



# District 1 Citizens Advisory Board Meeting Minutes

Monday, Nov. 18, 2024 | 5:30 p.m.  
Bel Aire City Hall, 7651 E. Central Park Ave., Bel Aire, KS

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**Board Members in Attendance:** Diane Albert, Daniel Bateman, Steven Burt, Judah Craig, Joseph Dozier, Diane Gjerstad, Jacqueline Kelly, Kathryn Herzog, Jim Reid

**County Representatives:**

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**1. Call to Order**

1. Judah Craig began the meeting at 5:34 p.m.

**2. Approval of Meeting Minutes**

1. A motion was made by Kathryn Herzog to approve the September minutes. Jim Reid seconded this motion. **The CAB approved the motion with a vote of 4-0.**

**3. Public Agenda**

1. There was no one from the public in attendance.

**4. New Business**

1. Steven Burt began his presentation/update on the Homelessness Outreach Team (HOT).
  - i. Kathy Herzog asked, will your numbers increase beyond your 12 max?
    1. Steven Burt responded, yes, because the 12 is the past six month's average of PA, permanent housing placements. So as our number of permanent housing placements goes up, our capacity goes up, and our benchmark goes up as well.
  - ii. Kathy Herzog asked, will that help your numbers, your paper, when you said, there's 40 veterans that are on there but you can't just show that on paper. Will that help with that process, that problem?
    1. Steven Burt responded, yes, mathematically, we also know that November and December, we tend to meet fewer veterans. And for whatever reason, our system likes to house more veterans in November and December. So I guarantee you, the number of homeless veterans is going to drop to somewhere in the 20s in December, and there'll be people in our system that will call that a win, and I'm not willing to do that because that's luck. That's not intention, and it's not anything related to our system.
  - iii. Kathy Herzog asked, where do you get the date regarding the chronically homeless?
    1. Steven Burt responded, a chronically homeless individual is defined as somebody who's been unsheltered for a year or more, or for over a year over the course of three episodes, and they have a disabling condition. With the suggestion of which is that disabling condition prevents them from working and probably ever will work again. So they need a permanent supportive housing placement. It is highly probable that the alignment of folks who are unsheltered and in encampments are also our chronic homeless population, and so we are building that list.
  - iv. Kathy Herzog asked, how do you identify those? And how do you get their names to begin with?
    1. Steven Burt responded, it's complicated, because what we have to do is we have to build a timeline and the Homeless Management Information Systems is a database that anybody who's interacting with somebody experiencing homelessness must enter data into in order to be eligible to receive their grant funding.

- v. Kathy Herzog asked, would you get that information from people that apply for food stamps or?
  - 1. Steven Burt responded, not exactly that far up the river, we are leaning pretty hard into those experiencing literal homelessness, so if they're already now in emergency shelter, or they are unsheltered, or they're in a program that is for people experiencing homelessness.
- vi. Kathy Herzog asked, so if somebody is living in their car, how do you capture that?
  - 1. Steven Burt responded, because they access resources at certain points that tell a story of literal homelessness. So there are times like Salvation Army has a bunch of programs, right? Salvation Army also hands out coats, fans. And if somebody's entered into our system, my form is placed in front of them. If that form comes into my system saying they have slept in a car, then they get entered in the Homeless Management Information System and the timeline starts.
- vii. Jim Reid asked, but you also have the coalition and homelessness that does an annual counting in like January?
  - 1. Steven Burt responded, because the integration of it and who's running it got confusing from a messaging standpoint. So we created that different monitor, the coalition and homelessness. The point in time count is a process that predates the Homeless Management Information System. So the only way HUD used to know how many people were experiencing homelessness our community was through this annual point in time. They still require it. We believe that at some point in the future they will stop requiring it. They actually only require us to do it every other year. And so now that we have been doing it every year, now it looks silly if we didn't. Some communities have added point in time counts in their summer time because having it on the presumed coldest day of the year is its intention of being in the third week of January. It's required to be in the third week of January. You can apply for an exception, but there's intention there in that we hope that it's easier to count people who are in shelter than it is to count people who are in encampments on the coldest day of the year. It really works to our benefit if there's a blizzard, if there is a cold snap because it does drive people into shelter and that increases the data we have on that human.
- viii. Judah Craig asked, what's the process for outside of the shelter? Is it just driving around in a coordinated effort?
  - 1. Steven Burt responded, in the last couple of years, we've gotten an app that allows the volunteers to use their phone and to ask questions on the toggle screen and that data all comes to me. Then I can sort it and cross reference Homeless Management Information System. Like Cole, our CSC planning manager, he grids the city and dispatches the volunteers to known locations of encampments or individuals experiencing homelessness.
- ix. Kathy Herzog asked, so is the winter shelter like once you might go into group housing, and then as you get a job and are able to pay some rent, you can move along with progression?
  - 1. Steven Burt responded, yes and the clients are held accountable to that housing plan with the entire goal of obtaining housing at the end. And so all the pieces or parts that go into that, mental health, substance abuse, housing, employment, income, benefits, disability, all of that is part of the process that's built into the system, and it's called what we call an entry-exit shelter that you enter, you have an enrollment date, and you exit permanent housing, and that's your exit date.
- x. Kathy Herzog asked, can you tell us more about the multi-agency center?
  - 1. Steven Burt responded, there's been a few floor plans presented to the Homelessness Task Force. There is a human services architectural firm in our community that was working on building that out. And there's a couple of different sort of good, better, best floor plans in the budget that includes the combination of congregate and non-congregate shelter in the building, plus lots of agency space for health

