

NEIGHBORHOOD BUILDING BLOCK INITIATIVE

November 3, 2014

Public Meeting 4

Board Members Present

Director Alan Levin, DEDO, Chairman
Secretary Anas Ben Addi, DSHA
Director Connie Holland, OSPC
Timothy Mullaney, Sr., DOJ
Matthew Lintner, DOJ (Fraud Protection)
Fred Sears, Delaware Community Foundation

Board Members Not Present

Kathleen Jennings, DOJ

Staff

Matthew Heckles, DHA
Lawrence Lewis, DOJ
Dan Logan, DOJ
John Grimm, DOJ
Joe Rogalsky, DOJ
Beverly Ennis, DEDO

Location: Delaware Economic Development Office, 820 N. French Street, Wilmington, DE 19801

Call to Order: The meeting was called to order at 10:30 a.m. by Chairman Alan Levin on Monday, November 3, 2014. A quorum was present.

Old Business:

Fred Sears made a motion that the minutes of the October 6, 2014 Neighborhood Building Blocks meeting be approved as presented. Anas Ben Addi seconded the motion which was then adopted by unanimous vote.

New Business:

The first order of business for NBB Board was to review any public comments received regarding the Guidelines that were published during the October comment period. Alan Levin reported that no comments were received during the reporting period. The Board then adopted the Guidelines by signing a Final Order. Larry Lewis will submit the signed Final Order along with the Guidelines to the Registrar's Office for the final posting. After the posting, the Guidelines will go into effect on December 10, 2014.

The second order of business was to discuss the final draft of the program application. Alan Levin stated that there were just a few minor changes to be made to the application. Alan distributed an alternative Source and Use of Funds chart to the Board that Matt Heckles of DSHA felt was a little more comprehensive than the current chart. Although both charts result in the same bottom line, the Board thought DSHA's chart was more detailed. Fred Sears stated that the total committed for each item was helpful. The Board decided that Matt Heckles and Diane Laird could work out the details of

the chart. Connie Holland stated that her staff felt the application was great, but asked for clarification on a few questions in order for the Planning Office have a clearer understanding for projects that would involve planning grants. Larry Lewis pointed out that on page 5, a statement will be added that will direct the applicant to “fill out Section E.” Matt Lintner inquired about having the application notarized. Alan Levin stated that all Delaware Economic Development Authority applications are notarized and Anas Ben Addi confirmed that all Housing Authority applications were also notarized. Alan Levin stated that having an application notarized gave it more credibility. This draft of the NBB program application was approved by the Board with minor edits. Larry Lewis and Diane Laird will make the edits and send a revised application to the Board prior to the next meeting.

The final order of business was to review a sample press release to announce the program. Alan Levin stated that he spoke to the Governor’s Chief of Staff about the press release announcing the program and the progress of the Board. The Governor’s Office will prepare a press release which will be circulated on December 10th, as that coincides with the program kick off. Alan Levin stated that the press release will be available for review at the next Board meeting. The Board agreed.

Other Business:

Matt Lintner stated that the MOU and Section 5.4.3 of the Guidelines state that the head of the DOJ Crime Strategies Unit (CSU) shall attend each meeting of the Board to present a summary of the current efforts of the DOJ Crime Strategies Unit. Matt introduced Dan Logan, head of the DOJ Crime Strategies Unit and John Grimm, Deputy AG who is assigned to the Proactive Focus Zone. Dan Logan provided an overview to the Board on the current efforts of the CSU and more specifically one area of concern in the Wilmington area. Dan pointed out that one feature of the CSU is to be proactive and create proactive focus zones. As part of the focus, Dan mentioned that John Grimm will be walking/accessing downtown Wilmington areas and invited the Board to attend. Matt Lintner pointed out that the proactive focus zones are statewide and would work in coordination with the DDDs. Connie Holland agreed that the coordination and communication between organizations is very important. Alan Levin agreed that planning and economic development go hand in hand, and was another focus of the Board to eliminate duplicated efforts. Dan Logan offered to provide a report on any area the Board was interested in. Fred Sears stated it would be helpful to the Board to know what other organizations are providing support and in what areas. Dan stated that he would include in his report any known coordinated efforts.

Next Meeting: The next meeting is scheduled for Monday, December 8, 2014 at 10:30 a.m. in the DEDO Wilmington Office, 820 N. French Street, Wilmington, DE

Alan Levin asked for a motion to adjourn

Motion made by: Fred Sears

Motion seconded by: Connie Holland

Motion: Approved so moved

Adjournment: The meeting adjourned at 11:40 a.m.

Respectfully submitted,

Beverly Ennis

/bke

cc: Board Members of Neighborhood Building Blocks Fund