



Broome County Safe Housing Task Force – Core Group
Thursday, December 13, 2018, 2-3pm
Meeting Minutes

Attendees: Rebecca Rathmell (Co-Chair – Southern Tier Homeless Coalition), Mark Schuster (Co-Chair – BC Health Department), Larry Sall (Landlord – Sall Associates), Chris Faber-Mosley (Attorney – Legal Services of Central NY), Sharon Sorkin (Assistant Corporation Council – City of Binghamton), Tom Costello (Director – City of Binghamton Code Department), Chris Schleider (City of Binghamton Code Department), Josh Phelps (Director – Environmental Health), Christina Cramer (BC Executive’s Office)

1. Internal/External Correspondence Report

- a. Individual meetings to go into more depth – Dee, Dai, and Cheryl Sacco; Chris S. – about landlord support, County auction process, and integrated database. Sharon, Chris FM, and Rebecca to finalize DSS Stop-Rent Notice fact sheet/recommendations next week.
- b. Discussions with Doug English re: GIS capacity to host annual property registrations/potential for County/municipal data integration – Per Mark, hard copy of registration &/or instructions for completing online survey (*Survey123*) could be sent out to owners of rentals with annual property tax information in 2020. Responses free of charge. Municipal quality assurance inspections could follow; eventual potential for occupancy inspections.
- c. City saw demo of another State database for code [MuniCity5](#) by CODE (Community Officials Data Exchange) that is cloud based and GIS compatible. Recommended for consideration.
- d. City specifically has been working on increasing homeownership, Source of Income legislation, Syracuse models, etc.

2. Consensus – End of Year Protocol Recommendations

- a. Shared Integrated Databased
 - i. Base infrastructure for a rental registration
 1. County to provide leadership in extending Memorandum of Understanding to all municipalities to share data; Potential to include updates on what each is doing to reach the goals listed in the MoU.



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2. BOTH an intermunicipal and public version of database the goal, starting with the County GIS & registration information
 - b. Resource page on County website
 - i. ELI-LTM population and property owners
 - c. DSS Stop-Rent notice process/protocol updates to support/inform tenants
- 3. Public Forum(s)**
- a. Community – 30-day announcement, share with media, location unrelated to County or City government
 - i. Brainstorming: series of meetings, February “Housing Awareness Month”, target specific populations
 1. School districts (invite Supers and CIOs)
 2. Landlords
 3. General public
 - ii. Follow with open invitation to Municipal Leaders/County Legislators
- 4. Action Items**
- a. Send resource information to Rebecca, Mark, or Christina