

Board of Directors Meeting Agenda

Date: August 21, 2018

Time: 6:30 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 March 20, 2018 Meeting Minutes
- V. **Resolution 103:** To Authorize the Submission of a FY2019 Social Services Funding Application to the City of Columbia, Missouri to Support the Money Smart Financial Literacy Program and the Independent Living Program; and authorize the Execution of the Contract Award Agreement and Implementation of Each Program as Described in the Social Services Funding Application.
- VI. Adjournment

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. LaShonda Wallace, 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

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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.



Columbia Housing Authority
201 Switzler Street
Columbia, MO 65203

CHALIS

CHA Low-Income Services

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BOARD OF DIRECTORS

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

EXECUTIVE DIRECTOR

Phil Steinhaus

CHA Low-Income Services, Inc.

Board of Directors Meeting

March 20, 2018 Open Meeting Minutes

I. Call to Order:

The Board of Directors of CHA Low-Income Services, Inc. (CHALIS) met in open session on March 20, 2018, at the Columbia Housing Authority Administration Building at 201 Switzler St., Columbia, Missouri 65203. Ms. Rogers, Chair, called the meeting to order at 8:03 PM.

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, CEO
LaShonda Wallace, Executive Assistant
Andrea Tapia, Director of Housing Programs
Becky Markt, Director of Resident Services
Laura Lewis, Director of Affordable Housing Operations
Mary Harvey, Director of Finance

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 January 16, 2018 CHA-Low Income Services Regular Meeting Minutes

Ms. Rogers called for a motion to approve the January 18, 2018, regular meeting minutes as presented. A motion was made by Mr. Hutton. Second by Mr. Lewis. All Board Members voted "aye" and Ms. Rogers declared the minutes adopted as presented.

V. **Resolution 102:** To authorize the submission of a Drug-Free Communities Support Program grant application to the Department of Health and Human Services to establish and strengthen collaboration in communities to prevent substance use among youth and authorizing the execution of the contract award agreement and implementation of the program as described in the funding application.

Ms. Markt explained that this grant funding would help establish and strengthen collaboration among communities, private nonprofit agencies, and federal, state, and local governments to support the efforts of community coalitions to prevent and reduce substance abuse among youth.

CHA Low-Income Service's request will be for approximately \$625,000 over five years to fund the activities of the Boone County Coalition to Prevent Substance Use, a new coalition formed in 2015 to combine the work of the Youth Community Coalition with newly developing efforts in five additional Boone County Communities.

Ms. Rogers called for further discussion.

Mr. French would like to attend as a visitor at one of Youth Community Coalition meetings. As well as receive a progress report in the future.

Ms. Rogers called for a motion to approve Resolution 102 as presented. A motion was made by Mr. Hutton. Second made by Mr. French. 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. Hutton. Second by Mr. Lewis. Ms. Rogers declared the meeting adjourned at 8:30 PM.

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 March 16, 2016, I posted public notice of the March 20, 2018, 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: August 21, 2018

RE: **Resolution 103:** To Authorize the Submission of a FY2019 Social Services Funding Application to the City of Columbia, Missouri to Support the Money Smart Financial Literacy Program and the Independent Living Program; and authorize the Execution of the Contract Award Agreement and Implementation of Each Program as Described in the Social Services Funding Application.

CHALIS is planning to submit two applications for social services funding to the City of Columbia for the following programs:

- Money Smart Financial Literacy Program\$5,000
- Independent Living Program.....\$7,000

Each funding application will be for a three-year funding cycle. Additional information on each program is included below.

Money Smart Financial Literacy Program

Financial education fosters economic stability for individuals, families, and entire communities. The more people know about credit and banking services, the more likely they are to clean up their bad credit, increase savings, buy homes, and improve their financial health and well-being. The Money Smart curriculum helps individuals build financial knowledge, develop fiscal confidence, and use banking services effectively.

The FDIC created the Money Smart training program to help adults outside the financial mainstream enhance their money skills and create positive banking relationships. CHALIS' Money Smart program is a series of financial education classes designed to assist participants with developing money management skills. Its goals include promoting self-sufficiency and homeownership.

