



Homeless Continuum of Care of Stark County

No one should experience homelessness. No one should be without a safe, stable place to call home.

HOMELESS CONTINUUM OF CARE OF STARK COUNTY

Board of Directors Meeting

December 10th, 2013

Held at

Sisters of Charity Foundation of Canton

In Attendance

Jean Van Ness
Natalie McCleskey
Beth Pearson
Beverly Jordon
Vicki Conley

Shirene Starn-Tapyrik
Jeff Shultz
Melissa Pearce
Lynne Dragomier
Shana Rozier

Excused

John Aller
Cathy Jennings
Maria Heege

Absent

Kirby Freeman

Call to Order

HCCSC Board Chair Jean Van Ness called the meeting to order at 9:30 a.m. She asked for a motion to approve the edited minutes that were distributed via email. Vicki Conley moved to approve these minutes as circulated. The motion was seconded by Melissa Pearce and approved unanimously.

Centralized Intake and Assessment Committee Report

Shirene Starn-Tapyrik reported that Anthony Forte from HUD's regional office suggested that the Central Intake and Assessment Committee use the policies and procedures adopted by Toledo as a model. Colleen Velez from CSH recommended that we also look at Delaware's policies and procedures. Our Centralized Intake and Assessment Committee has been reviewing both these models and is making good progress in adapting them for our use. Shirene added that she is willing to help Natalie with questions 3C7, 3C8, and 3C9 on the 2013 CoC application, all of which relate to central assessment. All application questions that will require Board input were distributed, and the board will be addressing them at its January meeting.

The other area the committee is working on is the standardized assessment instrument. In a recent webinar, the National Alliance to End Homelessness reported that Stark County had

developed and uses the best assessment tool for diversion in the country. This was developed under the YMCA in approximately 2010. Jean noted we have been receiving new information about central assessment tools that the committee cannot ignore and that we need to make sure questions are answered before proceeding with a final choice of instruments. Hopefully, we will have a decision on how to proceed by January and will be able to schedule training thereafter.

Executive Committee

Jean reminded the Board that, at their November 18 meeting, members approved a motion to allow an email vote if and when candidates have been identified to fill the two seats available on the Board. She reported that she had met with Bill Shivers, President of the Akron-Canton Region for Huntington Bank. Although he had a conflict which made him unable to serve on the Board, he suggested that we consider Darren Boyle, the Senior Vice President for Commercial Banking, as a possible substitute. Jean will meet with Mr. Boyle to pursue this possibility further. For the second seat, we would like someone with data management expertise. John Aller received the names of some candidates from Linda Ferguson, and Shirene suggested John Kelley from the University of Akron. Jean will follow up with these individuals.

Jean updated the committee on funding for the new HMIS staff. In October, HMIS submitted a proposal for funding to hire (1) one full-time, temporary staff person for a year to eliminate the current data entry backlog and (2) one permanent full-time staff member. The total cost for these two employees for one year is just under \$100,000. She has requested grants these two positions for the first year while the council looks for long-term funding for the permanent position. The Silk Foundation has committed \$8,000 and the Deuble Foundation has given \$10,000. Applications have been submitted to the Austin-Bailey Foundation for \$15,000 and the Hoover Foundation for \$25,000. The Sisters of Charity and Stark Community foundations will both consider requests in the new year. Aultman seems interested, but has yet to accept an application.

At the members' meeting, discussion had taken place about having one more meeting a year than required by the charter. Following discussion, the Board agreed to schedule a meeting for the week of March 17th.

Jean asked for any suggestions for improvements to future meetings. It was generally felt that the format of the meetings is acceptable. It was suggested that new members receive background information on presenters and a list of acronyms, as well as information on parking.

Recipient Evaluation & Review Committee

Beth reported that, at the last Board meeting, two sets of policies and procedures were distributed: one for the Continuum of Care program and one for Emergency Solutions Grant funding. There are two sets of policies for the Continuum of Care: one for evaluating the CoC program and the other for inviting and reviewing funding applications. CoC funding comes from a competitive application. ESG funding is received by the City of Canton and goes to programs that benefit Canton residents.

A concern was raised regarding the time given for CoC-funded programs to improve their performance in cases where deficiencies have been identified. Beth explained that the goal is to provide assistance to poor performers and to monitor them closely to promote swift correction of

any deficiencies but to give providers an opportunity to improve performance before funding is removed. It was also suggested that we require CoC-funded projects to submit all HUD and other monitoring/audit reports.

Regarding the review of new policies and procedures for ESG applicants and recipients, Beth noted that an Emergency Solutions Grant workshop will be held Friday, December 13th, for the 2014 funds.

Jean noted that the Board would need to approve both sets of documents. In the case of the ESG documents, however, the Board approval would constitute a recommendation to the City of Canton to adopt these documents for use in the ESG program since the city has final authority over that program.

Beverly Jordon moved to approve the ESG procedures. Motion seconded by Lynne Dragomier. Motion carried with an abstention by Melissa Pearce.

Beth Pearson moved that the CoC policies and procedures be approved, subject to two amendments providing : (1) that all monitoring forms be collected and reviewed as part of the evaluation procedures an (2) that the evaluation procedures and status reports submitted by funded projects include the collection and review of information needed to evaluate cost-effectiveness. Seconded by Vicki Conley. Motion carried.

Beth reported that the 2013 CoC application is being completed and is due February 3rd. We are required to have the draft application on the website before the application is submitted. This will be available the Friday before the next Board meeting in January. The actual application will be presented for approval at that Board meeting. Putting this application together has been a collaborative effort. The application is a little different this time, due to late timing for the 2013-2014 year. We will have one opportunity to do the first part of the application which solicits information about system-wide policies, practices, and performance . Whatever scores are given on this part will used in determining funding both for 2013 and 2014.

It was noted that the Canton City School District has just hired a homelessness liaison. The district holds a meeting every quarter. If there is something that can be put on their agenda, this may be beneficial.

Beth noted that a training webinar will be held later in the day for the eight large CoCs in the state of Ohio.

System Performance & Planning Committee

It was noted that there is nothing new to report since the previous meeting. The shelter work group is meeting next week.

Old Business

Jean mentioned that she had contacted Arts in Stark to tell them that Vicki Conley and Lynne Dragomier had agreed to serve as the HCCSC's representatives in discussion about a possible partnership to bring an award-winning documentary about a homeless teen to Stark County. Since she did not hear back from them, she will call again.

New Business

Regarding veterans' housing, it was noted that about 355 veterans had yet to be served in Stark County to meet the goal of ending homelessness by 2015. Natalie McCleskey will take responsibility for getting information about the program and gathering resources.

Adjournment

There being no further business, Jean moved to adjourn the meeting.