

Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chairperson Donna Bogan, Vice Chairperson Tom Abbott Ray Barnett A. Raymond Varney, Jr.

Meeting Date:	March 13, 2017	
Members Present:	Councilor Abbott Councilor Barnett Councilor Bogan Councilor Lauterborn Deputy Mayor Varney	Members Absent: None
Guests/Staff:	Julian Long, Community Developmen Jennifer Marsh, Economic Developmen Todd Marsh, Welfare Director Kathy Crompton, Community Action Susan Ford, My Friend's Place Pamela Thyng, Community Partners Richard Wagner, AIDS Response Sead Jenny Sheehan, Court-Appointed Spekerry Norton, Hope on Haven Hill Joe Hannon, Hope on Haven Hill Tracey Donaldson, Dover Adult Learning Coulie Reynolds, Cornerstone VNA Donald Capoldo, The Homemakers Homeless Center for Str. Ryann Jabre, Homeless Center for Str. Ryann Jabre, Homeless Center for Str. Martha Jo Hewitt, Tri-City Co-op Robin Brown, Maple St. Magnet Scholauren Krans, Rochester Recreation Martha Stone, Cross Roads House Allie Joseph, MY TURN Rad Nichols, COAST	Partnership of Strafford County coast cial Advocates of New Hampshire ling Center enter ealth Services nty rafford County

Councilor Lauterborn called the meeting to order at 7:00 p.m. Motion was made by Councilor Bogan and seconded by Councilor Barnett to approve the January 9, 2017 minutes. The minutes were approved unanimously.

PUBLIC INPUT	There was no public input.
CDBG PRIOR YEAR FUNDS –	Ms. Marsh explained that there are several businesses interested in

JOB Loan Program

applying for Job Opportunity Benefit (JOB) loans but, due to a \$100,000 loan to Trigger Devils, the JOB Loan Revolving Fund is now below \$100,000. Therefore, the Economic Development Office has requested that \$25,374.77 in prior year unexpended CDBG funds be allocated to the JOB Loan Program revolving loan fund.

Motion was made by Councilor Varney and seconded by Councilor Bogan to recommend that the \$25,374.77 in unexpended prior year CDBG funds be allocated to the JOB Loan Program revolving loan fund. The motion passed unanimously.

FY 17-18 GRANT APPLICATION PRESENTATIONS

Ms. Crompton presented for the Community Action Partnership of Strafford County (CAP). CAP has applied for general city funding and for CDBG funding for its weatherization program. Ms. Crompton stated that CAP has served 3,900 residents in the current fiscal year. Councilor Varney asked whether CAP has spent most of its CDBG weatherization grant this year, and Ms. Crompton replied that almost the entire grant has been expended and that CAP is on track to meet its goals for the year.

Ms. Ford presented for My Friend's Place, which is requesting CDBG funds to support its homeless shelter services. Ms. Ford stated that My Friend's Place's services save the City's welfare department about \$40,000 a year, as without these services the welfare department would have to place people in motels. Councilor Lauterborn mentioned that the HUD proposed budget calls for elimination of all CDBG funding. Mr. Long added that the proposal also calls for the eliminated CDBG funds to be replaced with non-HUD funds from an as yet unidentified source. Ms. Ford stated that the region's needs for homeless services have been going up, not down, and that all of the region's shelters have been running over capacity.

Ms. Thyng presented for Community Partners, which is requesting CDBG funds to support its rental assistance program for people with disabilities and mental illnesses. Ms. Thyng mentioned that the average monthly disability benefit is barely over the poverty line. (The handout from Community Partners is attached to the meeting minutes.)

Richard Wagner presented for AIDS Response Seacoast, which is requesting CDBG funds to support its case management services, including rental assistance. Mr. Wagner stated that twenty percent of AIDS Response Seacoast's clients are from Rochester, the largest group by city/town. He also stated that one hundred percent of Rochester clients are extremely low income.

Ms. Sheehan presented for Court Appointed Special Advocates of New Hampshire (CASA), which is requesting CDBG funds to support its guardian ad litem services for abused and neglected children. Ms. Sheehan explained that, if CASA is not able to provide volunteers, private guardians ad litem must be hired for \$60 per hour.

