

Homeless Continuum of Care of Stark County

Board of Directors Meeting

April 12, 2016

9:30 am at the Sisters of Charity Foundation

MEMBERS PRESENT

John Aller
Mike Cody
Lynne Dragomier
Amanda Fletcher
Cathy Jennings
Kellie Johnson
Beverly Lewis
Lisa Miller

Kelly Perry
Crystal Sandor
Jean Van Ness

ABSENT

Beverly Jordan

EXCUSED

Maria Heege

Kimberly Kroh
Bruce Lawver
Beth Pearson
Nedra Petro
Shirene Starn-Tapyrik

SOCF STAFF

Shannon McMahon Williams

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

At 9:34 a.m., Jean called the meeting to order, welcomed everyone, and reminded everyone of the Conflict of Interest policy.

Motion: Jean requested a motion to approve the March meeting minutes, which had been distributed to the Board via email prior to the meeting. Lynne moved to approve the minutes. Kellie seconded the motion and it was approved by all except Mike, who abstained.

II. Review and Approval of System Performance Committee Recommendations for Use of ESG and CoC Funds

Beverly Lewis arrived at the meeting.

HCCSC is charged each year with developing recommendations for the City of Canton on its use of Emergency Solutions Grant (ESG) funding. In order to develop those recommendations, the System Performance Committee discussed at its last meeting the ESG funding awards for fiscal years 2013, 2014, and 2015; a document containing that information was distributed to the Board via email before its meeting. Jean reminded the Board that the allocations in 2015 were unusual because Domestic Violence Project Inc. (DVPI), which had received ESG funding for its shelter for several years, missed the application deadline. Therefore, funds that might otherwise have gone to DVPI went instead to the Homeless Hotline and to a new rapid re-housing (RRH) project for veterans at ICAN. The committee anticipates that DVPI will apply this year and that the Hotline will be applying for Community Development Block Grant funds instead.

Jean distributed a document entitled "System Performance Committee Recommendations for 2016 ESG and CoC Funding" (see Appendix A), which outlined the committee's recommendations. She also noted that the

recommendations had been shared with HCCSC members at their March 29 meeting and that members had been invited to ask questions and suggest changes. None were proposed. The Board discussed the recommendations regarding ESG funding therein.

Motion: Jean, on behalf of the System Performance Committee, moved to approve the committee's recommendations for the use of 2016 ESG funding as written in the document "System Performance Committee Recommendations for 2016 ESG and CoC Funding" (see Appendix A). Lynne seconded the motion and it was approved by all except Amanda, Cathy, and John, who abstained.

The Board discussed the committee's recommendations for the use of 2016 CoC funds. Jean noted that HCCSC has followed HUD's suggestions and cues and has reallocated CoC funding to permanent supportive housing (PSH) and RRH in recent years. She noted that, in all probability, more funding will be needed for RRH in the future but that the committee considered it best not to move forward with additional reallocations until the effects of the recent reallocations could be studied.

Motion: Jean, on behalf of the System Performance Committee, moved to approve the committee's recommendations for the use of 2016 CoC funding as written in the document "System Performance Committee Recommendations for 2016 ESG and CoC Funding" (see Appendix A). Lynne seconded the motion and it was approved by all except Amanda and Cathy, who abstained.

III. Review and Approval of New Transfer Policy Recommended by Central Intake and Assessment

Before the meeting, the Board received a document entitled "Policy on Transfer from One Permanent Housing Project to Another" via email (see Appendix B). This draft of the policy was approved by an email vote of the Central Intake, Assessment, and Prioritization Committee after its most recent meeting, and was informed by recommendations from the Quality Assurance Workgroups. Jean noted that this policy will be included in the full Central Intake and Assessment Guide after more changes to the guide have been approved and the committee determines how those changes will be woven into the guide.

Motion: Jean, on behalf of Central Intake, Assessment, and Prioritization Committee, moved to approve the revised transfer policy as written in "Policy on Transfer from One Permanent Housing Project to Another" (see Appendix B). John seconded the motion.

