

**Homeless Continuum of Care of Stark County**

**Board of Directors Meeting**

**August 11, 2015**

**9:30 am at the Sisters of Charity Foundation**

**MEMBERS PRESENT**

Vicki Conley  
Lynne Dragomier  
Amanda Fletcher  
Maria Heege  
Natalie McCleskey  
Lisa Miller  
Crystal Sandor

Shirene Starn-Tapyrik  
Jean Van Ness

**EXCUSED**

John Aller  
Mike Cody  
Cathy Jennings  
Beverly Jordan

Dave Kaminski  
Beth Pearson  
Kelly Perry  
Nedra Petro  
Jeff Shultz

**SOCF STAFF**

Shannon McMahon Williams

**I. Welcome/Conflict of Interest Reminder/Approval of July Minutes**

At 9:35 a.m., Jean called the meeting to order, welcomed everyone, reminded everyone of the Conflict of Interest Policy, and introduced new Board member Crystal Sandor.

**Motion:** Jean requested a motion to approve the July Board meeting minutes, which had been distributed to the Board via email prior to the meeting. Vicki moved to approve the minutes. Lynne seconded the motion and it passed unanimously.

**II. Vote to Approve Appointment of Michele Boone to System Performance Committee**

Prior to the meeting, the Board received an HCCSC Committee Member Questionnaire from Michele Boone outlining her interest in serving on the System Performance Committee and her qualifications. The Executive Committee recommended that the Board approve Michele to serve on the System Performance Committee.

**Motion:** Amanda moved to approve Michele Boone to serve on the System Performance Committee. Vicki seconded the motion and it passed unanimously.

**III. Discussion of Meeting with Fonda Williams about Affordable Housing Plan**

On July 27, Jean and Joni Close (executive director, Sisters of Charity Foundation of Canton) met with Fonda Williams (deputy mayor, City of Canton), Mike Gill (VP of economic development, Canton Regional Chamber of Commerce), and the two chairs of the Comprehensive Plan steering committee to discuss the recent Supreme Court ruling in *Texas Department of Housing v. Inclusive Communities Project*. This ruling serves as an official recognition that policies and practices are subject to challenge under the Fair Housing Act if they have a disparate impact on protected classes by making affordable housing less available to them than to others. During the July Board meeting, Jean expressed concern and the Board agreed that Canton could be vulnerable

to lawsuits based on disparate impact if it did not address affordable housing and Fair Housing in its new Comprehensive Plan. Fortunately, Fonda reported that the Comprehensive Plan will contain an affordable housing plan, and that the City has kept up-to-date on Fair Housing news and is in contact with HUD.

Lisa added that the City is in the process of resolving some existing deficiencies identified by HUD. She stated that Fonda understands the importance of addressing these issues in the Comprehensive Plan. She will continue to provide updates about the affordable housing plan to the Board.

#### **IV. Summary and Discussion of Information Collected about Nonprofit Organizations Managing CoCs**

The Board received two documents entitled “Duties of CoCs and Their Respective Backbone Organizations” and “Information about Three CoCs Managed by Non-Profit ‘Backbone’ Organizations” via email before the meeting. These documents summarize information gathered online and from discussions that Jean and Natalie have held with leaders of nonprofit organizations that are managing CoCs about (1) the structure and functions of their management or “backbone” organizations and (2) the composition of the management organization’s and CoC’s Boards. The organizations discussed (Strategies to End Homelessness in Cincinnati; Homeward in Richmond, VA; and Coalition to End Homelessness in Houston, TX) were recommended as models by Barbara Poppe during a conference call between her and several Board members in July.

All three management organizations examined perform the following functions:

- Serve as the HMIS Lead and the Collaborative Applicant for the CoC
- Advocate and educate the public about homelessness
- Mobilize funding
- Provide expertise on HUD programs
- Provide administrative support for the CoC

The Board then considered the unique features of those three communities and how the information they provided could be relevant to a new 501(c)(3) that would manage the HCCSC. During the course of discussion, the following points were raised:

- Staffing levels at the three management organizations examined vary largely because all three pre-date the HEARTH Act (2009) and have taken on additional functions during their tenure.
- The mission statement of HCCSC’s management organization should be broad enough to allow it to expand its responsibilities as necessary.
- Katie Kitchin (from Corporation for Supportive Housing [CSH]) suggested that HCCSC’s management organization should start with a staff of two.
- Compositions of the management organizations’ boards vary. The management organizations in Cincinnati and Richmond, in particular, have several Board members from the corporate sector that help to oversee fiscal matters. In general, their CoC Boards include providers and representatives of planning entities in the CoC’s jurisdiction, as does HCCSC’s.

- MHR SB is the current HCCSC HMIS Lead, and should remain in that role. However, the management organization could hire a data analyst on a consulting basis to supplement MHR SB’s work.
- Cincinnati receives substantial city and county support. Richmond’s jurisdiction covers seven counties, and some provide more funding than others. Homeward’s executive director believes that those counties that contribute less do not fully comprehend the magnitude of the task of managing a CoC. Therefore, she encouraged HCCSC to educate the community about the realistic cost of running a CoC.
- HCCSC must remain aware of the fundamental differences between Stark County and the communities it researched, taking into consideration the histories of those communities and the organizations that came to manage their CoCs. We must develop a plan that will work for our unique community.