Ms. Norton and Mr. Hannon presented for Hope on Haven Hill, which is requesting CDBG funds for a second full-time case manager to provide services to pregnant women and new mothers with substance use disorders. Ms. Norton stated that Hope on Haven Hill also provides case management services to non-resident clients and that case management reduces hospitalizations. Mr. Hannon spoke on the importance of follow-up and reintegration into the community for substance abuse recovery. Councilor Lauterborn asked whether there were state or federal funding sources available for case management services, and Mr. Hannon replied that the state is still deciding on what services state substance abuse recovery funding can be used.

Ms. Donaldson presented for Dover Adult Learning Center (DALC), which is requesting CDBG funding for its high school equivalency testing program. Ms. Donaldson stated that in addition to preparing students to take the HiSET, DALC also assists students in finding suitable employment. Mr. Maskell, a current DALC student, shared that DALC's staff has made it possible for him to complete his high school equivalency and prepare to go to school to become a plumber.

Ms. Reynolds presented for Cornerstone VNA, which is requesting general city funds for its medical and home care services. Ms. Reynolds stated that Cornerstone VNA provides home care, telehealth programs, hospice and palliative care, and perinatal care. She also mentioned that the organization is seeing decreased funding from Medicare and a regional nursing shortage. (The handout from Cornerstone VNA is attached to the meeting minutes.)

Mr. Capoldo presented for the Homemakers Health Services, which is requesting general city funds for its medical and home care services. Mr. Capoldo stated that in the current year the Homemakers has served 201 Rochester clients, seventy-two percent of whom are low income. (The handout from the Homemakers is attached to the meeting minutes.)

Mr. Currier presented for the YMCA of Strafford County, which is requesting CDBG funds to fund summer camp scholarships for homeless youth. Mr. Currier stated that the YMCA provided eleven scholarships last year and hopes to provide 50 for the upcoming year. Councilor Lauterborn asked how the YMCA determines whether a potential camper is homeless, and Mr. Currier stated that the YMCA coordinates with multiple social services agencies and the Rochester School Department.

Ms. Struble presented for the Homeless Center for Strafford County, which is requesting CDBG funds for its homeless shelter services. Ms. Struble stated that the shelter plans to expand its operational months to cover the entire school year and, eventually, be open year-round. The shelter also will be exploring a capital campaign to relocate nearer to the city's downtown. Ms. Jabre, a current resident of the shelter, spoke on how the shelter has provided her and her family of six with shelter and assistance in obtaining benefits and employment. (The letter read by Ms. Jabre is attached to the meeting minutes.)

Ms. Hewitt presented for Tri-City Co-op, which is requesting CDBG funds to build a music room within their building to serve clients with mental illnesses. Ms. Hewitt stated that the organization has a total membership of 300 persons, many of whom are Rochester residents.

Ms. Brown presented for Maple St. Magnet School, which is requesting CDBG funding to build an outdoor classroom. Ms. Brown stated that the school is located in an underresourced neighborhood and the outdoor classroom would be open for the entire neighborhood. Councilor Lauterborn asked if the school is located within an eligible low-moderate income census tract, and Mr. Long confirmed that it is. Councilor Bogan asked whether the project could be covered by parental volunteers or PTA funding. Ms. Brown replied that the school has a lot of parental involvement but is too small to cover a project of this size. Councilor Varney asked whether the project has only been submitted for CDBG consideration or also is included in the School Department's CIP budget. Ms. Brown said it is not in the CIP budget.

Ms. Krans presented for the Rochester Recreation Department, which is requesting CDBG funding to install lights at the tennis courts located at the Community Center. Ms. Krans stated that several community members have suggested this project over the years. Councilor Bogan asked if CDBG funds could be combined with other funds for the project, and Mr. Long said that they can. Councilor Bogan asked whether the project could occur in stages with just a few courts completed at a time. Ms. Krans said it is possible, but the main cost is electricity set-up, which has to occur in one single step. Councilor Varney suggested that the Recreation Department look into bonding the project.

Ms. Stone presented for Cross Roads House, which is requesting CDBG funds to provide homeless shelter services. Ms. Stone stated that Cross Roads House served 555 people last year, 78 of them from Rochester. Ms. Stone also stated that Cross Roads House is the

largest of the region's shelters and is operating at thirty percent over capacity.

