination due to having Section 8. One case settled for \$16,950 as well as injunctive relief including fair housing training requirements.
- LASSD filed a HUD complaint on behalf of a client whose reasonable accommodation request to transfer to a different unit was being denied by a federally subsidized housing provider. LASSD settled for partial waiver of back owed rent, transfer to a different property owned by the housing provider, as well as policy changes and training requirements.
- LASSD conciliated with a federally subsidized housing provider to approve a reasonable modification request for necessary bathroom modifications at no cost to the client and without additional conditions.

THANK YOU FOR YOUR CONSIDERATION

Economic Development	
Fiscal Year (FY) 2025 CDBG Request Proposal (RFP) Application Scores 8	
Consolidated Plan Advisory Board March 13, 2024	
	The City of SANDIEGO

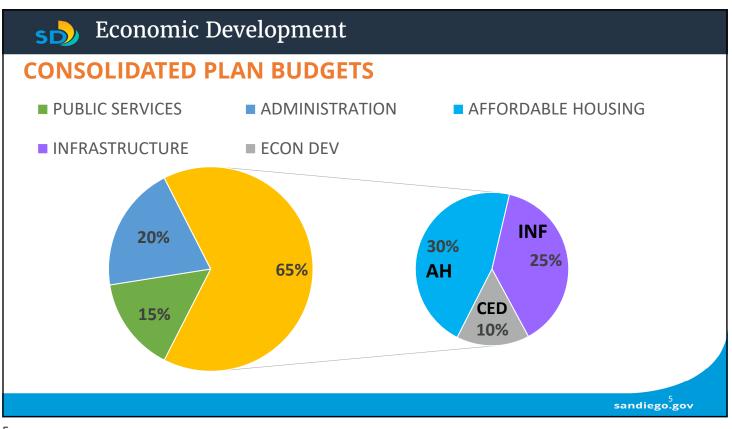


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65%

sandiego.gov



5

S Economic Development

FY 2025 CDBG Funding Overview

Category	Applications submitted	Initial RFP Budget	Updated RFP Budget	Total Requested	Over/Under Budgeted Amount
Public Services	29	\$2,580,000	\$2,580,000	\$4,946,307	-\$2,366,307
Community & Economic Development	10	\$2,600,000	\$2,600,000	\$2,273,790	+\$326,210
Nonprofit Facility Improvements	6	\$3,000,000	\$3,000,000	\$1,905,104	+\$1,094,896
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S Economic Development

FY 2025 Awarded Organizations: Nonprofit Capital Improvement Projects

- Consolidated Plan Goal:
 - Develop vibrant, equitable, and adaptable neighborhoods by investing in public facilities, critical infrastructure, and/or nonprofit facilities that provide increased accessibility, resiliency, and sustainability.

Alliance for African Assistance Center for Community Solutions Family Health Centers of San Diego Inc. Stepping Stone San Diego

sandiego.gov



S Economic Development

Action

Approval of the CPAB's prioritized list of projects to be considered by the City Council for Fiscal Year 2025 CDBG funding and recommendation to the City Council to incorporate the projects into the City's FY 2025 Annual Action Plan

sb) Economic Development

Next Steps

Meeting/Event	Date*
Public Comment Period: Draft FY 2025 Annual Action Plan	April 1 – April 30, 2024
Draft FY 2025 Annual Action Plan Presented to CPAB	April 10, 2024
Community and Neighborhood Services Committee Hearing: Draft FY 2025 Annual Action Plan Hearing*	April 11, 2024
City Council Hearing: Draft FY 2025 Annual Action Plan*	April 22, 2024
FY 2025 Annual Action Plan submitted to HUD *Public hearing dates are tentative and are subject to change	May 15, 2024
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11

