

**HOMELESS CONTINUUM OF CARE OF STARK COUNTY
BOARD MEETING
Tuesday, August 13, 2019
9:30am at the Community Campus at Goodwill
Meeting Minutes**

Members Present

Cheli Curran
Lynne Dragomier
Cathy Jennings
Kim Kroh
Danelle Lightner
Rollin Seward
Maria Heege
Beverly Lewis
John Aller
JoAnn Breedlove
Marty Chumney
Shannon McMahon Williams
Shirene Starn-Tapyrik

Members Not Present

Captain John Gabbard
Lisa Warden
Julie Sparks

SHNI

Marcie Bragg
Melissa Terrell

Guests

Natalie McCleskey
Scott Schnyders

I. Welcome and Approval of May Meeting Minutes

At 9:34 a.m., Marcie Bragg, Board Chair, called the meeting to order and welcomed everyone. Marcie welcomed guests Natalie McCleskey and Scott Schnyders and thanked them for attending the HCCSC Board meeting to discuss Coordinated Entry (CE) activities.

II. Conflict of Interest Reminder

Marcie reminded the Board members of the conflict of interest policy. HCCSC Board members that receive Continuum of Care (CoC) funding must exit the meeting for the discussion of the approval of the FY2019 Conditional Priority listing.

III. Review and Approval of the July 2019 Meeting Minutes

Motion: Marcie requested a motion to approve the Homeless Continuum of Care of Stark County Board meeting minutes for the month of July as presented. Lynne moved to approve. Cathy seconded and the motion was carried by a vote of all members present except Marty Chumney, who abstained due to his absence from the previous meeting.

Marcie reminded Board members of Robert's Rule of Order; Board members may provide a motion or a vote on meeting minutes for meetings they did not attend.

IV. Review Activities of the Coordinated Entry Committee

- a. The Coordinated Entry (CE) Committee meets on the fourth Tuesday of every month. Natalie McCleskey of ICAN Housing and Scott Schnyders of The Refuge of Hope co-chair the CE Committee. Natalie provided the Board with an overview of Homeless Navigation's role and activities at the "Hotline". She shared that Homeless Navigation (HN) has worked hard to provide an accurate (active) count of households on the HCCSC's Prioritization List (PL) for Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH); historically the PSH and RRH applicant numbers have been in the 200+ range. HN staff worked overtime to purge the PL lists to eliminate applicants that are no longer seeking/need

services; HN has over two thousand incoming and outgoing calls per month that are either entered into or diverted from the system.

- b. Scott provided Board members with an overview of the Friday By Names Workgroup meetings. Every Friday morning local housing providers review the first 25 names on both the PSH and RRH PL. During this workgroup meeting, providers receive applicant referrals, identify additional participant barriers, and troubleshoot difficult cases. Through these workgroups, policy is put into practice and recommendations for policy change is forwarded to the Quality Assurance and CE committee for review.

Shirene Starn-Tapyrik entered the meeting at 9:42am.

- c. Scott discussed the concept of a document ready PSH and RRH prioritization list. A document ready PL would identify the participants that have all of their documents uploaded in to the HMIS and only these participants will be considered for housing when a unit is available. Scott stated that there are benefits and drawbacks for the HCCSC to move towards a document ready list. A benefit to moving towards a document ready list is that participants will gain housing quicker because providers will not need to assist with obtaining participant documents; a drawback would be that the most vulnerable participants may have the most challenges when obtaining documentation and these participants would not have the same access to housing opportunities, as the document ready participants.
- d. Natalie discussed policy changes that are provided to the HCCSC Board for approval. Workgroups and committees are practicing policy and developing recommendations for policy changes throughout the year; due to the continuous effort of workgroups and committees ensuring that our policies reflect our practices, updated policy changes are recommended frequently. The CE committee recommended that policy revision recommendations be reviewed by the CE committee during the months of April and October and forwarded to the HCCSC Board for review during the months of May and November. A monthly training meeting is held for HMIS users and the Stark Housing Network, Inc. (SHNI) in conjunction with the HMIS Lead agency has agreed to provide policy training for HCCSC approved policy changes at monthly trainings that follow the board approved policy changes.

V. 2019 National Conference to End Homelessness

The National Conference to End Homelessness took place during July 21st – 24th. Stark County was represented by the following agencies: Alliance for Children and Families; SMHA; YWCA; StarkMHAR; Refuge of Hope; and SHNI. Stark County representatives created a strategy for covering conference sessions that are areas of focus for the HCCSC. The representatives attended sessions related to dashboards, data, RRH, shallow subsidies, system diversion and the marginally housed population.