Ms Price presented for the Rochester Housing Authority, which is requesting CDBG funding to install solar panels on a building housing elderly residents. Ms. Price explained that the building has high utility costs. The project would install 100 solar panels, with anticipated costs savings of \$6,200 per year. Councilor Abbott asked whether the costs are for individual units, and Ms. Price replied that this covers the common spaces as individual units' utilities are paid for by the residents.

Ms. Joseph presented for MY TURN, which is requesting CDBG funding for its vocational services for low-income youth. Ms. Joseph stated that the funding would cover tuition assistance and mentioned that several MY TURN clients have been placed in paid internships with local restaurants.

Mr. Nichols presented for the Cooperative Alliance for Seacoast Transportation (COAST), which is requesting general city funds for public transportation services. Mr. Long stated, in the interests of transparency and in compliance with the CDBG conflicts of interest policy, that he has been appointed as an alternate member of the COAST board of directors, representing the City of Rochester. Mr. Nichols mentioned that there had been a fifty-six percent increase in Rochester boardings. Councilor Varney asked if any new bus shelters are planned, such as at Granite State Business Park, and Mr. Nichols said a few more shelters are under consideration.

DRAFT FY 17-18 CDBG ANNUAL ACTION PLAN

Councilor Lauterborn and Councilor Varney requested that the grant application summaries be revised to reflect current-year request, FY 2016-2017 award, and FY 2015-2016 award before they are submitted for inclusion in the City Council agenda packet. Mr. Long stated that he would do so.

Mr. Marsh stated that all of the grant applications are worthy projects. He emphasized the importance of the homeless shelters' work, however, for the city generally and for the welfare department specifically. Mr. Marsh explained about how the welfare office and the shelters interact and coordinate services.

Councilor Lauterborn suggested that, for the FY 2018-2019 grant cycle, the timeline be moved up a month to avoid issues if there are meeting cancellations due to winter snow storms. Mr. Long stated he would attempt to rearrange the timeline this way.

The Committee decided to recommend general city funding in the

following amounts:

Rochester Main Street: \$35,000, out of the Economic Development

Office's budget

Community Action Partnership of Strafford County: \$9,000

Cornerstone VNA: \$28,826 **The Homemakers:** \$11,272

COAST: \$118,527

The Committee decided to recommend CDBG funding in the following amounts:

Homeless Center for Strafford County: \$8,000

MY TURN: \$4,541.90 SHARE Fund: \$4,000

Dover Adult Learning Center: \$4,000

My Friend's Place: \$5,000 Cross Roads House: \$5,000

Court Appointed Special Advocates of New Hampshire: \$2,000 Community Action Partnership of Strafford County: \$50,000

Rochester Recreation Department – Tennis Court Lights: \$91,014.90

Councilor Varney commented that, as CDBG funding decreases, alternate funding sources for the homeless shelters will need to be identified. Councilor Bogan and Councilor Barnett concurred.

Motion was made by Councilor Varney and seconded by Councilor Bogan to approve the above general city funding recommendations, to be submitted to the City Council for its review and approval, and to approve the above CDBG funding recommendations as part of the draft FY 2017-2018 CDBG Annual Action Plan, to be submitted to the City Council for its review and approval. The motion passed unanimously.

WORKFORCE HOUSING CHARRETTE

Councilor Lauterborn asked whether a specific project has to be already selected in order to do the charrette. Councilor Bogan stated that she believes the Workforce Housing Coalition will assist a host community in identifying potential project sites. Councilor Abbott shared his conversation with colleagues in Barrington, who have recently done a workforce housing charrette.

Councilor Lauterborn suggested that the possibility of a workforce housing charrette be placed on a fall 2017 meeting agenda for further discussion, as the Workforce Housing Coalition is already selecting communities from the applications it has received. Mr. Long stated he would do so.

PROJECTS PROGRAM REPORT

Mr. Long gave a brief update on the CDBG program, including the status of the Tri-City Co-op HVAC project, the Homeless Center for Strafford County's generator project, and the swearing in of Dr. Ben

	Carson as new HUD secretary. Mr. Long also gave a brief overview of recent non-CDBG grant work, including the award of a Certified Local Government grant for the development of historic district design guidelines, submission of a HUD lead remediation program grant application, and submission of an EPA brownfields grant application to remediate contamination at the former Advanced Recycling site.
OTHER BUSINESS	There was no other business.

