MINUTES OF THE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ADVISORY COMMITTEE
MAY 20, 2021

The Community Development Block Grant Advisory Committee of the City of Moore, Oklahoma held a meeting on May 20, 2021 in the Council Chambers, Moore City Hall, 301 N Broadway, Moore, Oklahoma.

Agenda Item No. 1: ROLL CALL

Chairman Louie Williams asks for roll to be called for the Community Development Block Grant Advisory Committee. The following members reported present:

Ralph Sherrard enters in the process of roll call being announced.

Janie Milum	Louie Williams	Amanda Robinson	Melissa Hunt	Ralph Sherrard
Absent:	Kelley Mattocks	Mark Hamm	Sean Evans	
Staff:	Kahley Gilbert, Grants Manager	Sky Larson, Administrative Assistant/Recording Secretary		

Agenda Item No. 2: PLEDGE OF ALLEGIANCE

Agenda Item No. 3: CITY STAFF ANNOUNCEMENTS

Kahley Gilbert introduces the new Capital Planning & Resiliency Administrative Assistant, Sky Larson. Kahley Gilbert proceeds to give an update on The Curve project stating after having a meeting, they have come to an estimated opening date of August 2021. Due to COVID-19, materials and supplies have been delayed. Kahley Gilbert proceeds to give an update on the CDBG COVID-19 funding stating 83% has been spent for Round 1 and 12% has been spent for Round 2. In Round 2, we gave Moore Food & Resource additional funds for an extra freezer cooler. It is taking time to begin which is why there is a delay in the expenditure of funds.

Agenda Item No. 4: APPROVAL OF MINUTES OF THE NOVEMBER 19, 2020 CDBG ADVISORY COMMITTEE MEETING

Chairman Louie Williams asks if there are any questions or comments. No one has any questions or comments.

Motion: Ralph Sherrard makes a motion to approve the minutes of the November 19, 2020 CDBG Advisory Committee Meeting. Janie Milum seconds the motion. Roll is called.

Kelley Mattocks enters in the process of roll call being announced.

CDBG Committee:

Ayes:	Janie Milum Melissa Hunt	Louie Williams Ralph Sherrard	Kelley Mattocks	Amanda Robinson
Nays:				
Abstained:				
Absent:	Mark Hamm	Sean Evans		

Agenda Item No. 5: CITIZENS TO BE HEARD

There are not any residents present.

Agenda Item No. 6: PUBLIC SERVICE APPLICANT PRESENTATIONS

Chairman Louie Williams states that Aging Services will present first.

The Executive Director, Tammy Vaughn, presents the program for Aging Services. They are requesting $20,000.00 in funding. Funding would be for the following components: $16,250.00 to provide 5 meals per week for a year to 25 Moore seniors. The cost per meal is $5.00 and CDBG funding would provide 50% of the annual cost of 6,500 meals. $3,750.00 would be used to cover the cost of 468.75 hours worked by one of their site aids who will help to package meals and help assist with the home delivered meal program at the unit cost of $8.00. The target population group is individuals who are 60 years or older living within the city limits of Moore and homebound. Aging Services uses an intake assessment form to determine their eligibility for the program. They provide the opportunity for a suggested donation of $2.25 and the meal is provided whether or not the donation is made. All donations received for home delivered meals funds the provision of Moore home delivered meals.

Tammy explains that Aging Services is not just providing home delivered meals Monday through Friday with 1/3 RDA nutrition, but they also conduct wellness checks, volunteerism, and a quick social interaction for homebound seniors. These opportunities have never been more important than during the COVID-19 pandemic. Aging Services was able to provide over 25 residents of the Savannah House in Moore with hot food delivery meals 7 days a week during the pandemic. Volunteer food delivery persons went from 48 to 26 in this last year. They have served 528 unduplicated seniors with 41,359 meals.

They are honored and privileged to have been awarded Moore, CDBG funding since December 2010. As a sub recipient, Aging Services has implemented and administered CDBG funding activities according to the federal requirements and their yearly monitoring review has always been positive. Aging Services is always making diligent efforts to comply with Federal Requirements. Tammy states they are in the middle of their annual survey and can report seniors feel cared for and nurtured.

Chairman Louie Williams calls on Bethesda to present.