Discussion:

- a. The HCCSC Board members had a robust conversation regarding the national conference sessions and Stark County's high eviction rates. National data shows that Canton has the fifth highest eviction rate for a city of its size. Evictions create difficulty for project participants to find housing with private landlords; many subsidized and private landlords are looking back five years for evictions. Sessions at the national conference included communities that are intervening before court filed evictions and the findings showed costs cut in half and a decrease in crime for these communities. Board members discussed that education on evictions, subsidy hardships, and housing quality standards should be provided to project participants. HUD no longer funds Homeless Prevention or Emergency Assistance so sustainable ways to support these gaps should be considered by the community. Board member Lynne Dragomier stated that she has spoken to her congregation's outreach and they have considered a "rainy day" fund that would spearhead a project in the community to assist with these gaps; she stated that her congregation would need the involvement of the HCCSC Board and assistance with how to utilize funding. The Board discussed bringing together local churches to provide education on how they can assist in the community and the possibility of local churches putting the funding raised into one pot of funding that could only be accessed through a good steward. Board members also discussed the need to vet all funding, the need to set clear expectations for funds, and access to funding in a centralized place that would limit duplication of services. Board member Shannon McMahan Williams stated that Heather Weaver of Catholic

Charities, and chair of emergency assistance meetings, has been leading conversations about emergency assistance providers entering data into the HMIS and Shannon has requested that Heather be included in future conversations around collaborating with local churches. Marcie recommended some next steps for the HCCSC which are as follows: 1) identify the need in the community; 2) propose how to track funding; 3) determine desired outcomes to evaluate effectiveness.

- b. Other conference conversations included the concept of “upstream” engagement which identifies households that are likely to enter into the homeless system and outreaching those that are identified. For example, there are many people at the Stark County jail for domestic violence related cases and “upstream” would outreach the families involved to see if they need assistance with remaining stably housed. The need of Affordable Housing or Shared Housing was discussed briefly.

At 10:43am, guests Natalie Mcleskey and Scott Schnyders left the meeting.

VI. Review of Continuum of Care Competition (Attachment)

Marcie distributed the FY2019 Continuum of Care Competition Summary to Board members for review. The HCCSC has received twenty-four FY2019 Local Applications, eighteen of which were renewal projects and six new projects. The amount requested for new and/or expansion projects exceeded the CoC Bonus funding available to Stark co. HUD released the Notice of Funding Availability (NOFA) on July 3rd. HUD announced that Stark Co. is eligible to apply for \$258,553 in bonus funding for RRH projects that serve victims of domestic and on July 24th, the Stark Housing Network, Inc. (SHNI) released a public notice to solicit additional applications for RRH projects that serve victims of domestic violence; both new projects and CoC established RRH projects are eligible to apply for the funding. The Recipient Approval and Evaluation Committee (RAEC) met on August 7th to set Conditional Priority Listing recommendations for the HCCSC Board; if the SHNI receives additional applications for the domestic violence bonus funding, the RAEC will meet again on September 4th for project review and scoring. The receipt of additional applications could affect the current recommended Conditional Priority Listing. Projects that have submitted expansion project requests are required by HUD to submit three applications in the HUD eSNAPS system and all projects are required to submit project applications into eSNAPS by August 23rd whether the project application will be considered for the Final Priority Listing or not.

VII. Old Business/New Business

- a. Marcie addressed last month’s Board meeting regarding the discussion about two properties in ICAN Housing’s PSH portfolio in a highly criminal area and the YWCA’s similar struggle with a PSH property. There are concerns for the safety and stability of project participants and project staff. HCCSC Board member Rollin Seward offered to schedule a meeting with Andrea Perry, Public Safety Director of Canton City, to discuss possible options on how to address safety concerns in the PSH projects.
- b. An HMIS All User meeting will be held on August 14th, 10:30am, at Goodwill. The new HUD data standards and the impact to the annual performance reports for the October 1st implementation will be discussed.
- c. Domestic Violence Project Inc. is having a retirement party for Connie Kincaid on August 28th at 1pm; anyone is welcome to join.

At 11am, CoC funded providers left the meeting to not pose a conflict of interest in approving the FY2019 Conditional Priority Listing.