Discussion: The Board discussed the significance of the revisions, which were prompted by discussions at the Quality Assurance Workgroup meetings about a few situations in which it became apparent that clients' needs were not being met in the permanent supportive housing project in which they had been placed. The workgroup discussed these cases and decided to develop a standard method of transferring such individuals, with help from the Hotline, in an effort to keep them stably housed.

Vote: Jean requested the final vote and the motion passed unanimously.

IV. Discussion of Recent Meetings with Political Leaders and Other Development Impacting Plans for Future Management of CoC

At the Board's March meeting, the importance of holding a meeting with all county and city political leaders to discuss funding options for HCCSC was stressed, and Beverly Lewis and Bruce Lawver offered to contact the Massillon and Canton mayors, respectively, to schedule this meeting. Since the March Board meeting, several other meetings have occurred and new developments have arisen concerning the future of HCCSC. Jean provided the Board with the following updates:

- When, after the March Board meeting, Jean continued to have trouble scheduling a joint meeting with the mayors of Canton, Alliance and Massillon and representatives of the county commissioners, she moved forward to schedule a meeting with Mayor Catazaro-Perry on April 6, 2016, and another with Alliance mayor, Alan Andreani, and Stark County Commissioner Janet Weir Creighton on April 7, 2016. Joni Close also attended both of these meetings.
- Regarding funding for HCCSC, neither meeting was encouraging. The leaders reiterated that CDBG public service funds would be their only source of possible funding for the Continuum; however, those funds are in short supply and could only be used for Central Intake and Assessment, which just received a two-year \$50,000 grant from United Way of Greater Stark County.
- Also on Wednesday, April 6, Regional HUD Representative Anthony Forte met with a few HCCSC Board members and committee chairs for a "wellness visit." The primary purpose of the visit was to inform HCCSC that CoC systems (not just projects) will undergo HUD's onsite monitoring starting next year. He was flattering about the progress HCCSC has been making. After those present shared the challenges they have faced implementing the HEARTH interim regulations and the discussions HCCSC leaders have been having about the possibility of merging with the Balance of State Continuum of Care (BOSCoC), Mr. Forte suggested that we should remain an independent CoC if we want to be exemplary, as we are in better shape than BOSCoC in implementing regulations. More details are provided in the April Board Updates.
- Immediately following the meeting with Anthony, Beth informed Jean that Natalie had been hired for another position at Stark County Regional Planning Commission, and that the Commission aims to gradually wean her away from CoC work over the next few months. Discussions with the Commission will continue to determine whether Natalie can continue in her current role until after the submission of the 2016 CoC application.

Jean then invited the Board to discuss these developments and share any suggestions. Once again, the Board reviewed the pros and cons of merging with the BOSCoC. They also discussed the various options for contracting for management services with Strategies to End Homelessness in Cincinnati, noting that this would still require the Continuum to raise a good deal of money to support system-wide expenses. Ultimately, no conclusions were reached, and Jean indicated that she would continue to pursue discussions with the local political leaders.

Amanda left the meeting at this point.

V. Presentation on HUD’s Expectations for Collaboration between CoCs and Local Education Systems

The 2015 CoC application focused a lot of attention on required collaborations between CoCs and local education systems. Kelly, Canton City School District’s Homeless Liaison, provided an update for the Board on her recent efforts to work with Stark County school districts and housing and shelter providers to identify and serve homeless students. During her update, Kelly shared:

- Although all school districts are required to have homeless liaisons, Kelly is the only full-time homeless liaison in Stark County and the only one whose position is funded with federal grant money made available through the McKinney-Vento Act. In other school districts, the homeless liaison position is either volunteer or is one of many duties assigned to an employee.
- Homeless liaisons are responsible for removing all barriers for homeless students so that homeless students have full access to the same resources and opportunities available to non-homeless students. These barriers may include nutrition, education, and transportation. The McKinney-Vento funds support all resources except transportation. Kelly reported that, locally, cooperation exists among the districts to transport homeless students who are living temporarily in districts other than their district of origin.
- Kelly hosted a meeting for all Stark County homeless liaisons on January 26. Of the 17 liaisons, 12 attended. At the meeting, they discussed their service and reporting responsibilities. She reported that it was nice to meet the other liaisons; the meeting was very productive and she plans to host it annually.
- The funding for liaisons will change next year due to the “Every Student Succeeds Act.” Every district will be able to apply for the funding that Canton City currently receives, including funds to support their liaison and students’ needs, with the addition of transportation. ODE predicts that many more districts will apply. However, the funding level will be based on a district’s record of how many homeless students they identify and serve; thus, Kelly will need to impress upon the other Stark County school districts the importance of their recordkeeping.
- Kelly recently mailed packets of information about the services that homeless liaisons provide to local schools and homeless providers. Cathy commented that the posters included in the packet were very helpful, and she feels Kelly is making good progress.