Executive Director, Travis Humphrey, presents on Bethesda's program. Bethesda means, "Healing Waters" and that is what they focus on: healing. Bethesda serves sexually abused children ages 3-18 and their non-offending caregivers through individual, group, and family sessions. They do not charge for any of their services and want to make sure there are no barriers between a child and the opportunity to heal from this

form of trauma. They have 7 licensed professional therapists that have training in trauma focused treatment. This grant request is for the continued support to underwrite services to Moore residents that come to Bethesda for services, but for whom we don't have any other underwriting grants or funding for their services. They have a contract with DHS, but it is specific for DHS preferred clients. Using those same reimbursement rates in the grant application requesting for continued support for the Moore residents that fall outside the DHS preferred qualifications. With Medicaid expanding in Oklahoma, Bethesda is looking into expanding their revenue lines and looking to begin billing Medicaid. By looking, he means they are in the process of being certified as both as an agency and their providers. It's taking a lot longer than anticipated, but it is in the works. It most likely won't take effect until the following year.

Kahley Gilbert asks if Bethesda has seen an increase in need from Moore residents due to the COVID-19 pandemic.

Travis Humphrey states there has been an estimated 23% increase in the number of clients they are seeing. At the end of the third quarter of this fiscal year, Bethesda has seen more clients than they did all of last year and they are anticipating for that to rise. With the fluctuation in schools due to COVID-19 and school being the safe environment where children will make disclosures and due to it being reduced dramatically, Bethesda is anticipating this Fall will show an uptake in disclosures. Sadly, vulnerable kids were made more vulnerable during this pandemic.

Chairman Louie Williams calls on Central Oklahoma Community Action Agency to present.

Executive Director, Barbara Loudermilk, presents on Central Oklahoma Community Action Agency's program. Central Oklahoma Community Action Agency is a federally funded community action agency formed by President Johnson in 1964. They have been in existence for 53 years. COCAA joined about 14 years ago a national program called Shoes That Fit that brings shoes into schools for children in poverty. They make arrangements with shoe factories all over the world.

COCAA will go to the school and identify children normally by the free and reduced lunch program. They then purchase shoes with grant money, private donations or City donations and they will buy new shoes with 5 pairs of socks. The children in these situations are wearing older sibling's shoes, flip flops in winter, or wearing shoes with no socks.

The year 2020 was very challenging because in some areas schools were closed due to COVID-19 and attendance was down. In the year 2020, COCAA distributed 697 pairs of athletic shoes, 3,485 pairs of socks, 240 face masks provided, 20 schools participating, and in many of the schools COCAA began assisting staff with clothing closets with the assistance of Wal-Mart. They do get private donations and some of them are inner marked per County. Six counties in total from Stillwater to Lexington to Moore to Wewoka and they have staff in each one. COCAA's mission is to find any program they can develop that fights poverty. They have 20 schools in three counties – Cleveland, Pottawatomie, and Seminole. Their goal is to have all counties provided with the Shoes That Fit program.

Kahley Gilbert asks how they arrived at the $5,000 request listed on their application.

Barbara Loundermilk states that if they go to Fairview Elementary School it will cost more and Winding Creek Elementary School they aren't sure about. It just depends on the school.

Chairman Louie Williams calls on Mary Abbott Children's House to present.

Administrative Assistant, Trevor Davis, and Forensic Interviewer, Kasey Burgess, presenting on behalf of Mary Abbott Children's House. Trevor Davis states that Mary Abbott Children's House is a Child Advocacy Center and they respond to children and families who are victims of abuse. They serve clients in Cleveland, Garvin and McClain County. They work closely with the police departments and child protective services. They are nationally accredited by the National Children's Alliance. They bring all the elements that are related to a child abuse investigation to the child which includes law enforcement, child protective services, medical professionals, and other community resources such as Bethesda. On top of bringing the investigation to the child, they are stewards of the Cleveland County Multi-Disciplinary team which includes law enforcement and child protective services. This ensures that proper case outcomes of prosecution of individuals that commit crimes against children and ensuring that no child gets left behind. Mary Abbott Children's House has four main programs: Community Outreach which is the prevention aspect, a nurse practitioner for the trauma medical assessments, a team dedicated to family advocacy connecting the families with resources from the community to heal whether that's basic needs or trauma counseling. The pillar of the organization are forensic interviews which is a way for the child to tell their story in a setting that is friendly to them and it minimizes chance for them to have to re-tell their story repeatedly. They are requesting $15,000.00 to cover the costs of approximately 35 interviews to be conducted for children in the City of Moore. In the year 2020, they completed 772 interviews with approximately 180 coming from children in Moore. Moore represents around 23% of the case load.