VIII. Approval of FY2019 Conditional Priority Listing

- a. The RAEC met on August 7th to score and rank new and/or expansion projects; the renewal applications were scored and ranked in June prior to the release of the Notice of Funding Availability (NOFA) on July 3rd, 2019. The RAEC did a thorough review of the new and/or expansion project application narratives. Marcie distributed the FY2019 Conditional Priority Listing to the Board for review. The projects ranked 1-18 are annual renewal projects and the remaining applications are new and/or expansion projects. According to the NOFA, all projects, including new and/or expansion projects are required to select Dedicated or Dedicated Plus when completing the HUD eSNAPS applications. Dedicated projects are “100% Dedicated” PSH projects that commit 100% of its beds to chronically homeless individuals and families; DedicatedPLUS” PSH projects where 100% of the beds are

dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, and at minimum, meet at least one of HUD's definition chronically homeless. The RAEC approved the Conditional Priority Listing without the inclusion of a new project application that did not meet the Dedicated or DedicatedPlus criteria outlined in the NOFA. The SHNI submitted an Ask A Question to HUD three weeks ago for further clarification regarding Dedicated and Dedicated Plus criteria; the SHNI has not received a response.

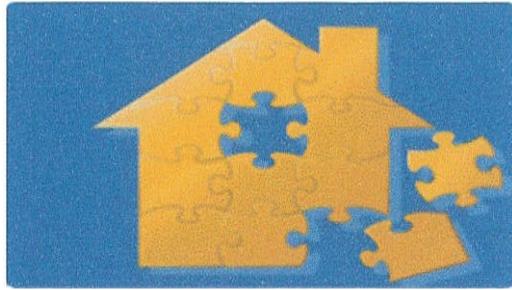
- b. Marcie thanked Shannon for chairing the RAEC and thanked the RAEC for all of the hard work they do throughout the year. Additionally, the RAEC has two new members, Bob Fernandez, community volunteer, and Alyson Holland, Walsh University. Marcie also thanked RAEC member Bob Fay, Certified Public Accountant, for reviewing financial documents for the local application competition.
- c. Stark County is eligible to apply for \$258,553 in bonus funding for RRH projects that serve victims of domestic violence. On July 24th, the SHNI released a public notice soliciting applications for the bonus funding. Project applications seeking bonus funding to serve victims of domestic violence are due to the SHNI by August 23rd. The current FY2019 Conditional Priority Listing may be affected by the submission of new applications. If new applications are received by the August 23rd deadline, the RAEC will meet on September 4th to score and rank the new project applications.

The Recipient Approval and Evaluation Committee is recommending to the Homeless Continuum of Care of Stark County Board the approval of the FY2019 Conditional Priority Listing with the following two conditions that may need additional approval: 1) Stark Housing Network, Inc. receives additional guidance from the Department of Housing and Urban Development regarding the eligibility of new projects; and 2) the FY2019 Conditional Priority Listing Tier II new and/or expansion project ranks may be affected by applications seeking the domestic violence bonus funding.

Motion: Marcie requested a motion to approve the FY2019 Conditional Priority Listing as presented with the two conditions. Maria moved to approve. Rollin seconded and the motion was carried by a vote of all members present.

IX. Adjournment

With no further business to be discussed, at 11:30am, the meeting adjourned.



**HOMELESS CONTINUUM OF CARE
OF STARK COUNTY**

Date local CoC Application Opened: April 12, 2019

Local CoC Application Due Date: May 31, 2019

Total Applications Received: 24

Total Amount Requested in Applications: \$3,281,486

**Total Amount of Additional Available Funding:
\$258,553***

**Local Application Due Date for Available Domestic Violence Funding:
August 23, 2019**

Recipient Approval and Evaluation Committee

Reviews, scores and ranks each application in order based on

HCCSC Approved Scoring Criteria and Priorities

Notice of Funding Availability (NOFA) Release Date:	July 3, 2019
CoC Application to HUD Due Date:	September 30, 2019
Stark County CoC Annual Renewal Demand (ARD):	\$2,877,067
2019 HUD Funding Available	
Tier 1	(94% of ARD)
	\$2,704,443
Tier 2	(6% of ARD)
	\$172,624
Bonus	\$143,853
DV Bonus	\$258,553
CoC Planning	(not ranked)
	\$86,312

*Refer to the FY2019 Continuum of Care NOFA for DV Bonus Funding Criteria
SHNI Revised 8.5.2019