



# City of Moore

## Oklahoma

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MINUTES OF THE  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
ADVISORY COMMITTEE  
May 21, 2020

The Community Development Block Grant Advisory Committee of the City of Moore, Oklahoma held a meeting on May 21, 2020 in the Council Chambers, Moore City Hall, 301 North 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:

Louie Williams	Ralph Sherrard	Kelley Mattocks	Mark Hamm
Sean Evans		Janie Milum	

**Absent:** Melissa Hunt

**Staff:** Kahley Gilbert, Grants Manager/Recording Secretary, Katlin Wallace, Administrative Assistant, Doris Levy Accountant II

**Agenda Item No. 2: PLEDGE OF ALLEGIANCE**

**Agenda Item No. 3: CITY STAFF ANNOUNCEMENTS**

Kahley Gilbert, Project Grants Manager, gives an update on The Curve and states the new projected completion date is November 2020. The completion date has been pushed back due to weather delays and the COVID-19 Pandemic has made supplies harder to find. They are setting up the temporary property management trailer and it should be up and running in the next couple of weeks.

Chairman Louie Williams asks where the property management trailer will be located. Kahley states that it will be located at the corner of 17<sup>th</sup> and Max Morgan Boulevard and that the phone number and email for inquiries about the Curve are on the City Website.

Kahley talks about the COVID-19, CDBG-CV funding through the CARES Act and that the Grocery Assistance; Utility, Rental, and Mortgage Assistance; and Home Deliver Meals program has been funded by HUD and underway. She asks that if any of the members encounter a citizen in need to send them our direction and we can get them in contact with the correct agency for assistance.

Sean Evans asks where citizens can locate the applications. Kahley states that for the Utility, Rental, and Mortgage Assistance Program they can contact Central Oklahoma Community Action Agency since they will be administering the program and their office is located in Norman. They are currently searching for a Moore location to office out of and hoping to move in the summer. They have been trying to work from home as much as possible so it would be best to contact them by phone or through email. Kahley states that Grocery Assistance will be available through the Moore Food and Resource Center off Shields. Their information will be on the City Website and posted on Facebook.

**Agenda Item No. 4: APPROVAL OF MINUTES OF THE NOVEMBER 21, 2019 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 21, 2019 CDBG Advisory Committee Meeting. Kelley Mattocks seconds the motion. Roll is called.

**CDBG Committee:**

**Ayes:** Mark Hamm      Janie Milum      Ralph Sherrard      Kelley Mattocks  
Louie Williams      Sean Evans

**Nays:**

**Abstained:**

**Absent:** Melissa Hunt

Before announcing Agenda Item No. 5 Chairman Louie Williams announces that we have rearranged the Schedule since we are utilizing Zoom and because we will be going into executive session. Citizens to be heard was moved to Item No. 5.

**Agenda Item No. 5: CITIZENS TO BE HEARD**

Chairman Louie Williams asks if anyone would like to address the Committee. No citizens were 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 financial components: \$17,000.00 to cover the cost of 3,400 delivered meals and \$3,000.00 to cover the cost of 405 hours worked by a site aid who helped package the meals and assist with the home delivered meals program.

Tammy explains 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. Savannah House, in Moore, has many vulnerable seniors who do not currently want to leave their homes or have someone come into their home due to the pandemic. Aging Services was able to provide an additional 35 seniors with meals, seven days a week. In addition to those 35 seniors, Aging Services has added another 21 seniors to their home delivered meal route. Four additional meal routes have been added due to the increase in need for meals since COVID-19 started. Aging Services has provided 175 wellness calls to seniors and they have been extremely important because of isolation and because seniors cannot currently be served at the congregate meal site. They have served 424 unduplicated seniors with 38,684 meals. Tammy states that at the Bran Senior Center they have 48 volunteers on 15 routes delivering meals and that it has been especially important because all meals are currently being home delivered.