Motion to adjourn was made by Councilor Bogan and seconded by Councilor Abbott. The vote to adjourn was unanimous. The meeting was adjourned at 9:45 p.m.

Next Meeting – Monday, April 10^{th} , 2017 at 7 p.m. in the City Council Conference Room at City Hall **Topics** – CDBG Projects Program Report

Rochester Community Development Block Grant (CDBG) Rent Assistance

Community Partners is designated by the State of New Hampshire as the Community Mental Health Center and Area Agency for Developmental Services (DS) in Strafford County. In 2014, Community Partners was designated as the ServiceLink provider for Strafford County. Community Partners' Rochester CDBG Program will be an essential component of our efforts to prevent homelessness and ensure sustainable housing for our consumers. This program directly aligns with the Rochester CDBG program priority of assistance to the homeless, and support for the population at risk of homelessness.

Over the past 13 years, with Dover CDBG support, we have been able to impact nearly 325 individuals in Dover, aiding them in securing permanent and affordable housing.

We are requesting \$10,000.00. We are projecting to assist at least 10 families or individuals in the upcoming year.

Funds are used to provide Security Deposit/First month's rent to individuals and families with mental illness or developmental disabilities who are homeless or at risk of homelessness to assist them in obtaining and maintaining permanent housing who are current residents of Rochester or moving to Rochester. These individuals are clients of Community Partners.

All program participants will work with Case Managers to ensure placement in sustainable, affordable housing. Participants also receive vocational supports, assistance in accessing benefits (Section 8, Fuel Assistance, Social Security Disability, Medicaid, TANF, food stamps etc.), and referral to outside community supports.

CDBG funds are a critical piece of Community Partners services. Persistently high rental rates in Strafford County and Rochester (\$877 for 1 Bed Room \$1,026 for 2 BR in Strafford County area) make affordable housing impossible for vulnerable populations.

The majority of CP clients are reliant on Social Security benefits as many are unable to work due to disability. In early 2016, the <u>average monthly disability benefit in the US was \$1,146</u> - barely enough to keep an individual above the poverty level.

The prohibitive cost of housing can exacerbate symptoms of mental illness or increase distress for people with developmental disabilities and leads to high rates of homelessness of people living in substandard housing.

<u>Providing a specialized funding stream, such as CDBG, to assist this population with securing housing alleviates the burden on Rochester Welfare Department, leaving funds for the general public.</u>

This request directly <u>aligns</u> with the Rochester CDBG program priority of assistance to the <u>homeless</u>, and <u>support for the population at risk of homelessness</u>. Our proposed CDBG program offers assistance to very low income renters, aiding them in securing decent, affordable housing and maintaining a suitable living environment.



January 13, 2017
Julian L. Long
Community Development Coordinator/Grants Manager
Office of Economic & Community Development
31 Wakefield Street
Rochester, NH 03867

Dear Mr. Long:

We deeply appreciate your ongoing support of Cornerstone VNA, a non-profit home health and hospice care organization serving Strafford, Belknap, Carroll and Rockingham Counties in NH and York County in ME. It is our privilege to continue providing trusted, compassionate and expert health care to members of your community and we are pleased to share the following service statistics from 2016 as well as program updates.

	Rochester	Strafford County	Total Service Area
Home Care/Perinatal	20406	40096	54037
Hospice Care	627 1	11 987	14316
Life Care	4564	9091	9304
Palliative Care	82	248	298
Total	31323	61422	77955

Being mission driven, we are committed to bringing services to people of all ages regardless of their ability to pay, so that families can stay together at home, even when facing the challenges of aging, surgical recovery, chronic or life-threatening illnesses or end of life care. We provide skilled nursing, physical, occupational and speech therapies, social work, and volunteer & support services through five distinct programs:

HOME CARE: As a full service home health care organization, Cornerstone VNA provides services 24 hours a day, 7 days a week. Home Care consists of Skilled Nursing, Licensed Nursing Assistants, Rehabilitation Services and Medical Social Workers. In order to best serve the needs of our patients, our team includes specialized clinicians who are certified in Wound, Ostomy and Incontinence Care, Diabetes Management and Education, Intravenous Therapy, Mental Health, Chronic Care, Gerontology, Pediatrics and Maternal Wellness, and Health Coaching. We also provide a Behavioral Health Program, Balance Therapy and Fall Prevention Program as well as an Educational Series for community members and health care professionals. Specialty services include a sophisticated Telehealth Program for patients with chronic illnesses and Smart Care, an emergency response and communication system for patients and their families.

