



Columbia Housing Authority
201 Switzler Street
Columbia, MO 65203

CHALIS

CHA Low-Income Services

Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax: 573.443.0051 ♦ www.ColumbiaHA.com

BOARD OF DIRECTORS

*Genie Rogers, Chair
John French
Bob Hutton
Max Lewis
Robin Wenneker*

EXECUTIVE DIRECTOR

Phil Steinhaus

Board of Directors Meeting Agenda

Date: January 16, 2018

Time: 7:00 p.m. *

Place: CHA Administration Building, 201 Switzler Street

* The meeting will begin immediately following the adjournment of the meeting of the Columbia Housing Authority Board of Commissioners which begins at 5:30 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of August 15, 2017 Meeting Minutes
- V. **Resolution 99:** To Authorize the Submission of an Application to the Heart of Missouri United Way 2018 Basic Needs/Safety Net Services Fund to add one (1) part-time CHA Low-Income Services Independent Living Coordinator; and the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.
- VI. **Resolution 100:** To Authorize the Submission of an Application to the Heart of Missouri United Way 2018 Education Services Fund to support the Moving Ahead Afterschool and Summer Program and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.
- VII. **Resolution 101:** A Resolution to Approve the Submission of a FY2018 Community-Based Coalition Enhancement (CARA) Grant to Address Local Drug Crises to the Substance Abuse and Mental Health Services Administration to prevent and reduce the abuse of opioid, methamphetamines and prescription medications among youth aged 12 – 20 in Columbia
- VIII. Adjournment

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. ElTonya Rhoades, Executive Assistant at (573) 443-2556, extension 1122, or TTY Relay at 800-735-2966 at least one working day prior to the meeting.

Media Contact: Phil Steinhaus, Executive Director

Phone: (573) 443-2556

E-mail: www.ColumbiaHA.com >Contact Us >Administration

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.



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CHA Low-Income Services, Inc.

Board of Directors Meeting

August 15, 2017 Open Meeting Minutes

I. Call to Order:

The Board of Directors of CHA Low-Income Services, Inc. (CHALIS) met in open session on August 15, 2017 at the Columbia Housing Authority Administration Building at 201 Switzler St., Columbia, Missouri 65203. Ms. Rogers, Chair, called the meeting to order at 6:38 p.m.

II. Roll Call:

Mr. Steinhaus called the roll:

Present: Genie Rogers, Chair
Max Lewis, Board Member
Bob Hutton, Board Member
John French, Board Member
Robin Wenneker, Board Member

CHALIS Staff: Phil Steinhaus, ElTonya Rhoades, and Becky Markt.

III. Adoption of Agenda:

Ms. Rogers called for a motion to adopt the agenda as presented. A motion was made by Ms. Wenneker. Second by Mr. Lewis. All Board Members voted "aye" and Ms. Rogers declared the agenda adopted as presented.

IV. Approval of the July 18, 2017 CHA-Low Income Services Regular Meeting Minutes

Ms. Rogers called for a motion to approve the July 18, 2017 regular meeting minutes as presented. A motion was made by Mr. Lewis. Second by Mr. Hutton. All Board Members voted "aye" and Ms. Rogers declared the minutes adopted as presented.

V. Resolution 97: A Resolution to approve the submission of a proposal to the City of Columbia, Missouri to supply social services to address issues related to Children, Youth, and Families through the CHA's Moving Ahead Afterschool Program.

Ms. Markt explained that Resolution 97 is a renewal for funding from last year. She said that she hopes that the after school programs are considered.

Ms. Rogers called for further discussion and there was none.

Ms. Rogers called for a motion to approve Resolution 97 as presented. A motion was made by Mr. Hutton. Second made by Mr. Lewis. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Lewis, Wenneker, French, Hutton, Rogers

No: None

VI. Resolution 98: A Resolution to approve the submission of a proposal to the City of Columbia, Missouri to supply social services to address issues related to Children, Youth, and Families through the CHA's Moving Ahead Summer Program.

Ms. Markt explained that Resolution 98 will simply provide funding for the summer program.

Ms. Rogers called for further discussion and there was none.

