

CEDAC Allocation Committee Meeting | MINUTES

March 10, 2020, | 11:30 AM – 2:00 PM | 2001 S State Street, S2-950, Salt Lake City UT

Meeting called by Susan Gregory

Facilitator Karen Kuipers

Note taker Erika Fihaki

Next Meeting: March 17, 2020, 11:30 AM

CEDAC Committee: Susan Gregory, Ryan Henrie, Kumar Shah, Todd Richards, Michael Anderson, Leslie Jones, Allen Litster, Tyler Money, Camille Bowen, Becky Guertler.

Excused: Jamie Peterson, Shelly Batten

Staff: Karen Kuipers, Amanda Cordova, Teresa Young, Erika Fihaki, Mike Gallegos

AGENDA TOPICS

Agenda topic *Approval of February 25th & March 3rd Meeting Minutes* | **Presenter** Susan Gregory

Action Items

Kumar Shah made a motion to approve February 25th minutes. Michael Anderson seconded the motion. Motion approved.

Kumar Shah made a motion to approve the March 3rd minutes. Camille Bowen seconded the motion. Motion approved.

Agenda topic *Finalize Review of Compiled Scores and Rankings of Proposal* | **Presenter** Karen Kuipers

Karen Kuipers advised the committee that there was one committee member who was unable to score some of the applications due to a family emergency. To ensure that the scored applications were not skewed by the non-scored applications, all of that committee member's scores were removed so there are only 11 reviewers scores in ZoomGrants. The committee was presented with two spreadsheets to show the difference in the scoring.

Agenda topic *Review and Discuss Final Scoring of Proposals and Resulting Ranking* | **Presenter** Karen Kuipers

Karen Kuipers reviewed the spreadsheet which contained the scoring information listed in ZoomGrants and showed the Weighted Normalized Ranking and the Raw Total Score. She advised the committee that the Raw Total Score was based on the information listed in ZoomGrants. Karen Kuipers advised the committee that they would need to discuss and determine whether to use the Raw Total Score or the Weighted Normalized Ranking. There was a discussion about the differences between the two options. The County's Contracts and Procurement specialist advised the committee that a vote could happen but

that the ZoomGrants scores are the documentation of record, and the resulting ranking could not be changed.

As a result of the discussions Susan Gregory recommended that the committee continue moving forward with the Raw Total Score listed in ZoomGrants to finalize the scoring, the committee could then use the Weighted Normalized Ranking as a tool in determining funding recommendations.

Action items

Michael Anderson made a motion to accept the Raw Total Score as the official record and use the tools provided to inform the funding recommendations. Allen Litster seconded the motion.

- Kumar Shah requested a discussion regarding this motion. He did not understand the need for the motion based on the information provided by our Contracts and Procurement Specialist. Susan Gregory further clarified the need for the motion.
- There was a vote on the motion. 8 in favor, 1 opposed. Motion passed.

Agenda topic *Discuss Allocation Recommendations* | Presenter *Karen Kuipers*

Karen Kuipers presented a spreadsheet that showed the applications ranked according to scores, along with the amount of funds requested. A scenario was displayed to begin the conversation, which demonstrated that available funds could fund 8 of the top ranked applications if the applicants were awarded their full funding request, with the exception that the available funds are \$69,000 short of fully funding the 8th highest ranked. It was pointed out that The Inn Between had clarified that they did not need the electrical panels done and they could do the regular cement mix which would reduce their request by \$60,000.

There was a discussion about the request from Assist. It was noted that they have not been funded at the full amount of their request in the past, but they have shown the capacity to spend their funds.

A council member questioned why multiple providers should be funded for Down Payment Assistance Programs, and there was a discussion about the need for International Rescue Committee's (IRC) to provide the service to such a specialized population, considering the population was eligible under the Community Development Corporation (CDCU) DPA program. It was clarified that CDCU has scored lower than IRC on their scorecard for current contract performance. The committee asked if both agencies are spending out. Amanda advised the committee that CDCU has only spent out 60% of the funding they received last year whereas IRC has spent out over 90% of the funding they received. There was further discussion about the funding recommendations for these two agencies.

Karen displayed a spreadsheet to facilitate committee discussion on alternative funding scenarios.

Susan recommended that each agency's request should be reduced initially by 80% and provided the funding recommendations for each agency if they adopted that method. Other committee members gave their funding recommendations. Mike Gallegos advised the committee that the funding recommendations to the Mayors and council members should have clear justification and rationale for the funding approach.

Karen reminded the committee that the current pot of funding is based on all the participating Urban County jurisdictions. Qualified jurisdictions will decide in 2020 whether to continue participating, as the

Urban County agreement will be renewed. It will be important for the jurisdictions to feel that the funding recommendations are representative of the needs in each of the respective jurisdictions.

There was a discussion about the importance of the City of South Salt Lake Main Street lighting project. Amanda Cordova advised the committee that the City of South Salt Lake will complete its currently funded project within the timeframe allowed.

There was a discussion about the Magna Revitalization project and whether it should be funded. It was pointed out that this agency would only be able to complete the project if they received 100% of the requested amount.

There was a discussion about the Midvale Holden street project. The committee discussed that most of the area that would be served by this improvement is for industrial or commercial use. The committee discussed that they thought this project intends to allow the residents in the nearby moderate housing and homeless shelter easy access to the WinCo and the Old Midvale downtown area.

The committee would like to think about the funding recommendations discussed as well as rationale/narrative as to how and why these recommendations were made.

Action items	Person responsible	Deadline
Proposed Funding Recommendations will be sent to committee members for further review and discussion.	Amanda Cordova	03/10/2020

Agenda topic *Other Business* | **Presenter** *Karen Kuipers*

Karen Kuipers reviewed the proposed schedule for next week's meeting.

Action Items

Kumar Shah made a motion to adjourn. Meeting adjourned at 1:52 pm.