Forensic Interview, Kasey Burgess, states the goal of her job is to create a safe space for children to tell their story which requires all aspects of the CAC. For example how they are welcomed, what they get to do while they're there, how they get to interact whether that's playing with playdough, tracing hands, coloring on coloring sheets, etc. A lot of times kids need something to do with their hands while talking because it's hard looking into the eyes of someone re-telling the story. The forensic interviews are research based and accredited. The interviewers go through a protocol called Child First which is a 40 hour long training which includes articles supporting why they do forensic interviews, the best way to do interviews, mock interviews, and lastly they take a test saying they are certified to do interviews after passing. Mary Abbott Children's House also does mentorships. The interviewer's presence and demeanor in a room with a child is very telling. It can affect the way that a child discloses abuse information. As interviewers they are trained out to react to a child when they speak about their story which gives the child a sense of peace since they are having so many reactions from other people when telling their story (such as another family member.) Interviews are recorded which the child is aware of and also they are aware there are people watching from another room, such as law enforcement.

Kelley Mattocks asks on the $15,000.00 request, Mary Abbott Children's House stated it would cover 35 interviews which roughly breaks out to $428.00 per interview, is that a flat rate or is that contingent on so many hours?

Trevor Davis states it's a flat rate. They do not charge for interviews or for investigative agencies interviews. It is all covered in the salaries which equates to around 6%.

Chairman Louie Williams calls for Metropolitan Fair Housing Council to present.

Executive Director, Mary Dulan, presents for Metro Fair Housing Council. Mary walks the committee and those present at the meeting through a PowerPoint.

Their mission statement is Metropolitan Fair Housing Council is a non-profit agency dedicated to the creation of racial and economically integrated communities and elimination of housing discrimination. Their agency was founded in 1978. They are a 501c (3) organization. They provide free fair housing services to victims of housing discrimination, landlord tenant counseling, mediation, fair housing training. The City of Moore has been a member, each fair housing month, of their statewide fair housing activities. They partner with community and faith-based organizations, public and private groups in the housing industry, and with local, state, and federal government to conduct free fair housing training in Oklahoma communities. They offer free programs and services such as fair housing counseling currently by telephone or by video chat (due to COVID-19 restrictions), investigation and testing, complaint referral, mediation services and legal referral. They process more than 900 housing complaints and less than 50 are filed with HUD because they resolve them locally. In the past 5 years, Metro Fair Housing has processed 77 total complaints from Moore (Race- 1, Familial Status- 16, Disability- 24, Income Source- 1, Renter's Rights Counseling and/or Mediations- 35) from 10/01/2015 – 09/30/2020. They have processed 21 formal requests for reasonable accommodation (RA) which is a rule, policy, practice or service to allow equal opportunity. A reasonable modification (RM) is a request for a structural change or modification to allow physical accessibility. There were 14 total housing complaint intakes/inquiries (10/01/2019 – 09/30/2020) which 8 rose to Renter's Rights, 3 for Disability, and 3 for Familial Status.

Chairman Louie Williams asks what Familial Status means.

Mary Dulan states Familial Status can be one person under HUD regulations. It generally means a family with children 18 and under, it can be a pregnant female or it can be a grandparent that has to raise their grandchildren. Technically HUD classifies a family as one person.

Currently Metro Fair Housing is working on a Guide to Accessible and Affordable Housing. If you go on the website they currently have a list of affordable housing, but it does not list if they are accessible or not. Almost 25% of people will experience disability.

Chairman Louie Williams calls on Moore Youth and Family to present.

Executive Director, Lisa Williams, presents for Moore Youth and Family. Moore Youth and Family has been in business since 1971. The first program is the school-based program which was established around 25 year ago. In this coming year, they have already been approached by Moore Public Schools administration to increase their services in the school next year. They have identified that we are only seeing the beginning of mental health issues due to the pandemic and transitioning back to school. They provide services both individually and in groups to kids that have been identified as at risk individuals for a variety of things such as drug usage, bullied, or at risk of failing. Moore Youth and Family offers the children healthy coping skills for not only school, but issues in general in their lives, especially during this difficult time. They are currently in all of Moore Public School secondary schools. The services are referred mainly through the children referred by school counselors, but the services are not only limited towards the kids. They also provide services to school staff and parents. There has been a rise in children needing higher care. Last year they had 219 students that were referred which is lower than the normal rate, but that is due to the school closing in March. Out of the 219 students, 103 were Moore residents. For the students they saw previously beginning

in March, Moore Youth and Family provided services through Telehealth which was never done before. 85% of the students received individual services last year and 18% received psychoeducation group services. Moore Youth and Family will be focusing a lot on helping cope with transitioning from one grade level to the next because the schools have identified this is a topic children struggle with. Coping skills can range from grief groups, study skills, self-esteem, to stress and anxiety. This year they did the needs assessment and stress and anxiety was on the top for both children and adults. Some of the groups and services are done in the classroom so not only are the children getting the benefit of the services, but the teachers are as well. There has been an increase of children who are victims of bullying, a lot of it being cyberbullying. Everything is trauma focused.