Ms. Rogers called for a motion to approve Resolution 98 as presented. A motion was made by Mr. Lewis. Second by Mr. Hutton. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Lewis, Wenneker, French, Hutton, Rogers

No: None

VII. Adjournment

Ms. Rogers called for a motion to adjourn the meeting. A motion was made by Mr. Lewis. Second by Mr. Hutton. Ms. Rogers declared the meeting adjourned at 6:47 p.m.

Genie Rogers, Chair

Date

Phil Steinhaus, Executive Director

Date

Certification of Public Notice

I, Phil Steinhaus, Executive Director of CHA Low-Income Services, do hereby certify that on August 11, 2017, I posted public notice of the August 15, 2017 Board of Board Members Meeting and distributed copies of the notice and agenda to the Board of Board Members and the local media. The meeting notice and agenda was also distributed to the public upon request.

The complete agenda packet was available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

Phil Steinhaus, Executive Director

Date



Housing Authority of the City of Columbia, Missouri

CHALIS Board Resolution Staff Memo

To: CHALIS Board of Directors

From: Phil Steinhaus, Executive Director

Date: January 16, 2018

RE: **Resolution 99:** To Authorize the Submission of an Application to the Heart of Missouri United Way 2018 Basic Needs/Safety Net Services Fund to add one (1) part-time CHA Low-Income Services Independent Living Coordinator; and the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.

The Heart of Missouri United Way employs a community impact model to award funding which addresses the four key targets that contribute to poverty: lack of access to education, health, financial stability and basic needs/safety net services. On December 11, 2017 the United Way began soliciting proposals from agencies to provide social services that address issues related to Basic Needs/Safety Net Services.

The Heart of Missouri United Way Basic Need/Safety Net Services fund supports crisis and intervention services, which include:

- Basic needs (food, clothing, shelter, etc.)
- Personal safety services for individuals and families who face threats to their immediate well-being, including, but not limited to domestic violence, child abuse and sexual assault
- A coordinated system of information and referral services

As CHA Low-Income Services supports the full mission of the Columbia Housing Authority which includes helping elderly and individuals living with disabilities to live independently, CHALIS seeks to expand services offered to the elderly populations living in the Oak Tower Apartments. Currently one full-time Resident Services Coordinator serves all residents living in Paquin and Oak Towers. The population requires a high level of service, especially when change occurs, such as recently experienced with the conversion and remodeling of the apartments.

CHA Low-Income Services, Inc. seeks approval to submit an application to the Heart of Missouri United Way in an amount equal to the cost of adding one part-time Independent Living Coordinator who will be designated to serve the individuals living in the Oak Tower Apartments for a period up to two years. The part-time position would provide case management and coordinated service referral to help Oak Tower residents meet basic needs, build a sense of community, and continue to live independently as they adjust to new systems and neighbors.

Staff Recommendation: Adopt Resolution 99 to authorize the submission of an application to the Heart of Missouri United Way 2018 Basic Needs/Safety Net Services Fund to add one part-time CHA Low-Income Services Independent Living Coordinator; and authorize the Execution of the Contract Award Agreement and implementation of the programs as described in the application.



CHALIS

CHA Low-Income Services, Inc.

RESOLUTION #99

A Resolution to Authorize the Submission of an Application to the Heart of Missouri United Way 2018 Basic Needs/Safety Net Services Fund to add one (1) part-time CHA Low-Income Services Independent Living Coordinator; and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.

WHEREAS, the Heart of Missouri United Way invests in services for families and individuals experiencing times of need and seeks to empower them to improve their future; and

WHEREAS, the Heart of Missouri Basic Needs/Safety Net Services Fund supports crisis and intervention services, which include a coordinated system of information and referral services; and

WHEREAS, CHA Low-Income Services, Inc. provides programs and services focusing on youth succeeding, adults and families becoming self-sufficient, individuals living independently, and the development of affordable housing; and

WHEREAS, CHA Low-Income Services, Inc. seeks to offer enhanced supportive services for elderly and individuals living with disabilities living in the Oak Towers Apartments; and

WHEREAS, CHA Low-Income Services, Inc. desires to submit a grant proposal to the Heart of Missouri United Way 2018 Basic Needs/Safety Net Services Fund in an amount equal to the cost of part-time employment for one year, with an option to renew for one year, to hire a part-time Independent Living Coordinator who will support the personal safety, basic needs, and independent living of individuals living in the Oak Towers;