They are honored and privileged to have been awarded Moore, CDBG funding since December 2010. As a subrecipient, Aging Services has implemented and administered CDBG funded 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 have not been able to perform their annual survey due to COVID-19; however, in the past seniors have stated that they feel happier, stronger, and more positive about their future. Many have stated that the little visits with the volunteers have helped them feel less isolated. Aging Services ability to provide home delivered meals is because of the CDBG funds HUD provides. Tammy wants to thank the Committee, City, and HUD for the consideration of the grant funds for FY20.

Kelley Mattocks asks if Aging Services is having additional costs of delivering meals with no contact or limited contact due to the pandemic. Tammy Vaughn states that they have seen several rises in costs and a lot of it is coming from the transition of delivering five meals a week to seven. She also mentions that they can only deliver frozen meals right now or shelf stable and finding storage is difficult to get right now. Aging Services also likes to add on a snack to the home delivered meals and the Community of Moore has been involved in helping do so by donating snack items. The State recommended that seniors with Advantage receive two meals in a day, resulting in 14 meals delivered per week due to the pandemic.

Chairman Louie Williams asks for confirmation that the home delivered meals are frozen. Tammy says they are frozen and/or shelf stable. Starting May 26, 2020 Aging Services will start a drive-thru at the congregate meal site for seniors who are able to come by.

Kahley asks if the 442 unduplicated clients served is with the congregate meal site and the home delivered meals just for the City of Moore. Tammy answers yes and that the requested funds would serve 24 seniors in Moore.

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 who are 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. With this kind of trauma, there are long term ramifications if left untreated: eating disorders, sleeping disorders, depression, suicide, difficulty building or maintaining healthy relationships, trust issues, and difficulty in school. We know that this trauma can have a lifelong impact on the child and we want to make a difference.

Oklahoma ranks as the worst state when it comes to adverse childhood experiences. Bethesda is glad to be there for these families in their time of need. The CDBG committee and the City of Moore helps make this possible. Bethesda works closely with DHS, the Police Department, The Care Center, and Marry Abbott Children's House. Bethesda is requesting \$10,512 to provide services to Moore residents who have no underwriting for these type of services.

The services we provide include an initial assessment for both the child and caregiver, followed by individual and group counseling sessions. Group sessions are the most common way of providing treatment at Bethesda, because they help break down many barriers for our clients. Clients are typically in treatment for 6-9 months.

Bethesda also provides a wonderful outpatient summer camp program. It is a one week, day camp, where they are at the agency Monday through Friday. The crafts and games at this day camp are infused with therapeutic directives. Therapists have reported that one week of summer camp will capture 3-4 months of progress of treatment. Last summer Bethesda had many applicants for the summer camp and did not want to turn anyone away so they added a fourth camp.

Our team of therapists are professional counselors who have gone on to additional training: trauma focused treatment and have gone on further for National Certification in cognitive behavioral therapy. In addition to that baseline model of treatment, Bethesda utilizes art, music, and play therapy in sessions. Even though Bethesda is a small non-profit organization that does not charge clients for services, they have one of the best teams of experts that provide this treatment.

Louie Williams asks Mr. Humphrey to explain in further detail how they receive their referrals. Travis states that DHS is the principal source of referrals; the second is Marry Abbott Children's House, and the Care Center in Oklahoma City.

Mark Hamm asks what the average treatment time is for clients in this program. Mr. Humphrey states the average time for treatment is 6-9 months and the clients usually receive treatment once a week. However, if the clients are also doing group sessions then they have treatment twice a week.

Kelley Mattocks asks how many clients Bethesda will be able to treat for the requested funds of \$10,512. Mr. Humphrey answers around 19 Moore Citizens.