The second program is the first time offender program. It's the positive adolescence social skills so they refer to the program as PASS for short. This is a step higher than the school-based program in terms of the school-based program being for early intervention. These children in the PASS program have already been identified as having issues because they have been referred to the Municipal Court for an offense. When they go to Municipal Court for misdemeanor crimes, they are offered the PASS program rather than going further into the system and paying court costs as well as now having a record. It's an opportunity for them to start out with a clean slate. Most parents and children are not happy about being in the program, but by the end it has shown on the satisfaction surveys that parents wish they had this program before and offered to every child. The child will go through a thorough assessment to make sure they are appropriate for the program and developed mentally as well as other special needs they may have. They have to be able to understand and go through the group process. Normally Moore Youth and Family provides the program on Tuesdays and Thursdays from 6:00-8:00pm as well as Saturday classes, but due to COVID-19 they had to make the classes smaller. Telehealth did not go as planned as parents, children and staff had a hard time with it partly because it's difficult to do group sessions and technology issues. Moore Youth and Family then arranged the rooms to be socially distanced and only worked with 2 families at a time. Currently they now help 4 families at a time. They also increased the number of classes they hold. After they complete the program, they are given a certificate that they take to the judge. It is a state-wide program developed in the 1990s. All of the staff go through training to become certified and are also shadowed during their first training.

Chairman Louie Williams call on the Salvation Army to present.

Leona Chapman, Director of Social Services, presents on behalf of Salvation Army of Cleveland County. Since 1859 the founders saw a need to help the most vulnerable. They have added 2 advisory council members that are from Moore which has been helpful bringing more vision to Moore. The Salvation Army has many services starting from the spectrum of literal homelessness then goes to an array of different services such as assistance for rent, utility, mortgage, clothing, food pantry, coats in the winter, fans for the summer, and seniors. The Salvation Army for Cleveland County provides the only emergency walk-in shelter for the entire county. Another program The Salvation Army has is providing beds to homeless all the way to offering classes called Getting Ahead in a Getting by World. In this class they do intensive work in 2 ½ hour classes where they interview and accept 12 individuals to research how poverty has affected their lives. The shelter has been operating every day of the year, including during the COVID-19 pandemic.

The Salvation Army uses the CDBG funds to help with mortgage and utility assistance. This means they can help with mortgage and utility assistance for up to 6 months. They have helped multiple families, some being over $5,000.00. With this rent assistance The Salvation Army thinks this would be a great time to ask for rent

assistance funds that would be specific for Moore residents. Currently there are a lot of issues with rent assistance being only tied to COVID-19 or eligibility issues, which is why they are asking for funding to provide mortgage and rent assistance specifically for Moore residents for any type of situation which will be looked at as emergency assistance. The funding would be to pay for their rent or mortgage for 1 month and keep them housed so they can continue working with them. They are not currently asking for utility assistance because they have enough funds to keep that covered.

Chairman Louie Williams calls on The Sharing Tree to present.

Executive Director, Tabitha Narvaiz, presents on behalf of The Sharing Tree. Their mission is to provide a dignified shopping experience to families in need. What that means is they are set up like a retail store where families come in and shop based on their unique needs or preferences. All of the items are free and all clients are low income. The Sharing Tree feels that having that shopping experience provides them with the freedom of choice, independence of shopping and adds a sense of dignity to that experience where they may be missing it from their everyday lives. The foundation of everything The Sharing Tree does is dignity. All of the items they give out to the community are donated to them from the community. 90% of what they give out is gently used clothing and household items. They apply for grants for their Christmas program for new toys and coats, but everything else is provided from the community. They have 2 staff members and everything else is ran by volunteers which keeps the overhead low, but it also gets the community involved. All clients are referred to them by partner social service agencies and they have almost 90 partner social agencies in the metro. The Sharing Tree is celebrating their 40th anniversary this year. They have been in Moore for around 2 ½ years. When they moved to Moore from OKC, their donations quadrupled from citizens alone. When they moved to their facility at 24th & Janeway, they did not experience welcome from Nottingham Apartments. They have been the victim of break-ins, vandalized, building has been shot at, etc. The Sharing Tree is starting an initiative to do pointed outreach to the residents at Nottingham Apartments. The request for funding will be for dog waste stations and basketball goals. They have no green space, no place to walk their dogs, no playground or things for the children to do. There are over 170 units at the Nottingham Apartments which most have children in them. The Sharing Tree has a big chunk of land which the children play a lot in. They would like to have a safe space for the children and a space for dogs to be walked. The goal is to feel like a community center. They would love to have a playground in the future one day, but for now they are taking tiny goals such as basketball gals and dog waste stations. The funding requested is just over $2,000.00 for a steel basketball goal and hoop, $800.00 for installation of the basketball goal, $500.00 for 2 dog waste stations, and $400.00 for installation of the dog waste stations. They will take care of the supplies for the dog waste bags and basketballs which the child will be able to keep after asking them for one.