substance abuse, medical providers and case management staff to move them from the path of homelessness to housing. I think we're solving the problem that our community can't stand to think that those people will not have the option of it, but the moment we opened emergency winter shelter, it will become full of people who weren't in encampments.

- xi. Jim Reid asked, you keep saying encampments, are you talking about two or three people in a group or like a tent city?
  - 1. Steven Burt responded, tent city but there are smaller encampments of two or three.
- xii. Kathy Herzog asked, on MAC about 2 weeks ago, the city was going after about \$1.2 million in what?
  - 1. Steven Burt responded, that was tax credit. And they were turned down by affordable housing.
  - 2. Kathy Herzog, is she now trying to find another mechanism?
  - 3. Steven Burt responded, she still will. That's the kind of thing that we step in and help her with, because those income tax credits come from Kansas housing.
- xiii. Diane Gjerstad asked, but the state didn't want to have too many in Sedgwick County. They wanted to sprinkle it across?
  - 1. Steven Burt responded, but that's always been their story, so we are going to go establish a relationship with them to find out.
- xiv. Kathy Herzog asked, I don't see a shelter for women in Wichita or women that come from prisons in Wichita. Will this Multi-Agency Center help with that issue?
  - 1. Steven Burt responded, so Humankind has apartment buildings as well. They are for low income and they are financed in a way that they have to serve low income individuals. They also have set aside units that are funded by my COC and HUD. Those set aside units are for chronically homeless individuals. They also have a 60 bed shelter called the Inn which is close by, actually, and it's an old like 1920s apartment building. Speaking to the women's shelter, there are approximately 80 shelter beds in our community for women who are fleeing from domestic violence. There's another family shelter that is intended for families, or it often involves women with dependent children called the Catholic Charities project. And one thing that Humankind did do to their benefit in the last two years. So you get a bunch of women who show up at emergency winter shelter, move them over to the inn, and at least during winter shelter time, you've got a women's shelter, then move the families over to the emergency shelter. So that's one of the things that we're trying to help Humankind emergency winter shelter get better at.
- xv. Kathy Herzog asked, is there no exit interview?
  - 1. Steven Burt responded, yeah, but they disappear during the day, probably, and you know that maybe staff just didn't talk to them often enough and they didn't feel heard for whatever that means for them, so the rapport wasn't strong enough for them.
- xvi. Diane Albert asked, for the common citizen that is aware of the encampments and these little tent cities around town. Are you saying that they're not going to see the Houston project as a successful program? And what solutions is the common person going to see from MAC?
  - 1. Steven Burt responded, we are setting ourselves up for suggesting a pilot project. So we need to do one thing and that is initiated momentum. Once we initiate momentum, then the resources can start to be discussed. And if we can build the resources, then we might discuss it as a final project right now. It's something we believe we need to do. We don't have the resources to do now, so we're not making any promises yet. As for the second question, that's going to be in its program design, which hasn't been established yet. This is a risky time, because the most likely bidder for the MAC is Humankind, and they don't have a history of running a shelter with a great deal of positive housing outcomes. They have to do it in partnership with many other

agencies. They might have the capacity to evolve. But at the same time, there's a few of us that are planning on reaching out to national organizations in other communities, because at the very least, competition is going to be better practice. But we want people who are experiencing chronic and literal homelessness to go into the shelter for the purposes of funding a path to housing. We just need to get programs properly set to get the work done.

