



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved CDA HOUSING OPERATIONS SUBCOMMITTEE

Wednesday, May 13, 2015

4:30 PM

215 Martin Luther King, Jr. Blvd.
Suite 120 (Madison Municipal Building)
Conference Room (First Floor)

CALL TO ORDER / ROLL CALL

Chairperson Zamzow called the meeting to order at 4:45 p.m.

CDA Staff Present: Augie Olvera, Tom Conrad, Deborah Rakowski

Present: 4 - Ellen Judd; Sariah J. Daine; Matthew Heldman and Debbie K. Zamzow

Excused: 1 - Jerome Holliday

1 APPROVAL OF MINUTES

A motion was made by Daine, seconded by Heldman to approve the minutes of February 11, 2015. The motion passed by a voice vote/other.

2 PUBLIC COMMENT / SUGGESTIONS FROM RESIDENT REPRESENTATIVES

Daine provided an updated about the resident association at Romnes. The group has been meeting monthly with the required quorum. In the past, the group has done fundraisers such as selling coffee during elections, which are held in the lobby at Romnes. The group plans to hold elections in September, which need to be verified by an outside group. Olvera suggested that the Community Development Authority (CDA) should work with the group to develop an MOU to be able to receive HUD resident participation funds. Staff and will follow up with the President of the resident association.

3 DISCLOSURES AND RECUSALS

None.

4 [34760](#) HOUSING OPERATIONS MONTHLY REPORT

Olvera presented the monthly report.

Zamzow inquired about the status of the Housing Choice Voucher (HCV) waiting list and issuance of new vouchers. Conrad stated that the CDA is briefing on average 6 families per week from the waiting list. Less than one third of people who are being issued a voucher are already living in a subsidized housing situation. The CDA currently does not have a policy that gives priority to people who are not already subsidized. The group previously discussed this issue and decided that not assigning this housing preference allowed people more choices about where they would prefer to live.

Zamzow inquired about new landlords participating in the program. Conrad stated that there are currently over 500 entities who participate. Conrad stated that the CDA encourages people to find landlords who are not already participating but with the tight housing market it's been much easier for people to go to landlords who are already participating.

Conrad stated that the CDA was awarded an additional 21 Veterans Assistance Supportive Housing (VASH) vouchers for a total of 154 VASH vouchers. Heldman stated that 35 veterans need to be leased up by September 2015 and another 25 veterans need to be leased up by the end of this year. Heldman discussed some changes to the VASH program at the VA, beginning on May 14, 2015. They are as follows:

- Previously there were at least two intake appointments, one at the Veteran's Administration (VA) and one at the CDA. These appointments will be combined into 1 meeting at the VA. The VA caseworker, the CDA VASH worker, and the applicants will all be present at this meeting.
- Intake meetings will happen weekly at the VA with a group of 6 applicants per intake.
- Vouchers will be issued at the intake meeting. Applicants will come to the meeting with the required paperwork and will leave with a voucher.
- The VA will shortly be fully staffed, with a total of 6 case managers and 2 peer supports for the VASH program.
- The VA is changing their case management practices. Veterans who are considered to be stable for at least 1 year will meet with a case manager less than once a month, which allows case managers to spend more time helping veterans who are new to the program find housing.
- Case managers will continue to help the veterans with their housing search.

A motion was made by Judd, seconded by Daine, to approve the monthly report. The motion passed by voice vote/other.

5 [38330](#)

Program Participant Demographics Report

Olvera presented the Program Participant Demographics Report.

Daine inquired about plans for additional elderly housing. Zamzow stated that there not many affordable housing options for people who are 55 years old and older. Olvera stated that there was previously some discussion about additional elderly housing but that now is a good time to raise this issue.

6 [36173](#)

Discussion of Project Based Vouchers

Zamzow presented the following list of recommendations in addition to the current priorities to the CDA Board about the Project Based Voucher (PBV) memo.

1. More consideration should be given to support families of various sizes, specifically 3 and 4 bedrooms but up to 5 bedrooms.
2. Align with partners that offer no or low cost services that benefit the target population such as childcare, transportation, mental health, and/or a service coordinator.
3. Align with partners that would offer first consideration for job placement or offer job seeking services such as resume writing and mentorship.
4. Provide on-site services such as a Joining Forces for Families (JFF) office, Madison Police Department (MPD) office, or a satellite VA office.

A motion was made by Daine, seconded by Heldman, to accept the recommendations as outlined to be presented to the CDA Board. The motion passed by voice vote/other.

7 **ADJOURNMENT**

The meeting adjourned at 5:56 P.M.