Kahley Gilbert asks where they plan on putting the basketball goal.

Tabitha Narvaiz states the basketball goal will be going in their parking lot most likely halfway between the street and warehouse.

Chairman Louie Williams calls on The Virtue Center to present.

Executive Director, Teresa Collado, presents on behalf of The Virtue Center. The Virtue Center has been in business since 1972. Richard Virtue was the founder whom suffered with alcoholism and turned his life around through recovery and dedicated his life to helping others. The Virtue Center is an outpatient treatment

center for substance abuse, problem gambling, and mental health issues. The transformation of lives helps heal families with addiction. The outpatient treatment is provided for the individual as well as their family which includes individual counseling, group counseling, and family counseling. They are trauma-informed particularly for women because they seem to be more ready. Last year they served 1,973 clients, half men, half women, and just under 100 clients were from Moore. They are the treatment provider for the Cleveland County Drug Court, The Family Drug Court and the Juvenile Drug Court. They funding they are requesting is to help support the services. They do get funding from the Department of Mental Health and Medicaid funding, but it is not enough to cover the costs. It's around 25% short. They use a sliding scale and most clients are indigent. Around 73% of them are extremely poor. They charge a $3.00 fee per service, but no one is refused. They recently joined the Moore Chamber to find out more about the community. Around 35% of the clients are self-referred and the others are referred by courts or other means. Addition is a lifelong disease and recovery is lifelong as well.

Kahley Gilbert asks if The Virtue Center has seen an increase in clients.

Teresa Collado states it hasn't been so much an increase, but they are expecting it because when you first begin having mental health issues sometimes you don't get help until year later. What they are seeing the level of acuity severity is jumping up and the identification of mental health issues is jumping up about 25% more. If a citizen were to walk in Monday-Friday between business hours, they would have a therapist that could meet with them in an hour or less. What they have also seen is the positive screenings has gone up around 25%. They have also started a new medication treatment program with OSU which is virtual. Any client can work with them or a psychologist to get the right medication to help them manage their addiction.

Kahley Gilbert asks if they are serving low income persons.

Teresa Collado states 73% are extremely poor and a lot of them do qualify for Medicaid.

Chairman Louie Williams states The Virtue Center will need to be documenting that information.

Agenda Item No. 7: EXECUTIVE SESSION

Agenda Item No. 8: FUNDING ANNOUCEMENT – AGING SERVICES

Motion: Kelley Mattocks makes a motion to award Aging Services $15,000.00 and Ralph Sherrard seconds the motion. Roll is called.

CDBG Committee:

Ayes:	Melissa Hunt Kelley Mattocks	Amanda Robinson	Ralph Sherrard	Louie Williams
Nays:				
Abstained:	Janie Milum			
Absent:	Mark Hamm	Sean Evans		

Chairman Louie Williams states that the motion passes.

Agenda Item No. 9: FUNDING ANNOUCEMENTS

Motion: Kelley Mattocks makes a motion to award the following organizations with the following amounts: Bethesda $7,500.00, Mary Abbott Children's House $7,500.00, The Salvation Army $12,435.00, Moore Youth and Family the first time offender program $5,000.00, Moore Youth and Family early intervention school-based program $5,000.00. Melissa Hunt seconds the motion. Roll is called.

CDBG Committee:

Ayes:	Louie Williams	Janie Milum	Ralph Sherrard	Kelley Mattocks
	Melissa Hunt	Amanda Robinson		
Nays:				
Abstained:				
Absent:	Mark Hamm	Sean Evans		

Chairman Louie Williams states that the motion passes.

Agenda Item No. 10: MEMBERS TO BE HEARD

Kahley Gilbert states there is still COVID-19 funds so if anyone hears of any organizations needing funding to let us know.

Agenda Item No. 11: ADJOURNMENT

Melissa Hunt makes a motion. Amanda Robinson seconds the motion. Roll is called.

Ayes:	Janie Milum	Ralph Sherrard	Kelley Mattocks	Louie Williams
	Melissa Hunt	Amanda Robinson		
Nays:				
Abstained:				
Absent:	Mark Hamm	Sean Evans		

RECORDED FROM NOTES AND TRANSCRIBED BY _____Sky Larson, Administrative Assistant