HOSPICE CARE: Hospice is a holistic approach to caring for people with a life limiting illness with a focus on providing the greatest quality of life until the end of one's life. The goal of our hospice program is to provide physical, emotional and spiritual comfort to the patient as well as grief support and bereavement counseling for their family and caregivers. Hospice is not a place, it's a concept of care that is provided anywhere a patient calls home such as in a private residence, skilled nursing facility, assisted living facility or hospital.

PALLIATIVE CARE: Palliative Care is specialized medical care for people with a serious illness. Its focus is on providing patients relief from the symptoms of a complex illness. It is appropriate at any age and at any stage of a diagnosis such as cancer, dementia, heart disease, lung disease, or any illness that causes distressing symptoms. The primary goals of the Palliative Care Program are to improve the quality of life for both the patient and their family and decrease the need for emergency room visits or re-hospitalizations.

LIFE CARE – Private Duty: Life Care is a private duty program providing a full array of services. The goal of this program is to help individuals live in their home and community safely, independently and comfortably. Whether someone has had a surgery, accident or living with a chronic health condition, Life Care staff create an individualized program to address short-term or long-term health needs. Life Care offers flexible scheduling from as little as 1 visit per week to 24 hour care. **COMMUNITY CARE:** At Cornerstone VNA we are not only committed to making people well, we are committed to the health and wellness of the community. We offer monthly health clinics to monitor blood pressure, blood sugar and cholesterol, and provide immunizations and medication, diet and nutritional counseling from a Certified Health Coach and Wellness Nurse.

DELIVERING HIGH QUALITY CARE

As a non-profit organization, our greatest challenge, along with the reduction in Medicare reimbursements and rising costs of operation, is having the funding available to advance our mission and to reach those in need of our programs and services. As healthcare trends are moving care back into the home, no matter the degree of a patient's illness, the level of skill needed has become increasingly important. As a result, Cornerstone VNA continues to invest in certifying our clinicians to ensure excellence and implement new technology to create efficiencies and better meet the needs of our patients. Although the future of home health care will be challenging due to changing payment models, the aging population and the shortage of health care professionals, funding from local towns help Cornerstone VNA continue serving residents in need while working to meet those challenges. We are pleased to share our accomplishments over the past year:

- The Technology Team identified a sophisticated telehealth system to better meet the needs of our patients. Implemented in January 2016, the new telehealth units have wireless connectivity, video capabilities and an improved patient education component. During the first few months of implementation, Cornerstone VNA experienced a 60% reduction in congestive heart failure hospital readmissions for patients that were on the telehealth program.
- Cornerstone VNA implemented a record document management system, allowing all documents to be stored within the electronic medical record and eliminating the need to print documents. This system also provides improved process efficiencies.
- The clinician's mode of documenting was upgraded from a laptop computer to an **iPad**. This helps to create a more efficient documentation system.
- Cornerstone VNA launched a special series to support caregivers called Caregivers Connect. Our
 goal with Caregivers Connect is to connect people with important information, resources and support
 to help them on their caregiving journey.
- The Kiddie Cornerstone Fund was recently established so that our pediatric nurses can bring small gifts to their young patients to help foster positive relationships, ease anxiety and bring smiles to their faces. Funding will also support families in need during the holidays and gas cards will be distributed to families to assist with travel expenses to and from the hospital for medical appointments.

The impact of your support is significant! Your continued investment in our organization enables us to provide care to your residents, regardless of their ability to pay for services and to purchase special equipment for patients in need. Along with access to care, your support funds free community clinics, patient education and allows us to launch innovative program and services. Thank you for your support.