Kahley Gilbert asks for an update on a new housing location for Bethesda. Mr. Humphrey explains that before the pandemic, they had great steam moving forward with a new location and they even had success with the City of Norman rezoning a location. However, the earmarked funds from different private foundations could not allocate that money to Bethesda with the pandemic and that money went to help other non-profits keep their doors open during the pandemic. This has postponed Bethesda's campaign until October 2020. The general Contractor has donated his time completely and Johnson Controls has donated an HVAC system for the location off Berry and Boyd. Bethesda is very excited about the newer building and the visibility of it.

Louie Williams call on Mary Abbott Children's House.

Forensic Interviewer, Hannah Showalter and Family Advocate, Ronnie Roney presents for Mary Abbott Children's House. Mary Abbott Children's House is a Child Advocacy Center and they respond to children and families who are victim to abuse. Mary Abbott really strives to make the process as comfortable as possible for the Children and make them feel empowered. When a child comes in to the facility they are greeted by one of the therapy dogs, toys, playground area, and a fish tank where they can relax and be comfortable. The Forensic Interviewer will then come out, greet the child, and let them know that this is a safe place to talk, and show them to a comfortable room for them to make their disclosure. At the appointment, the interviewers are watching live so that the interview does not have to be repeated multiple times. Before the client leaves, they get the chance to put their handprint on the wall, as hundreds of other kids have done, and this shows them that they are not alone. A family advocate talks to the caregivers and walks them through every step of the process. The staff ensures that the child realizes that their words have power and that they view them as a hero. Ronnie Roney shares an example of a young girl who left feeling empowered and like a hero after visiting Mary Abbott Children's House.

Hannah Showalter states that if awarded the requested funds, it would support their forensic interviewing program. The referrals sent to Mary Abbott Children's House have exponentially grown as the community learns more about their services. The requested funds would also be used to support the team meetings, which are important for child abuse investigations. They help make sure no child is left behind and that everyone in the family receives services. On top of that, the funds will support the family advocates and ensuring that they are not giving every family just a handbook for how to handle these situations, but a person to talk to and to let them know they are not alone in this situation. Ronnie Roney states that research shows that supporting the caregivers is one of the biggest factors in a child's healing.

Chairman Louie Williams states that since this is the first time speaking to Mary Abbott House he would like them to speak on their organization: size, how many people work there, etc. Hannah Showalter answers with eight full time staff members and two part time. Mary Abbott Children's House is co-housed with DHS partners and the Norman Police Department partners as well.

Chairman Louie Williams asks that when they spoke about the interviewers watching the interviews live they were in fact speaking about the Police Officers. Hannah Showalter says yes, it would be anyone involved in the child's case: DHS workers and Law Enforcement.

Chairman Louie Williams asks them to speak on how they are able to help children from the Moore area and if they see children from Moore currently. Hannah Showalter states that they do currently assist children from Moore. Last year they served around 600 clients total and 22% or 131 were from Moore.

Kelley Mattocks asks how referrals are made to Mary Abbott Children's House. Hannah Showalter answers that all referrals come from DHS or Law Enforcement. They do not take parent's referrals, but rather direct the parents to DHS or law Enforcement who know to utilize Mary Abbott Children's House. Moore PD and Norman PD are well versed on Mary Abbott Children's House as a child advocacy center and when to utilize them.

Sean Evans asks them to speak about their presence in Moore and how families know they exist. Ronnie Roney explains that they host an annual resource fair and they invite any agencies in the Cleveland County

Area. It is stated that Moore DHS knows about Mary Abbott's services. There is a very big social networking presence where Mary Abbott educates others about their services.

Kelley Mattocks asks if there is an average cost per interview session. Hannah Showalter explains that each session can vary, but they calculated the average session to cost over \$432 and the case reviews \$224. Everything they do is free, but they were able to calculate the average cost of an interview from a general average.

Kahley Gilbert asks where they are located. Hannah Showalter states that they are located off Symmes Street in Norman, behind the Hiland Dairy Factory.

Chairman Louie Williams asks if they have to go through the process of turning people away at all. They state they do not turn anyone away and they are open 24 hours seven days a week.