BE IT RESOLVED that the Board of Directors of CHA Low-Income Services, Inc., hereby adopts Resolution #99 authorizing the submission of a grant application to the Heart of Missouri United Way 2018 Basic Needs/Safety Net Services Fund; and

BE IT FURTHER RESOLVED that if the grant application should be approved, Resolution #99 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

Genie Rogers, Chair

Phil Steinhaus, Secretary

January 16, 2018



Housing Authority of the City of Columbia, Missouri

CHALIS Board Resolution Staff Memo

To: CHALIS Board of Directors

From: Phil Steinhaus, Executive Director

Date: January 16, 2018

RE: **Resolution 100:** To Authorize the Submission of an Application to the Heart of Missouri United Way 2018 Education Services Fund to support the Moving Ahead Afterschool and Summer Program and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.

The Heart of Missouri United Way employs a community impact model to award funding which addresses the four key targets that contribute to poverty: lack of access to education, health, financial stability and basic needs/safety net services. On December 11, 2017 the United Way began soliciting proposals from agencies to provide social services that address issues related to Education Services.

The Heart of Missouri United Way Education Services fund supports school readiness, literacy and academic success. Through this funding United Way works to increase the number of youth who:

- Enter school ready to succeed.
- Read proficiently by 3rd grade.
- Make a successful transition in and out of middle school.

As CHA Low-Income Services supports the full mission of the Columbia Housing Authority which includes helping youth succeed, CHALIS seeks to enhance services offered to the students enrolled in its Moving Ahead Afterschool and Summer Program through an intensive early reading program.

The Moving Ahead Program serves 100 children from low income households in grades K – 12. With the first few months of the 2017-2018 school year completed, staff serving grades K – 3 have observed that nearly 50% of the students are below the desired reading level for their grade. The Kindergarten Classroom teacher states that several Kindergarten students are even unable to identify the letters in the alphabet.

With this urgent need, CHA Low-Income Services, Inc. seeks approval to submit an application to the Heart of Missouri United Way for funding to support an intensive and rigorous reading program designed to help students in grades K – 2 achieve third grade reading level by the end of second grade. If approved, the funding would support this with one year of funding, plus two one-year renewal opportunities for a total of 3 years of support. The intensive reading program is being developed in collaboration with the Columbia Public Schools. If funded, programming could begin this summer to prepare children for the 2018 – 2019 school year.

Staff Recommendation: Adopt Resolution 100 to authorize the submission of an application to the Heart of Missouri United Way 2018 Education Services Fund to support the Moving Ahead Afterschool and Summer Program intensive early reading program and authorizing the execution of the contract award agreement and implementation of the programs as described in the application.



CHALIS

CHA Low-Income Services, Inc.

RESOLUTION #100

To Authorize the Submission of an Application to the Heart of Missouri United Way 2018 Education Services Fund to support the Moving Ahead Afterschool and Summer Program and Authorizing the Execution of the Contract Award Agreement and Implementation of the Programs as Described in the Application.

WHEREAS, the Heart of Missouri United Way invests in services for families and individuals experiencing times of need and seeks to empower them to improve their future; and

WHEREAS, the Heart of Missouri Education Services Fund supports school readiness, literacy and academic success with the goals that children and youth enter school ready to succeed, read proficiently by 3rd grade, and make a successful transition in and out of middle school.; and

WHEREAS, CHA Low-Income Services, Inc. provides programs and services focusing on youth succeeding, adults and families becoming self-sufficient, individuals living independently, and the development of affordable housing; and

WHEREAS, CHA Low-Income Services, Inc. through the Moving Ahead Afterschool and Summer Program offers services for children and youth from low-income household to help children and youth succeed academically;

WHEREAS, CHA Low-Income Services, Inc. desires to submit a grant proposal to the Heart of Missouri United Way 2018 Education Services Fund for funding to support implementation of an intensive and rigorous reading program designed to help students in grades K – 2 achieve third grade reading level by the end of second grade;

BE IT RESOLVED that the Board of Directors of CHA Low-Income Services, Inc., hereby adopts Resolution #100 authorizing the submission of a grant application to the Heart of Missouri United Way 2018 Education Services Fund; and

