



*Duluth Community Development Program Mission is to invest in community programs that help low to moderate income people by addressing **basic needs**, providing **affordable housing** and increasing economic **self-sufficiency**.*

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City of Duluth  
Community Development Committee  
February 23, 2016 Meeting Summary  
Room 303 - City Hall

I. Call to Order

Because Chair Barbara Carr was unable to attend, Keith Hamre brought the meeting to order at 5:40 p.m. on Tuesday, February 23, 2016, in Room 303 of City Hall. Hamre related there were three topic areas of discussion tonight: workforce and job training, outreach meeting to persons of color, and the Tenant Landlord Connection.

Roll Call

Attending: Randy Brody, Reyna Crow, Hamilton Smith, Debra Branley, Cruz Mendoza

Absent: Harrison Dudley, Barbara Carr

Staff Present: Keith Hamre, Ben VanTassel, Karen Olesen, Kathy Wilson, Adam Fulton

II. Workforce Development Discussion

Paula Reed, the City's Workforce Development Division Manager, started with a power point presentation on new federal requirements. The Duluth Workforce Development Board is working on setting priorities and local strategies. A first step is to map the existing training programs and job services. Regionally, there is a focus on three career pathways, healthcare, construction and tourism. There are resources and grants available. SOAR and CAD are working on Prosperity Grant Collaboration. The City has also initiated an internal disparity team, to focus on barriers to diversifying the City workforce. Questions were asked concerning the make-up of the City's team, Reed committed to follow-up with Mayor Larson.

The discussion turned to youth employment. A committee has been formed that includes the Duluth School District 709 and other agencies. Cruz volunteered to participate, but would have difficulty meeting during work hours. Union participation is needed, to encourage interested students to explore the construction trades.

III. Community Development Outreach

On February 11, CD staff called together a meeting to talk about grant funds and if they are adequately serving persons of color. This was a follow-up to questions posed by Henry Banks at a previous CD Committee meeting. Staff distributed data on the demographics reported to the City by agencies on the persons served, as well as additional information gathered on Board of Director and agency employee demographics. Banks asked if similar information could be provided for the City, and Hamre responded staff would make that available. Crow noted that the Committee may need to identify better measures of who is being helped by CDBG funds, perhaps different data is needed. She pointed out that diversity includes person with disabilities. Because Jeff Corey was in attendance, he added One Roof has been unsuccessful in attempting to diversify their workforce, and he would welcome assistance. CHUM was identified as a "role model" in hiring staff of color. Hamre stated the City has also had challenges, and may need to look at Civil Service reform and other areas to eliminate barriers.

CDBG funding can only be awarded to non-profit organization, and that is an impediment to funding persons of color with good ideas for new programs and services. Lee Stuart, Executive Director, stated CHUM is willing to be a fiscal sponsor for such groups, and has done so in the past. This process entails a contract with CHUM, with a budget and identified activities. Grants for as little as \$1,000 and up to \$20,000 have been handled, and because a fiscal sponsor pays on a reimbursement basis, there is little to no risk to CHUM.

Representatives from the March against Monsanto were in attendance, and invited everyone to join a meeting to be held March 8, at 6:30 ~~and at~~ Ecolibrium3. Part of the mission of the group is to build sustainable wealth in underserved communities, and to overcome barriers.

IV. Tenant Landlord Connection Discussion

Jeff Corey, One Roof Executive Director, distributed a handout on accomplishments of the Tenant Landlord Connection (TLC) in 2015. He provided a brief history of the forming of the TLC, which came out of the 10 Year Plan to End Homelessness Summit as a top priority. The TLC is designed to educate renters and property owners of their rights and responsibilities, and to mediate and if possible, resolve disputes that might otherwise result in evictions.

There were comments regarding reasonable accommodations for people with disabilities; the need to involve management companies as well as property owners; the formation of an "outcomes" committee to gauge success; that there is an unmet need for tenant advocacy in addition to the work of the TLC. One of the members of the audience had a ~~strong~~ emotional reaction to the discussion and related what they felt was an unfair warning and threat of eviction [related to One Roof. Staff later clarified that the issue raised was not likely under the purview of One Roof or the TLC, but will seek further information regarding the issue.](#)

There were several comments on Fair Housing regulations and how they are important, but not the main mission of the TLC. Tenants encountering discrimination would be helped by TLC staff in filing a complaint. It was pointed out that education should be provided to the general community, as well as tenants and landlords, on Fair Housing. Corey was thanked for attending the meeting and bringing data on accomplishments, and clarifying the TLC is a neutral mediator.

V. Other Business

A. January 26, 2016 Meeting Summary

**MOTION/Second:** Hamilton/Branley to approve the meeting summary for January 26, 2016. Motion passed. **VOTE: (5-0)**

B. Hamre provided an update on the FY 2016 funding amounts. HUD has released the allocations, but the City has not yet received the "official" documentation. CDBG funds are approximately \$20,000 less than budgeted. Of that amount, administration has to be decreased by about \$4,000, with another \$16,000 decrease coming from grant recommendations. The HOME Program is about \$11,500 less than budgeted, and the ESG amount increased by \$658. Once the official notification is received from HUD, the City has 45 days to file the Action Plan that details all of the grant awards.

Meeting adjourned at 7:25 p.m.

**MOTION/Second:** Cruz/Hamilton to adjourn meeting. Motion passed. **VOTE: (5-0)**

Respectfully Submitted,  
Karen Olesen, Senior Planner