

**POLK COUNTY HOUSING TRUST FUND  
BOARD OF DIRECTORS MEETING  
VIA ZOOM**

Friday, August 7, 2020  
10:00 a.m.

Board Members Present:

Angela Connolly, Jane Fogg, Peter Diliberti, Jeff Damman, Frank Cownie, Teree Caldwell-Johnson, Tina Mowry Hadden, Renee Hardman, Chelsea Lepley, Cole McClelland, Mandi McReynolds, Suzanne Mineck, Luis Montoya, Kris Schechinger-camper, Steve Van Oort

Board Members Absent:

Connie Boesen, Creighton Cox, Joelyn Jensen-Marren, Darcy Valline

Guests:

Angie Arthur, Polk County Continuum of Care; Diana Deibler, Deibler & Company

Staff:

Eric Burmeister, Lori Kauzlarich, Lauren Johnson, Kendyl Larson, Mollie Giller, Carol Duncan, Christopher Martin (summer intern)

**Strategic Session**

Eric Burmeister talked about the Strategic Planning Session. The plan is to have the Strategic Planning Session in October with a facilitator for a full day. During October, November and December a new plan would be created for discussion in January 2021 with a final draft ready for approval in February 2021. Pat Boddy has been contacted to facilitate. Pat has good facilitating skills and has agreed to give us a proposal that would not only focus on immediate issues, but long-term planning the next three to five years. Plan to do Strategic Planning work during the month of October. Extra time will be needed at the October 2 Board meeting.

**Business Meeting**

Jeff Damman, Chair, called the Business Meeting to order at 10:18 a.m.

Approve Agenda

Frank Cownie moved to approve the agenda; seconded by Jane Fogg. Motion Carried Unanimously.

Approve June 2020 Public Hearing minutes

Teree Caldwell-Johnson moved to approve the Public Hearing Minutes; seconded by Frank Cownie. Motion Carried Unanimously.

Approve June 2020 minutes

Angela Connolly moved to approve the June Minutes; seconded by Frank Cownie. Motion Carried Unanimously.

Report of Advancement Committee-final campaign results

Mandi McReynolds reported that the 2020 Stable Steady Strong Campaign has been officially closed and that, \$443,000 was raised and with the Principal Financial Legacy Grant of \$200,000, a total of \$643,000 was received.

Mollie Giller, Director of Programs and Supportive Services, stated with the successful campaign of last year she is looking forward to the next year and would like to get the Program and Supportive Services Committee and the Advancement Committee more aligned and will look to the Board for input. She is looking forward to the Board’s perspective and feedback.

Report of the Program and Supportive Services Committee  
Recommend approval of 2020/21 Capacity Building Grants

Jane Fogg reported on behalf of the Program and Supportive Services Committee. \$200,000 was set aside for Capacity Building, \$170,000 was requested, that leaves \$30,000 remaining, and having extra is a good thing. Two applications were received - Anawim Housing and Primary Health Care & PCCoCB. The Committee scored the grants on two criteria: the number of units created and the percentage of affordable units that are 30% or less of AMI. The following table reflects the amount requested and the amount recommended.

Agency	Program	Requested Amount	Recommended Amount
Anawim Housing	Self Sufficiency	\$ 70,000	\$ 70,000
Primary Health Care & PCCoCB	Housing Navigation	\$100,000	\$100,000
<b>TOTAL</b>		<b>\$170,000</b>	<b>\$170,000</b>

The Program and Supportive Services Committee recommends the Board approve the recommended allocations.

Jane Fogg moved to approve the Committee recommendations; seconded by Suzanne Mineck. Motion Carried Unanimously.

Jane Fogg thanked the Advancement Committee for the amazing year doing difficult work under these circumstances. As an organization, we are so grateful. Thank you.

Report of the Development Committee  
Recommendation of Technical Assistance Grant

Technical Assistance funds are designed to help developers and others learn about community housing needs.

The Department of Urban and Community Planning at Iowa State University is preparing to seek a National Science Foundation Grant for the creation of an Iowa Landlord Data Base. In order to increase chances of receiving the grant, ISU would like to create a Landlord Data Base for Polk County as a

pilot project. PCHTF would own the Data Base upon completion and could then update annually.

It is the recommendation of the Development Committee to approve a Technical Assistance Grant to Iowa State University for \$8,022.

Tina Mowry Hadden moved approval; seconded by Teree Caldwell-Johnson. Motion Carried Unanimously.

Report from Christopher Martin, PCHTF Summer Intern

Christopher shared insight to his paper that identifies what factors cause homelessness. (Official title Predictors of Homelessness in Midwestern States: A Multiple Linear Regression Analysis)

Some factors identified that cause homelessness are:

- Race
- Education
- Crime
- Mental Illness
- Substance Use
- Housing Affordability
- Poverty
- Domestic Violence
- Weather Conditions

Using the 2010 Census 27 variables were found and those were narrowed to four that are most influential:

- Institutional (either mental health or corrections)
- Mental Health (co-occurrence with substance abuse)
- Substance Abuse
- Domestic Violence

His full report will be available soon and will be posted to the web site.

This is the kind of information used to determine how to serve and reduce the homeless population and as a community to accomplish our objectives. The funding decisions that are made will be more informed by the work that you have done. Thank you.

The staff was recognized for the work they have done in this difficult time; it is an extremely distressing time for housing on a national level.

With no new business, Teree Caldwell-Johnson moved to adjourn; seconded by Renee Hardman. The meeting adjourned at 10:56 a.m.

The next meeting of the Polk County Housing Trust Fund is scheduled for Friday, October 2, 2020 at 10:00 a.m., via Zoom.

Respectfully submitted,  
Carol Duncan  
Administrative Coordinator  
Polk County Housing Trust Fund