

**HOMELESS CONTINUUM OF CARE OF STARK COUNTY
BOARD MEETING
Tuesday, April 10, 2018
9:30am at the Community Campus at Goodwill
Meeting Minutes**

Members Present

JoAnn Breedlove
Shannon McMahon Williams
Amanda Fletcher
Cathy Jennings
Kim Kroh
Cheli Curran
Lynne Dragomier
John Aller
Danelle Lightner
Rollin Seward
Beverly Lewis

SHN

Marcie Bragg
Melissa Terrell

Excused

Maria Heege
Marty Chumney
Shirene Starn Tapyrik
Lt. Gabbard

I. Welcome, Introductions

At 9:31 a.m., Marcie Bragg, Board Chair, called the meeting to order and welcomed everyone.

II. Review and Approval of March 2018 Meeting Minutes

Motion: Marcie requested a motion to approve the March 13, 2018 Homeless Continuum of Care Board meeting minutes as presented. Shannon made a motion to approve. Cathy seconded the motion and it was passed by a unanimous vote of all members present.

III. Employment Meeting and Next Steps

On March 21st Stark County homeless providers, ICAN and the YWCA, met with the Workforce Initiative Association, Ohio Means Jobs, and the Stark County Library to discuss the coordination of employment services. The agencies involved aim to introduce individuals into a familiar setting, such as the library, as a method to provide employment information and resources to participants. Providers may also offer additional supports to participants by introducing them to services offered by the library. The next step is for Amy Miller (Ohio Means Jobs) to schedule time with housing providers to deliver training on how the Ohio Means Job system works and how to set-up an Ohio Means Jobs account.

Discussion: There was discussion around additional system supports, such as job search assistance, retention, and supporting participants gain and retain employment. The Board members considered if there are supplemental funds for supporting participants with childcare and transportation. The Department of Jobs and Family Services (DJFS) has an employment program that provides a supportive services retention pack that includes vouchers for work attire, transportation, and hygiene products. Anyone can apply for this TANF funded program at DJFS. The Systems Performance Committee (SPC) has been reviewing rapid re-housing recidivism to identify obstacles and challenges that those returning to homelessness are facing; any conclusions will be provided to the Board.

The Homeless Continuum of Care of Stark County (HCCSC) Executive Committee has approved member changes to the Coordinated Entry System committee (CES), the Systems Performance committee (SPC), the HMIS committee, and the HCCSC Board. The HCCSC is welcoming the following individuals to committees: Danelle Lightner and Shirene Starn- Tapyrik will join SPC; Jack Cameron will join CES; Julie Sparks will join the HCCSC Board in June or July; David Besse, 415 Group, is joining the HMIS committee and will hold the position of Committee Chair.

IV. Review and Approval of Revised FY 2018 Local CoC Application and Scoring Form

At last month's HCCSC Board meeting, Shannon (chair of the Recipient Approval and Evaluation Committee) described the revisions and updates made to the 2018 Local CoC Application and Scoring Form. There have been minor changes to the application since the last update which are as follows: on page 11, Section E Returns to Homelessness subpart i,ii, and iii were updated to reflect the accurate timeframe of data that will be reviewed.

Motion: Marcie requested a motion to approve the 2018 Local Continuum of Care Application as presented. Kim made a motion to approve. Shannon seconded the motion and it was passed by a unanimous vote of all members present.

There were no revisions to the 2018 local scoring form since the last HCCSC Board meeting.

Motion: Marcie requested a motion to approve the 2018 Continuum of Care Scoring Form as presented. John made a motion to approve. Amanda seconded the motion and it was passed by a unanimous vote of all members present.

The 2018 local competition timeline was presented to the HCCSC Board during the March meeting. There were no changes made to the timeline since the last HCCSC Board meeting.

Motion: Marcie requested a motion to approve the 2018 Local Competition Timeline as presented with the understanding that dates may change depending on the release of the Department of Housing and Urban Development's Notice of Funding Availability. Lynne made a motion to approve. Rollin seconded the motion and it was passed by a unanimous vote of all members present.

V. Review and Approval of Transfer Form

The HCCSC policy *D.2 HCCSC Coordinated Entry Guide* references a form that will be used by providers to request a participant transfer. The form was produced to create uniformity across all agencies requesting an internal or external project transfer. Providers have been using this draft form to request transfers. The completed transfer form will be provided to Homeless Navigation.

Discussion: The Board members recommended a change to the form which includes adding additional room for explanation under "Has the participant had any one or more of the following housing concerns" on page one.

Motion: Marcie requested a motion to approve the Transfer Form with the recommended change. Beverly made a motion to approve. Kim seconded the motion and it was passed by a unanimous vote of all members present.

VI. Coordinated Entry System

Marcie updated the HCCSC Board on the HUD technical assistance (TA) call with Jonathan Cox, Senior Associate with Center for Social Innovation. The HCCSC representatives on the TA call included: Natalie McCleskey and Scott Schnyders CES co-chairs; Jennifer Keaton and Teresa Ponchak with Homeless Navigation; and Marcie and Melissa with the Stark Housing Network. Jon provided a call summary email to Marcie and outlined that the HCCSC has a comprehensive policy that meets the requirements of HUD guidance contained in the self-assessment and guidance published in January 2017. Currently the HCCSC holds weekly "By Names" committee meetings to address the first 25 names on the permanent supportive housing (PSH) list; housing providers, emergency shelters, Homeless Navigation, and the Collaborative Applicant are present during these meetings. As a committee, these names are discussed and Homeless Navigation will coordinate a specific agency to work with an applicant. Jon suggested that the HCCSC should add language to the CE policies that outlines the By Names meeting and identifies that representatives from Coordinated Entry and the Collaborative Applicant are present at those meetings.

Discussion: Board members discussed that a direct referral system is not a requirement by HUD at this time, but that the HCCSC should consider moving towards a direct referral system in anticipation that this will become a HUD requirement.

VII. Rapid Re-Housing

Rapid Re-housing (RRH) providers, ICAN and the YWCA, have been meeting to analyze the structure of the RRH projects. There was guidance provided in January by HUD that outlines specific mandates for RRH projects. One of the new requirements for RRH is a utility allowance. Implementing this new requirement could result in lowering a participant's rent contribution which is counter to incremental rent increases that lead to a participant's ability to pay 100% of the rent payment. RRH recidivism data is being reviewed to identify some of the self-sufficiency barriers that participants may face. There are several areas of focus for the RRH projects, such as the length of time a participant can remain in the project, the type of rent calculations that the RRH projects should use (HUD accepts four different methods of rent calculation) and employment retention. Some of the challenges identified by providers are as follows: not being able to screen out applicants; limited amount of affordable housing; participant engagement in services or gaining employment; the risks associated with gaining employment and losing benefits. RRH providers will continue to focus on strategies to increase outcomes for RRH participants and will continue to update the HCCSC Board.

VIII. Code of Conduct and Conflict of Interest Policies

Marcie addressed the Board regarding the Conflict of Interest policies and reminded members that a conflict of interest disclosure form should be completed annually for all members. The Board members were given a hard copy of the disclosure form to complete and sign for the Stark Housing Network's records. Those members not present will be asked to complete the disclosure at first opportunity.

IX. Old Business

N/A

X. New Business

The National Alliance to End Homelessness blog and email updates provided the finalized federal budget for 2018. There were significant increases in funding for housing programs.

XI. Adjournment

With no further business to be discussed, at 10:39am the meeting adjourned.