Executive Director, Andree Danley talks about how the District Attorney's office likes to see that the children have had a Forensic Interview, because it is a very controlled interview and the abuser tends to be more highly prosecuted. They discuss how with the pandemic kids are more at risk and less likely to receive help, because teachers are the number one source of seeing the signs of abuse and reporting.

Chairman Louie Williams calls on Metro Fair Housing.

Executive Director, Mary Dulan speaks on Metropolitan Fair Housing Council. Mary walks the Committee and those present at the meeting through their PowerPoint.

Their mission statement is Metropolitan Fair Housing 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.

The activities they provide are Fair Housing resources about housing discrimination and they respond to complaints of unfair treatment by housing providers. They conduct Fair Housing and Fair Lending outreach training throughout the State of Oklahoma. Their goal is to educate about fair and open housing. They have provided resources to Moore since their founding, but it makes a difference when they can take their fair housing grant and leverage it with City of Moore dollars to expand services. They provide counseling services in person or over the telephone, investigative and testing services, and intake. They conduct an intake of over 900 complaints per year. Less than 50 are filed with HUD, because they pride themselves on providing education remedies to the complaining party as well as the responding party. Mediation services between tenant and property owner are also conduct by Metro Fair Housing. In the past three years, Metro Fair Housing has had at least two major settlements for \$800,000 for seven women who were victims of sexual harassment and another settlement for \$50,000 for a homeowner who was harassed by the property owner at a mobile home park, because of her request for reasonable accommodation.

Mary Dulan gives an overview of what they reported in The City of Moore's ongoing Analysis of Impediments to Fair Housing Choice. Over a period from October 1, 2015 through September 30, 2019, 63 allegations of housing discrimination were processed for Moore. The case complaints were classified as follows: one race,

13 familial status, 21 disability, one income source, 27 renter's rights and or counselor or mediation. Twelve formal housing discrimination complaints were filed with HUD, after Metro Fair Housing exhausted all other sources of remedy, were classified as the following: one complaint settled- \$1,262.50; one complaint settled was Non-Monetary Recovery; one complaint was Renter and Landlord settled privately; one complaint was a lack of jurisdiction; and eight complaints were HUD issued "No Cause" determinations. There were twenty formal requests for reasonable accommodation (RA) submitted to housing providers by Metro Fair Housing Council for Moore. There were 20 formal RA requests submitted to providers for disabled Moore residents: housing providers granted twelve requests and housing providers denied eight requests. Seven of the eight denied residents filed formal housing discrimination complaints with HUD/FHEO. In the past year, 14 complaints were processed for the City of Moore; however, their offices were affected by the furlough that had happened. Mary Dulan lists out those on the Metro Fair Housing Council Board of Directors, and states one is actually a resident of Moore.

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

Executive Director, Lisa Williams speaks on Moore Youth and Family. The first request is \$8,000.00 for the positive adolescence social skills program. This program is a twelve-hour curriculum based program that involves the kids and the youth. These kids have come to the attention of the court, because a misdemeanor of offense. Their goal is to have this program to help the kids from entering the system any further; it is truly an early intervention program. Lisa Williams state the one reason why this program is such a success is that the parents are required to attend class with the children. The majority of referrals come from the Moore Municipal Court. Judge Rogers has stated that she appreciates the program and would like to see an anger management program come from Moore Youth and Family. Because many of the programs are conducted in groups, when the state of emergency was declared, this program was suspended; however, they will slowly integrate them back when safe to do so. Three additional staff were hired to be able to help break up the groups into smaller attendance per session. Therapy services were never discontinued. Services for this particular program are three weeks long and held on Tuesdays, Thursdays, and Saturdays. This program is designed not only to help the kids, but to help the parents as well. This is not a program parents are excited to attend, but after taking the course, many take a survey and say they are pleased, happy, and grateful that they received that support. The curriculum is appropriate for kids ages 13-18. Younger kids who are needing to take the course are individually helped. All kids entering this program go through an initial assessment to make sure that this program is the best fit and there are no other underlying issues. This program is based on a nationally recognized evidence based model. Facilitators go through a training process provided by Oklahoma Marriage Institute and are mentored through one class with a trained facilitator. Last year 123 youths were referred to the program. Parents now have the option to pay a fine instead of attending the class, which has contributed to the decline of referrals. Moore Youth and Family are preparing for budget cuts next year due to the pandemic and will do their best to keep all the programs alive. The CDBG funding will help keep the programs alive.

