

Palm Beach County Housing Plan – Project Structure – February 2021

1. Housing Plan Objective Statement

To ensure every person in Palm Beach County has housing choices that are appropriate and affordable, and which enables engagement with their community in a way that is meaningful to them.

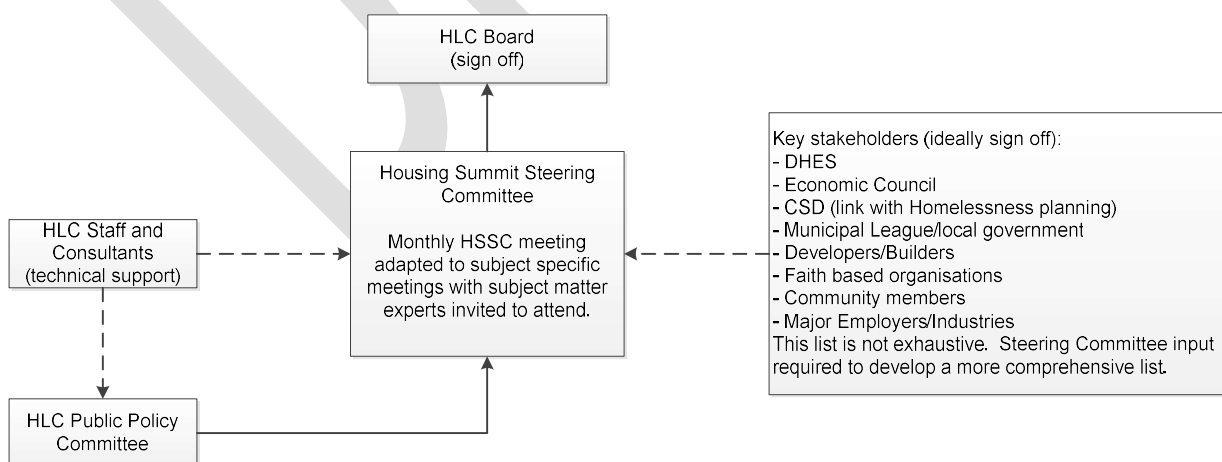
2. Role of the Housing Summit Steering Committee

- To guide the development of clear and cohesive short-, medium- and long-term strategies which address the key findings of the Palm Beach County Housing Assessment (and other important data sets and demographics that may be identified)
- To identify, approach and work with key stakeholders to ensure that the people who need to be around the table are part of relevant discussions
- To engage a third-party consultant to oversee the writing of the PBC Housing Plan
- To communicate regularly with key stakeholders on progress and interim findings
- To hold members accountable to agreed milestones and timelines. This includes agreeing to adjust milestones should circumstances require it.

3. Project principals

- Strategies will be developed intentionally through racial equity lens
- Collaboration is key, strategies are relevant across multiple areas and will be shared and developed across stakeholders.
- The housing plan will connect initiatives across the spectrum of housing interventions, from homelessness to home ownership.
- Inclusive approaches to stakeholder engagement; diverse voices are sought out.

4. Governance Structure



- The Housing Summit Steering Committee will have an extensive base of stakeholders (list currently being developed) with planned and highly structured meetings each one dedicated to one of the four key topics; 1. Finance, 2. Planning, 3. Production, preservation, and rehab and 4. Increased choice.

- The Housing Summit Steering Committee will adapt its monthly meeting to examine specific areas for consideration. Subject matter experts will be targeted for those focused discussions and then, if necessary, branch off.
- Meetings will identify impediments and develop strategies to address these with the support of HLC and third-party consultants.
- Meetings will be communicated broadly through HLC social media, community message boards and targeted reach out to identified stakeholders by Steering Committee members. These meetings will be scheduled out for the full year to provide ample notice and support key stakeholders to be available.

5. Milestones

Timing	Milestone
Jan 2021	Roll out of PBC Needs Assessment.
Jan 2021	Housing Summit Steering Committee confirm governance structure and approach.
February 2021	ID Stakeholders and communication structure for the work.
March 2021	ID Chair, structure, and approach for their work.
April-May 2021	ID Key Elements of the Needs Assessment and Key demographic and market data for basis of the Work Plan including where supplemental information is needed.
March – September 2021	Establish a framework for the subject matter expert meetings to develop recommendations and initiatives. Also identify timing for the work including subcommittee work and structure as may be needed.
June – December 2021	Engage consultant to work with Subcommittees/subject matter experts, HLC staff and HLC Public Policy Committee to refine recommendations and initiatives. HLC Public Policy Committee and consultant develops PBC Housing Plan.
December 2021	Draft of PBC Housing Plan provided to Housing Summit Steering Committee.
Dec 2021 – February 2022	Finalization of PBC Housing Plan.
February 2022	Present PBC Housing Plan at HLC Board for approval.
March 2022	PUBLIC presentation including to BCC meeting for approval.