- xvii. Judah Craig asked, what are the communities that have reached functional zero doing after they reach that threshold? Have they maintained it?
1. Steven Burt responded, Bergen County, New Jersey maintained it for, I want to say seven, eight years. I was just at the conference this last week that celebrates it. Bergen County, New Jersey was not there for it so they might have lost it. But what this did was it led to a complete revitalization of downtown.
- xviii. Kathy Herzog asked, what happens to the people that don't want to go to a homeless shelter?
1. Steven Burt responded, we work with them until they're ready. You don't force their hand. It's all in a relationship.
- xix. Daniel Bateman asked, I see a lot of boarded up place in certain parts of town that are multiple housing buildings, not apartment buildings. But if they're boarded up and the people who own them, are they just sitting on them?
1. Steven Burt responded, the city owns a lot of those properties and is working pretty diligently on getting some grant money to rehabilitate them. But there is an acknowledgement that that is an opportunity for keeping up with affordable housing. So we are hovering in that space of we need more housing. We can't keep growing without also building housing.
- xx. Daniel Bateman asked, how does something like the decision made out at Lake Afton that will not let people long term camp, how does that affect folks who then have to go find a new place?
1. Steven Burt responded, it's the rules, its zoning. It's that sort of stuff that drives the inflow of homelessness.
- xxi. Diane Albert asked, for all of us, where does the money come from?
1. Steven Burt responded, two paths, it comes directly through HUD and our communities. The Continuum of Care (COC) funds were about \$4 million comes through the coalition and homelessness. We redistribute on a competitive grant process for permanent supportive housing, Rapid Rehousing projects, plus the map, the work and the administrative work that we do. Emergency solutions grants are HUD and that goes through our city, and that does fund homelessness prevention to a smaller degree.
  2. Diane Albert asked, is this federal money passing through the city?
  3. Steven Burt responded, yes. Out federal money passes through United Way that collaborative applicant process in that it goes directly billed to the feds. We just manage them.
- xxii. Jackie Kelly asked, would you say that the communities understand homelessness and are embracing of this new MAC Center? Do you think that we're at a spot where this is a problem we could fund, understand and solve?
1. Steven Burt responded, I have always believed that the problems that we talk about are ones that we can solve, and that there was this big misunderstanding that nobody wants to talk about because it was a belief that it just was. What's really interesting, though, is that the community champions are the elected officials, the community business leaders in the banks. Everybody loves this way we're telling the story as not only a solution focused problem, but a mathematical equation. And at the end of the day, not to marginalize the human experience, but to me, at the systems level, this is a mathematical equation which includes affordable housing, the funding cost to house people, plus the mathematical number of mathematical interactions a case manager needs to have before somebody will say, yes.

- xxiii. Daniel Batman asked, how many years does Salvation Army have to give back federal funding before that federal funding gets redistributed to people who actually will use it?
1. Steven Burt responded, I don't have the answer to that question yet.
- xxiv. Kathy Herzog, would the MAC also receive federal funding?
1. Steven Burt responded, they would be eligible for it.
- xxv. Jackie Kelly asked, wouldn't they be competing with other organizations at that point though?
1. Steven Burt responded, that is one of the difficulties, right? So yes, that model does have its flaws, but the win of that model is independence, transparency, and one of the responses to this message that I just sent the nonprofit organizations that are struggling to see the win here, is it's about accountability.
- xxvi. Daniel Bateman asked, how many folks that are unhoused have smartphones or a cell phone?
1. Steven Burt responded, while it might not always be the same cell phone that they have a period of time, one of my long range plans is leaning into the fact that they have access to communication for the most part, and my Homeless Management Information System has a client facing portal where they would be able to sign in and load their own tickets and coordinate meetings with case managers. The first sketch of this stage of this is the street outreach tool that's built into my new system can geo locate them, and at least the last known conversation can be pinged.
- xxvii. Tex Dozier asked, you mentioned the Come to Jesus with the Salvation Army and you said the money might go back, is this a capacity, personnel issue, and being able to effectively disperse this money to the needs and do so in a good way?
1. Steven Burt responded, it's the Salvation Army Regional out of Kansas City, which has less connection with the local command. So we're dealing with some regional folks, and the meeting tomorrow is after a national consultant, A TA has met with all of the partners to learn what is working, what isn't working, and what the opportunities are. So they've met with Salvation Army. They've met with the United Way, where the conveners of the CFC, and they've met with national SSVF and regional SSVF, and tomorrow is the first coming together to find out. What are the opportunities that we can lead into have all the answers to your questions, but I presume that some version of those answers will reveal themselves tomorrow.
- xxviii. Commissioner Updates/Housekeeping Items
1. This is our last meeting of 2024.
  2. We chose to meet on the fourth Monday of Jan. 2025 and Feb. 2025 to avoid the federal holidays.
  3. We discussed meeting topics for 2025.
  4. We discussed a potential location change for meetings still in District 1 but elsewhere.
  5. We discussed what effect the CAB has on zoning cases.

### **Adjournment**

1. The District 1 Citizen's Advisory Board ended at 7 p.m.

*The next Citizens Advisory Board Meeting will be **Monday, Jan. 27, 2025, 5:30 p.m.**  
at Bel Aire City Hall, 7651 E. Central Park Ave.*