

Homeless Continuum of Care of Stark County

Board of Directors Meeting

Tuesday, October 11, 2016

9:30 am at the Sisters of Charity Foundation

MEMBERS PRESENT

John Aller

Mike Cody

Lynne Dragomier

Amanda Fletcher

Lt. John Gabbard

Kellie Johnson

Beth Pearson

Kelly Perry

Nedra Petro

Shirene Starn-Tapyrik

Jean Van Ness

ABSENT

Cathy Jennings

Kimberly Kroh

Beverly Lewis

Maria Heege

Lisa Miller

Crystal Swartz

I. Welcome/Conflict of Interest Reminder/Approval of August Minutes

At 9:35 a.m., Jean called the meeting to order, welcomed everyone, and reminded everyone of the conflict of interest policy.

Motion: Mike moved to approve the minutes of the August 9, 2016, Board meeting, which were distributed via email. Amanda seconded the motion, and it passed unanimously.

II. Introduction of New Board Member Lt. John Gabbard

Jean introduced new Board member, Lt. John Gabbard, and all directors present introduced themselves to Lt. Gabbard.

III. Approval of Two New Committee Members

The Executive Committee vetted and approved for presentation to the Board, two new committee members, whose questionnaires were sent with the Board meeting materials.

Motion: Jean moved and John seconded the motion to approve Lisa Waikem of SMHA to serve on the Central Intake and Assessment Committee, and Marty Chumney of SMHA to serve on the System Performance Committee. This motion passed unanimously.

IV. Update on Search for Executive Director

Lynne updated the Board on the search for an executive director for the new organization that will manage the HCCSC. After being posted last winter, the job was reposted on the Goodwill site in late September. In addition, it was published in the Canton Repository on October 2, 2016, and was expected to be picked up from there by Monster.com and other sites consolidating job postings. It has also been posted on the HCCSC website. To date, 25 applications have been received in response to these recent advertisements.

Members of the Executive Committee, who form a subset of Search Committee members and are responsible for culling résumés and conducting initial phone interviews with promising candidates, have identified one highly qualified candidate from among those who have applied. Unfortunately, this candidate's current salary is higher than the amount we have budgeted for the executive director position. Although she has indicated a willingness to take some cut in pay if offered the position, negotiations with her will not proceed until other members of the Search Committee have approved her and the committee is confident that the political subdivisions and other partners are willing to entertain the possibility of paying the candidate more than the amount budgeted.

The full Search Committee will meet on 10-18-16 to be updated and to interview the candidate favored by Executive Committee members. As a reminder, in addition to Jean, John, Lynne, and Beth, the members of the Search Committee are Mayor Andreani of Alliance, HCCSC Director Beverly Lewis of Massillon, and Brant Luther, the County Administrator.

V. Update on Plans for New Management Organization

Jean updated the Board on the status of the new management organization. Jean is developing a code of regulations, following the model of the Community Shelter Board's code. The current draft envisions ultimate responsibility for the organization resting in a group of members that will appoint trustees to the Board. Jean has sent out a memo to key stakeholders asking them to be founding members and to appoint trustees. The stakeholders include: Stark MHAR, Sisters of Charity, United Way, the Chamber of Commerce, the cities of Alliance, Canton and Massillon, and Stark County. To date she has had positive responses from the City of Massillon, the United Way, the Chamber of Commerce and Stark MHAR. She will follow up with the others. When all else is ready, she will move ahead to seek approval of the code of regulations from the members who are ready to sign on and include a process for adding other members later.

Joni Close, Executive Director of Sisters of Charity, has developed a 5-year budget which avoids imposing a significant fundraising burden on the new director. She will be sending it to the cities, the county, and other funders shortly.

Nedra asked how the existence of the management organization will affect the work of the HCCSC Board. Jean explained that the role of the HCCSC will not change much. It will continue to approve the CoC application, ESG funding recommendations, and requests for project endorsements from the state and other funders. The CoC will still have to fulfill the responsibilities laid out in the HEARTH Act. However, the HCCSC Board will contract with the management organization on behalf of the CoC to do what Jean and the Regional Planning Commission are doing now. Jean reminded the Board that we broadened the mission of the management organization in August to include, not just managing the Continuum of Care grant process, but assuming responsibility to the community for taking other steps to eliminate homelessness, such as pursuing other sources of funding and, in cooperation with other partners, working on issues such as affordable housing.

John thanked Jean, Lynne, and Joni for moving this process forward.

VI. Discussions of Candidates for November Board Elections

Jean reviewed the materials provided in the emailed Board packets which included: HCCSC Board members and their terms, the regulations governing the composition of a CoC board, and the form from the CoC application indicating relevant organizations and their participation in full member meetings or the CoC Board.

Assuming that all directors who are eligible for re-election are willing to serve another 3-year term, there will be only one other Board seat (Bev Jordan's) that must be filled by the HCCSC members at their November 14th meeting . There is also likely to be another mid-term vacancy that can be filled by the Board. This is the seat held by Lisa Miller from the City of Canton, who will be retiring at the end of 2016.