BE IT FURTHER RESOLVED that if the grant application should be approved, Resolution #100 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

Genie Rogers, Chair

Phil Steinhaus, Secretary

January 16, 2018



Housing Authority of the City of Columbia, Missouri

CHALIS Board Resolution Staff Memo

To: CHALIS Board of Directors

From: Phil Steinhaus, Executive Director

Date: March 19, 2013

RE: **Resolution 101:** A Resolution to Approve the Submission of a FY2018 Community-Based Coalition Enhancement (CARA) Grant to Address Local Drug Crises to the Substance Abuse and Mental Health Services Administration to prevent and reduce the abuse of opioid, methamphetamines and prescription medications among youth aged 12 – 20 in Columbia.

Background Information:

The Executive Office of the President, Office of National Drug Control Policy (ONDCP) and the Department of Health and Human Service (HHS), Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Prevention (CSAP) are accepting applications for FY2018 Community-Based Coalition Enhancement Grants to Address Local Drug Crises funded through the Comprehensive Addiction and Recovery Act (CARA). The purpose of this program is to prevent and reduce the abuse of opioid and methamphetamines, and reduce the abuse of prescription medications among youth age 12-20 in communities throughout the United States.

The CARA program was created to enhance the ability of established community organizations to create community-level change; strengthen collaboration among communities, the federal government, state, local, and tribal governments; enhance intergovernmental cooperation and coordination; and develop a comprehensive community-wide action plan to reduce the use of opioids or methamphetamines and the abuse of prescription medications among youth within the area served by the coalition.

CHA Low-Income Service's grant request will be for approximately \$50,000 per year for up to 3 years. The Youth Community Coalition shall operate under CHA Low-Income Services, Inc. to coordinate the services and activities outlined in the grant application and conduct grant activities in accordance with the strategic plan of the coalition. The Youth Community Coalition is experienced in evidenced based programming and prevention. Additionally, the Coalition has a successful history of capacity building in the community and a network of partners and resources to fully complete the strategies of the grant application.

Executive Director Recommendation: Adopt Resolution 101 authorizing the submission of a FY2018 Community-Based Coalition Enhancement (CARA) Grant to Address Local Drug Crises to the Substance Abuse and Mental Health Services Administration to prevent and reduce the abuse of opioid, methamphetamines and prescription medications among youth aged 12 – 20 in Columbia; and authorizing the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application



Housing Authority of the City of Columbia, Missouri

CHALIS

CHA Low-Income Services, Inc.

RESOLUTION 101

A Resolution to Approve the Submission of a FY2018 Community-Based Coalition Enhancement Grant to Address Local Drug Crises to the Substance Abuse and Mental Health Services Administration to prevent and reduce the abuse of opioid, methamphetamines and prescription medications among youth aged 12 – 20 in Columbia.

WHEREAS, the Substance Abuse and Mental Health Services Administration offers Community-Based Coalition Enhancement (CARA) grants to support programs that prevent and reduce the abuse of opioids, methamphetamines, and prescription medications among youth age 12-20 in communities throughout the United States.

WHEREAS, CHA Low-Income Services, Inc. will be the applicant, sub-contractual agency, or organizational partner for the CARA Grant to replicate evidence based strategies among the target population in Columbia, MO.

WHEREAS, the Youth Community Coalition is a community-based coalition of youth and adults, designed to prevent substance abuse, underage drinking, teen pregnancy, and teen homelessness, and seeks to build capacity among community organizations to address these issues; and

WHEREAS, the Youth Community Coalition shall operate under CHA Low-Income Service, Inc. to coordinate the services and activities outlined in the grant application, sub-contract, or partnership and conduct those activities in accordance with the strategic plan of the coalition; and

BE IT FURTHER RESOLVED that the Board of Directors of CHA Low-Income Services, Inc., hereby adopts Resolution 101 authorizing the submission of a CARA grant application up to \$50,000 per year, for up to three years, to the Substance Abuse and Mental Health Services Administration; and

BE IT FURTHER RESOLVED that if the CARA grant application should be approved, Resolution 101 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

Genie Rogers, Vice Chair

Phil Steinhaus, Secretary

January 16, 2018