The school-based services program is ran by Lisa McDonald. She was the coordinator for the Disaster Recovery Services and that facility closed down on March 2020. The request for the early intervention prevention program is for \$8,000. The kids are not struggling to the point where they have behavioral problems, but there are red flags with these kids. Unfortunately, this community has suffered many tragedies and this program has allowed us to be there when the tragedies do occur. Our goal is to teach these kids healthy coping skills and offer assistance in identifying and dealing with their concern. There are groups that help with stress, anxiety, and grief. This program and the CDBG funding allows for support of the school counselors. After the tragedy at the Moore high school, we were able to help the kids, the counselors, and the administration. The

referrals are usually through the school counselors or principals and last year there were 265 kids referred. One hundred and twenty five of them were anonymous students in that they were provided with more linkage services rather than the individual or group services. Eighty-five percent of the kids received individual services and fifteen percent went through group services. Although the pandemic hit, these school-based services were able to continue through telehealth services. Because Moore Youth and Family end up going through the parents for permission to conduct these services with their child, they get the chance to check in with them and see how they are doing and if we can connect them with any services for support they need.

Mark Hamm asks if Moore Youth and Family has reached out to the Moore Public Schools Foundation for any possible support since they work through the schools. Lisa Williams states that that is a great question and they have not yet, but plan on doing so.

Sean Evans asks if there is a way to quantify the costs per child served. He brings up the fact that it looks like it costs twice as much to serve the children in the community-based program versus the school-based program. Lisa Williams states that that is correct and it is because the community-based program is a higher level of care. She explains that the assessment that is carried out is not done with the community-based program and that that costs a great deal. The higher cost is also because both the child and parent are getting services in the community-based program.

Kelley Mattocks asks if the funds for these programs are earmarked. Lisa Williams confirms that the funds are earmarked, \$8,000.00 for each program.

**Agenda Item No. 7: EXECUTIVE SESSION**

**Agenda Item No. 8: FUNDING ANNOUNCEMENTS**

Chairman Louie Williams announces the committee is back from executive session. He calls for a motion.

**Motion:** Sean Evans makes a motion to award Metropolitan Fair Housing Council- \$5,500 and the Public Services as follows: Aging Services- \$5,000 from the CARES Act funding and \$15,000 through FY20 CDBG funding; Bethesda \$10,172, Moore Youth and Family Community Based Program \$8,000, Moore Youth and Family School Based Program \$8,000, Mary Abbott Children's House with \$10,000. Kelley Mattocks and Janie Milum both second the motion. Roll is called.

**CDBG Committee:**

<b>Ayes:</b> Janie Milum	Kelley Mattocks	Louie Williams	Mark Hamm
Ralph Sherrard	Sean Evans		

**Nays:**

**Abstained:**

**Absent:** Melissa Hunt

**Agenda Item No. 7: ADJOURNMENT**

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**Motion:** Mark Hamm makes a motion to adjourn. Kelley Mattocks seconds the motion. Roll is called.

**CDBG Committee:**

**Ayes:** Sean Evans      Mark Hamm      Kelley Mattocks      Janie Milum  
Ralph Sherrard      Louie Williams

**Nays:**

**Abstained:**

**Absent:** Melissa Hunt

RECORDED FROM NOTES & TRANSCRIBED BY \_\_\_\_\_ Katlin Wallace, Administrative  
Assistant