#### **V. Discussion of Agenda for Community Event**

A document entitled “Proposed Agenda for September 10 Homeless Summit” was distributed via email to the Board prior to the meeting. Jean noted that Kevin Finn, executive director of Strategies to End Homelessness in Cincinnati, has agreed to present about how his organization manages the Cincinnati/Hamilton County CoC.

After some discussion, the Board also discussed the following suggestions related to the preparation process and the agenda for the summit:

- There will be a presentation on the HCCSC annual report to the community, most likely delivered by Maria. Board members will receive the newest draft via email to review. Suggested revisions will be due before the next System Performance Committee meeting, when the committee will review the report thoroughly.
- Meetings should be scheduled with key constituents before the summit; those constituents must be identified by the Board soon.
- Katie Kitchin, who will be delivering the keynote address, asked Jean if the “Question and Answer” session scheduled for the end of the summit would be facilitated. The Board discussed possible facilitators, emphasizing that the ideal one should be neutral and should not be answering questions. T
- Guests would most likely find it compelling to listen to a formerly homeless individual or family speak about their experience navigating our homeless system. After some discussion, the Board decided to ask Alliance for Children and Families and ICAN to provide a five-minute video, each featuring an interview with a formerly homeless client to show at the summit.
- Individuals from the universities in Stark County should be invited to the event.
- Administrative staff at the Sisters of Charity Foundation will monitor the guest list as the RSVPs come back to ensure that the key constituents invited are attending.

#### **VI. Old Business**

The Board had no old business to discuss.

#### **VII. New Business**

#### **A. CSH Opening Doors Institute**

CSH is holding the Opening New Doors Institute, an opportunity for PSH providers and partners in Ohio to collaborate on developing and gaining support for new supportive housing projects. The Institute will feature a series of trainings, and groups that attend are expected to complete the session with an application for a new project in hand. Funding agencies from Ohio will be present.

Jean distributed a notice about the Institute to members of HCCSC, but received no immediate positive reaction about it from providers. The registration deadline has been extended and Katie Kitchin is encouraging Stark County to send a representative. Shirene encouraged providers to consider attending, as the training was very useful for her in developing A-FIRST.

#### **B. CSH Returning Home Ohio Program**

This is an initiative to prevent homelessness and reduce recidivism among ex-offenders. Natalie announced that CSH has given HCCSC an opportunity to provide data to illustrate the need for a program like this in Stark County, as CSH is meeting with the Ohio Department of Rehabilitation and Correction soon.

#### **C. Project Homeless Connect**

The event will be held on August 25<sup>th</sup> from 9 a.m. to 3 p.m. at the Canton Memorial Civic Center. Amanda noted that anyone interested in volunteering should contact Taylor Brady at Goodwill. On August 21<sup>st</sup> from 1-4 p.m. at SARTA, volunteers will be assembling toiletry bags for the event, and Board members are welcome to join.

#### **D. 2016 PIT Count**

Carla Wright from ICAN will most likely be assuming a leadership role in the Count again this year. Preparation will begin in September.

#### **E. SPDAT “Train the Trainer” Session**

The session will be held Thursday, August 13 in the Sisters of Charity Foundation conference room at 9 a.m. This will allow us to be independent with training new SPDAT users in our community, instead of relying in OrgCode Consulting, Inc. to administer all trainings.

#### **F. Multi-Family Board Meeting in Columbus to Review ACF’s BFIRST Project and Vote to Support Budget Changes to ACF’s Capital Funding to End Homelessness Initiative (CFEHI) Application**

Shirene announced that she will attend the Multi-Family Board meeting in Columbus the day after the HCCSC Board meeting regarding her application for OHFA CFEHI funding for BFIRST. She welcomed any Board member who would like to attend with her.

On the morning of the meeting, Natalie received an email from the housing analyst at OHFA charged with reviewing all CFEHI applications alerting her to recent changes made in the BFIRST budget relating to on-site case management and requesting approval for these changes from the HCCSC Board. Shirene clarified that the case management being cut is non-clinical, meant to be used for housing or leasing support. Other agencies will be providing supportive services. Jean requested that Shirene leave the room so that the other Board members could discuss the changes and conduct a vote to approve them. Shirene left the room at this point.

Throughout the ensuing discussion, the Board considered the following points:

- The Federal Home Loan Bank (FHLB) is scrupulously verifying that projects comply with the plans presented in their applications (on which their overall score is based).
- The budget adjustment appears to be an earnest attempt to moderate operating cost based on legitimate concerns that not all the operating funds projected in the original budget may be available.
- The Board has shown commitment to the project thus far.

At Jean's request, Amanda left the room at this point, as ICAN is also applying for CFEHI funding.

**Motion:** Lynne moved to approve the changes that Shirene described to ACF's application for OHFA CFEHI funds. Vicki seconded the motion.

**Discussion:** Lisa added that the City of Canton is in support of BFIRST. The City is in the process of exploring providing HOME funds for the project, but must first complete substantial amendments to its 2015 Action Plan.

**Vote:** Jean requested the final vote, and the motion was approved by all except Lisa, who abstained.

## **VIII. Adjournment**

There being no further business, the meeting was adjourned at 10:55 a.m.