Jean thanked Kelly for her report.

VI. Review and Discussion of Monthly Management Report

Prior to the meeting, the Board received the Monthly Management Report via email. During its discussion, the Board commented that the shelter system appears to be moving effectively and that RRH appears to be moving slowly. Cathy noted that the low service numbers in the report may reflect failures in recording accurate service data rather than failures in providing services.

VII. Questions about Board Updates

A. Meeting with HUD Regional Representative Anthony Forte

The Board requested some further clarification regarding the purpose of Anthony Forte's visit on March 30. Jean responded that HUD will not merely be looking to see whether CoCs are reducing homelessness, but also if they organized themselves and are operating in accordance with all the regulations delineated in the 2012 Final Interim Rule.

VIII. Old Business

A. Stark County Mental Health and Addiction Recovery (Stark MHAR) Funding

John shared that Stark MHAR is in the process of developing its funding recommendations, which will be announced in July. He noted that, in particular, MHAR is focused on helping to fund the development of new projects and housing for its clients. The Board discussed where funding can be found for supportive services.

IX. New Business

The Board had no new business to discuss.

X. Adjournment

There being no further business, the meeting was adjourned at 11:22 a.m.

System Performance Committee Recommendations for 2016 ESG and CoC Funding

ESG Funding

Expectation that Central Intake and Assessment will not be applying for ESG funds this year and will be funded instead through United Way and CDBG funds

- Continue to fund prevention at about same level pending recommendations from Prevention Task Force
- Continue to try to fund some RRH with ESG
- Return to practice of funding some shelter, as needed, with FSG funds
- Continue practice of funding some HMIS expenses with ESG funds

CoC Funding

- Continue roughly same allocation between PSH and RRH as last year
- Look for opportunities offered by bonus funds to increase RRH funding

Policy on Transfer from One Permanent Housing Project to Another
(to be incorporated into the HCCSC's Central Intake and Standardized Assessment Guide)

- A. Circumstances Justifying Transfers. A permanent housing project may request that a client be transferred to another permanent housing project when the client no longer meets the project's eligibility criteria or when that project can no longer satisfy the client's needs. Appropriate reasons for requesting a transfer include the following:
1. Changes in the size or composition of a client's household;
 2. The emergence of verified disabilities that cannot be reasonably accommodated by the project currently serving the client;
 3. Circumstances that justify the client's or the housing project's reasonable belief that the client's continued residence in the project poses an imminent danger to himself or others; and
 4. The client's need for easier access to a particular place of employment or schooling or to essential services, including health care and child care.
- B. Procedures for Effecting Transfers. The following procedures will be observed in effecting transfers requested under the circumstances described above:
1. Any permanent housing project seeking to transfer a client to another permanent housing project must submit a written request which includes the specific reason for the request to the client's HMIS, complete a new SPDAT or FSPDAT in HMIS, and notify the Homeless Hotline promptly;
 2. The Hotline will review the request with the transferring project, determine whether there are available housing options that would better serve the client's needs, review these options with the project, and notify potential new projects of the transfer request;
 3. After the project has determined appropriate available units and discussed those options with the client, the Hotline will work with the project to negotiate the client's transfer to a new unit acceptable to the client and ensure that relevant information about the transfer is documented in HMIS.
- C. Transfers in Cases of Domestic Violence. The HCCSC has adopted a separate policy governing transfers in cases involving domestic violence. (See Policy ____.) That policy conforms to the requirements of HUD's proposed rule to fully implement the Violence Against Women Act. (See 80 Fed. Reg. No. 66, April 6, 2015.)