Money Smart helps participants clean up their bad credit and work towards saving a down payment for homeownership. CHALIS offers the program free of charge to all low-income residents of Columbia and Boone County.

Money Smart participants meet once weekly for 10 consecutive weeks, and each weekly class for 60 – 90 minutes. In addition to classes, individuals have the opportunity to review their credit reports and scores from each of the three credit reporting agencies (Equifax, Experian, and TransUnion). Participants may also choose to meet one-on-one with the instructor to discuss ways of improving or maintaining their scores.

The CHALIS' Money Smart Facilitator conducts five 10-week sessions each year with an average of 20 graduates per session. The 10 Money Smart weekly modules include:

- Bank On It (an introduction to bank services)

- Borrowing Basics (an introduction to credit)
- Check It Out (how to choose and keep a checking account)
- Money Matters (how to keep track of your money)
- Pay Yourself First (why should you save, save, save)
- Keep It Safe (your rights as a consumer)
- To Your Credit (how your credit history will affect your credit future)
- Charge It Right (how to make a credit card work for you)
- Loan To Own (know what you are borrowing before you buy)
- Your Own Home (what homeownership is all about)

CHA's funding request for the Money Smart Financial Literacy Program will be \$5,000.

Independent Living Program

The Independent Living Program exists to help CHA residents – who are elderly and/or have disabilities – to live independently as long possible and to prevent premature and unnecessary institutionalization. CHA provides affordable housing for a large population of residents with disabilities, elderly tenants, and near-elderly renters at Oak Towers, Paquin Tower, and other sites.

The goal of the Independent Living Program is “to create partnerships provide collaborative supportive services to assist public housing residents who are elderly and/or have disabilities to live independently as long possible and to prevent premature and unnecessary institutionalization.”

The Independent Living Coordinator is a social service position created in December 2006 to develop and enhance the effectiveness of links among supportive services deemed necessary for independent living and elderly public housing residents, as well as those with disabilities. The coordinator arranges a broad spectrum of services for residents, which includes, but is not limited to:

- Educating residents and housing management staff on elderly and disabled service coordination
- Providing formal case management
- Assessing individual service needs
- Helping determine eligibility for public services
- Linking residents with needed supportive services in the general community
- Monitoring the provision of services
- Acting as an advocate for CHA's residents in dealing with community service providers

...to prevent premature and unnecessary institutionalization and to enable residents to stay in their home and community as long as possible.

CHA's funding request for the Independent Living Program will be \$7,000.

Staff Recommendation: Adopt Resolution 103 approving the submission of a funding application to the City of Columbia, Missouri for FY2019 to support the Money Smart Financial Literacy Program and the Independent Living Program, and authorizing the execution of the contract award agreement and implementation of each program as described in the social services funding application.



Housing Authority of the City of Columbia, Missouri

CHALIS

CHA Low-Income Services, Inc.

RESOLUTION #103

To Authorize the Submission FY 2019 Social Services Funding Applications to the City of Columbia, Missouri to Support the Money Smart Financial Literacy Program and the Independent Living Program and Authorizing the Execution of the Contract Award Agreement and the Implementation of Each Program as Described in the Social Services Funding Application.

WHEREAS, the Housing Authority of the City of Columbia, Missouri believes that services promoting family self-sufficiency and independent living are very important in assisting low-income households, the elderly, and persons living with disabilities; and

WHEREAS, CHA Low-Income Services, Inc. seeks to help develop additional community resources to help families work toward self-sufficiency, and the elderly and persons with disabilities live as independently as possible.

THEREFORE BE IT RESOLVED that the Board of Directors of CHA Low-Income Services, Inc. adopts Resolution 103 authorizing the submission of social services funding applications to the City of Columbia, Missouri for FY2019 seeking support for the Money Smart Financial Literacy Program in the amount of \$5,000; and the Independent Living Program in the amount of \$7,000.

BE IT FURTHER RESOLVED, that if the application be approved, this Resolution authorizes the execution of the Contract Award Agreement and implementation of each community support program as described in the social services funding application.

Bob Hutton, Chair

Phil Steinhaus, Secretary

Adopted August 21, 2018