Respectfully, Juhi a. Respolde

Julie Reynolds, RN, MS Chief Executive Officer

Cornerstone VNA

The Homemakers'

- Thank you for 14 years of funding our Home Support and Personal Care Service Provider Programs. These programs provide:
 - Light Housekeeping
 - o Laundry
 - Shopping
 - Meal Preparation
 - o Alzheimer's Respite
 - Safety Oversight
- 201 Rochester residents served last year
 - Of those, 144, or 72% were of low/moderate income
- Sliding fee allow for reduced barriers to access care and these community donations in our county help us help our low income elders.
- We are the only agency that participates in this program in the county so we save all our communities a considerable expense as we keep our clients in their homes rather than using community health care facilities.
- Rochester has our largest client base and we believe that is not just because we are housed in Rochester, but because Rochester does a great job of letting its residents know we are here to serve. We consider ourselves vital to public health and safety...as vital as the police and fire...so thank you.
- We subsidized over 176k in Rochester alone last year.
- 2,554 hours of care in Rochester last year:

Ryann Jabre 10 Rochester Neck Road, Rochester, NH 03839

March 13, 2017

Rochester Planning Board City of Rochester, New Hampshire 31 Wakefield Street Rochester, NH 03867

Dear Planning Board Members:

I am writing in support of the Homeless Center for Strafford County's request for CDBG funding for FY 2017-2018.

My name is Ryann Jabre. I have a husband and four children, ages 5, 8, 11, and 12. Our family is from this area of New Hampshire. We moved to Texas for two years, to be closer to several of our family members, and with the hope of getting some support from them in our struggle to stay on our feet financially. We received no help in Texas, either from family or from the State of Texas, so we moved back to this area of New Hampshire. We initially stayed with a friend, but after only a few weeks, our friend said she could no longer accommodate our family.

We got into the Homeless Center's emergency shelter on December 7, 2016, where our family has been living since then. Two of our four children have special needs and require a substantial amount of support from us, as well as from professionals in the community. When we first got to the shelter, my husband was unemployed. I stay home and take care of our children. We had no medical insurance, no medical or dental care, no mental health assistance, no cash assistance from the state, and no food stamps.

The day after we arrived at the shelter, the Case Manager began meeting with us to assess our needs as a family and how the Homeless Center could help us get back the services we needed. During our first meeting with the case manager, we made a case management plan. The case manager helped us fill out paperwork for food stamps, medical insurance for our family members, and housing applications. The Case Manager helped get our kids signed up for school and coordinated with the schools to arrange for the school buses to pick up our children at the shelter. Since coming to the shelter, my husband has found a job.

In addition to the assistance I just described, the Homeless Center's Case Manager assisted us with:

- Getting a voucher for my husband from the Salvation Army, so he could get uniforms for work.
- Giving us rides to doctor's appointments
- Giving us rides to school IEP meetings and advocating for us and our children in those meetings.

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- Helping me and advocated for me with my doctors
- Babysitting some of our children, so I could bring one of my children to doctor's appointments
- Picking up prescriptions for us at the pharmacy when I couldn't get there on my
- Bringing one of my sons to a doctor's appointment when I couldn't take him myself, because I had to stay at the shelter and take care of my other three children.
- Helping us fill out paperwork for our application for social security benefits for our children
- Getting me free bus passes, so I could get to the Social Security office in Portsmouth. When I missed the bus to get back to the shelter, she drove to Portsmouth to pick me
- When my husband first started his job, we had no money for gas, so the Case Manager wrote a letter to WomenAid asking for them to assist us with gas, which they did.

Since we have been at the shelter, my husband got a job. We are now receiving food stamps and have medical insurance for our whole family. We have medical care and for those in our family who need it, they have mental health care. We have some money saved to use toward finding permanent housing. Additionally, we were accepted into the Homeless Center's Transitional Housing Program, where we can live for 18-24 months until either we get subsidized housing or better yet, we are able to get back on our feet and pay full market rent. We moved into a three bedroom transitional housing unit this past weekend.

Our goal is to never have our family be homeless again. Without the assistance of the Homeless Center, our family would be homeless, and would not be as far along as we are now in getting the assistance we need, and doing the things we need to do, to get back on our feet.

We have previously stayed in other homeless shelters, and have not received the level of assistance that we have gotten at the Homeless Center. My husband and I strongly support the Homeless Center's request for funding, so that they can continue providing these needed services to people like us.

Yours very truly,
Ryann Jabre