Discussion followed about the type of member(s) that we should recruit to fill the positions. John recommended recruiting a transitional age youth (TAY) to the Board, noting that it would be useful for the Board to have the perspective of that population. Kelly Perry agreed with this recommendation. She is seeing the number of homeless youth increase as training within the Canton City school district to identify homeless students has improved. As it relates to schools, th4 McKinney Vento law now requires that every single staff member be trained every year to recognize and deal with homeless students. Kelly is trying to ensure that this training takes place across the county. She reported that there are still challenges in identifying homeless youth and their needs in the PIT Count due to (1) confusion about the definition of homelessness and what constitutes a "disability" and (2) TAY's lack of success in shelter, which results in their tendency to avoid shelter, thereby increasing the difficulty of capturing them in the PIT Count.

Additional discussion followed about other gaps on the Board, including representation of outreach, domestic violence, and workforce development programs. After a show of hands, it was determined that the Board would work to secure a TAY and workforce development program representative.

VII. Discussion of Possible Changes to Charter

Jean reminded the Board that, at the November members' meeting, we need to vote on any changes that are needed in Sections I – IX of the Governance Charter. Two possible changes on which she solicited Board feedback included:

- a. Allowing substitutes/proxies to attend Board meetings:
 - The current charter allows a member to submit a vote by email if they are going to be absent.
 - Discussion followed, and, with a show of hands, the Board unanimously agreed not to allow for substitutes/proxies on the Board.
- b. Allowing the Executive Committee to approve committee members
 - Currently, anyone interested in becoming a member of one of the HCCSC committees completes a questionnaire; it is vetted and approved by the Executive Committee and then recommended to the Board for final approval. This process can take a couple of months and become cumbersome.
 - All Board members agreed that the Executive Committee should have the authority to approve committee members and report those actions in the Board Updates.

VIII. Discussion of Agenda for November Members Meeting

The following items were identified as possible topics for the members' meeting on November 14, 2016:
Governance Charter changes

- Update on Executive Director search
- Update on development of the new management organization
- Point-in-Time Count
- CoC and CoC-funded agencies concerns sent to HUD (letter sent to HUD)
- Employment and other hot issues for the next application round, including SSI/SSDI and SOAR
- Overflow shelters

IX. Questions about Board Updates

Jean briefly discussed with the Board the following items included in the Board Updates that were emailed with the Board meeting packet.

- Overflow Shelter – Jean has been working with Steve Robinson (formerly of Total Living Center) to facilitate his efforts to organize an overflow shelter in Canton that will serve women during this coming winter. Based on a program in Nashville called Room in the Inn, Steve is trying to recruit churches to provide volunteers to staff the overflow shelter. Jean reminded the Board that, last winter, there were typically enough empty units available in the permanent shelters to accommodate need on any particular night but that available units often could not be filled for days at a time due to slow cleaning services. In the last few months, Steve has been helping the YWCA and the Family Living Center by providing volunteers to clean vacated shelter units and make them available more quickly. This service should minimize the need for overflow shelter this winter. Steve is also indicating that he and his fellow volunteers could provide transportation if that is the only obstacle to homeless individuals accessing available units at permanent shelters.
- Sequential Intercept Mapping – Jean and John discussed a recent workshop sponsored by Stark Mental Health and Addiction Recovery, in which participants (1) mapped the different stages of involvement by StarkMHAR clients in the criminal justice system and the programs available at each stage to serve the special needs of those clients and (2) identified the four greatest needs of StarkMHAR clients who are involved or have been involved with the criminal justice system. The greatest need identified was housing.
- Article in About Magazine. Jean reported that she, Lynne, Natalie McCleskey, and Jennifer Keaton had been interviewed for an article on the homeless system that should be coming out in The Repository's monthly magazine, *About*, within the next month or two.
- Issues with the City of Canton. – Various reasons have been given for the delay in paying Stark MHAR for HMIS and Hotline work that has been done under contracts with the City of Canton for ESG and CDBG funds. A meeting has been scheduled with John, Jean and City staff, including fiscal staff, to determine how to resolve these issues. It is important that StarkMHAR and the HCCSC can be assured going forward that the City will pay the funds that it has committed to pay. The NAACP's "concern" about

possible fair housing issues related to our use of SPDAT as an assessment tool was mentioned early on as one possible reason for the delay in payment. At the meeting, we will also try to determine how to put that issue to rest.

X. Old and New Business

Amanda provided the following information and updates:

- Follow-up with the Veterans Services Commission. The VSC has responded favorably to the idea of redirecting to a rapid re-housing program funds that it is using currently to shelter veterans in motels for weeks and months at a time. The agency is beginning a strategic planning process and should be ready to launch the RRH program around the first of the year.
- VASH. There is no indication that additional VASH vouchers will become available in the near future to subsidize more permanent supportive housing for veterans. However, the Stark County Veteran Task Force is always advocating for the allocation of new vouchers to Stark County as they become available.
- SARTA Levy (Issue 51). A 10-year renewal levy for SARTA is on the ballot in November. It is important to support our public transportation system since so many of our clients rely on it so heavily.

XI. Adjournment

There being no further business, the meeting was adjourned at 11:30am.