

**Recipient Approval & Evaluation Committee (RAEC) of the
Homeless Continuum of Care of Stark County (HCCSC)**

Meeting Minutes: July 9, 2020

Conference Call

Attendees: Shannon McMahon Williams, Bob Fernandez, Bob Fay, Amy Krebs, Renee Biggums; Marcie Bragg, and Melissa Terrell

I. Welcome, Introductions

At 10:03am, Shannon McMahon Williams, committee chair, called the meeting to order.

II. Conference Call Objectives

Marcie outlined the conference call objectives with committee members. The objective of the conference call is to provide an update to committee members about the Stark Housing Network's and HCCSC's work in recent months to prepare for and respond to the COVID-19 pandemic and to provide an update on the FY2020 Continuum of Care (CoC) grant competition.

III. STARK COUNTY HOMELESS SYSTEM COVID-19 RESPONSE *(See Attachment 1)*

Marcie reviewed the Stark County Homeless System COVID-19 Response document that was sent to members via email prior to the meeting. The document outlines COVID19 specific funding that the Stark Housing Network, Inc. has received or prioritized. Marcie highlighted the COVID-19 Task Force activities and outcomes. The COVID-19 Task Force was created in March and daily calls were held with community partners such as housing providers, the health department and local foundations etc. The calls act as a support for providers and assist in strategizing a systematic response to COVID-19; the calls are now only taking place on Tuesdays with an optional meeting on Thursdays if topics need to be discussed. There have been several funding opportunities provided to Stark County in response to the pandemic including assistance from local charities; Marcie summarized each of the funding sources and the eligible activities under each award, the amount that was awarded, and the amount of funding remaining. During the initial response to the pandemic, local foundations provided funding to address new needs of the homeless system providers such as the expense to secure and pay for the services of a cleaning company for emergency shelters. Dawn Miller, COVID-19 Task Force attendee, is connected to The Faith Family Church that was seeking an opportunity to assist the community; these funds have not yet been utilized in the event there are additional gaps in other funding streams. COHHIO provided each CoC with \$10,000 without an application process; a portion of these funds were used to reduce congregate living areas within the shelters by purchasing mini refrigerators and microwaves for each unit. The COHHIO award for \$60,000 was provided to support the costs of emergency shelter alternative sites including hotel/motel stays. The Ohio Housing Finance Agency (OHFA) provided funding to Stark County to support the following activities; homeless prevention, rapid rehousing, and emergency rental assistance. Letters of inquiry were sent out to HCCSC Members and providers to determine interest in this funding opportunity; agencies that that submitted an inquiry were awarded funding. All agencies that applied for the OHFA funding are existing CoC providers, with the exception of Catholic Charities; additional financial information was requested from Catholic Charities and Bob Fay has reviewed the financials for the Stark Housing Network, Inc. (SHNI) to move forward with grant agreements. Marcie pointed out that the SHNI received a SBA payroll protection award with the assistance of RAEC member, Bob Fay who also serves as SHNI's Certified Public Account (CPA). The City of Canton (City) is the recipient of the Emergency Solution Grant (ESG) CARES Act funding and the City is required to submit to HUD a revised Con Plan for 2019 in order to receive the funding award. The City is required to provide HUD with the name of the agencies who will be sub-recipients for the first round of funding, and therefore, with the quick turnaround timeframe, this was not taken through the RAEC process. However, the SHNI worked closely with the Chair of the RAEC, Shannon, throughout this process and requested approval from the HCCSC Board. The SHNI plans to take the second round of ESG CARES Act funding requests through the RAEC process.

IV. Ohio Development Service Agency (ODSA)

- i. Marcie received clarification from an ODSA staff member, Amy Bullard, that applications for the Homeless Crisis Response Program and/or Supportive Housing Project 2020 funding year will not require CoC endorsements. Each grantee will receive an allocation amount based on their existing award. This means that the committee will not need to review summary narratives or budgets from applying providers.
- ii. The Stark County Homeless System COVID-19 Response document shows that Stark was awarded ODSA funding for Rapid Rehousing (RRH) projects. ODSA utilized a predetermined amount and requested that the agencies administering the grants submit an application within two weeks. Both ICAN and the YWCA administer an ODSA funded RRH project; after discussions with both agencies, the YWCA was not interested in receiving the award so ICAN Housing will receive the full amount.

V. 2020 CoC program Competition Update

Typically during this time of the year the Recipient Approval and Evaluation Committee (RAEC) would be preparing for the Department of Housing and Urban Development (HUD) CoC Program funding competition. However, since the pandemic, HUD has indicated that CoCs should focus on preparing and responding to COVID19 rather than preparing for the CoC Program funding competition. Throughout the COVID-19 pandemic, HUD has provided various webinars regarding new funding streams and provided CoC's with guidance on working through processes and changes during this time. The guidance provided by HUD representatives is that CoC's should be focusing on the response to the pandemic and should not be as focused on monitoring, performance measures and/or governing. Currently CoC's are waiting for additional HUD guidance that will outline this year's competition and any competition nuances due to the pandemic. The SHNI and RAEC chair have been working through processes based on knowledge of past HUD competitions. For the FY2020 CoC Program competition, the SHNI will hold an application workshop that will provide guidance on the HUD eSNAPS application. The SHNI and RAEC chair have discussed providers increased efforts in response to the pandemic and determined that providers should only complete one application for this year's competition; providers will be required to complete the HUD eSNAPS application and not be required to complete the HCCSC's Local Application. Applicants that complete the HUD eSNAPS application will still undergo the scoring and ranking process as completed in the past; the source of information for the scoring and ranking process will be extracted from the HUD eSNAPS application rather than the HCCSC's Local Application. The SHNI and RAEC chair have created a Scoring Criteria and Score Sheet – Appendix to solicit responses, in order to complete the entire scoring process. The scoring criteria for the FY2020 CoC Program competition will remain the same, as previously Board approved, the only edit to the scoring sheet were the sources of information. The Scoring Criteria and Score Sheet has been revised to indicate the eSNAPS application or scoring sheet appendix as the source of information. The Scoring Criteria and Score Sheet - Appendix was created after reviewing the 2019 eSNAPS application and information from the local application that is not included in the eSNAPS application. The HCCSC Board will not be asked to vote on the edits made to the Scoring Criteria and Scoring Sheet or Appendix because the scoring criteria will remain the same, only the source of information has changed. The SHNI will inform the RAEC when the HUD Notice of Funding Availability (NOFA) has been released for the FY2020 CoC Program competition; deadlines for eSNAPS application submissions and eSNAPS application workshop will be determined once the NOFA has been released.

V. New / Old Business

N/A

VI. General Announcements

A. 2020 meetings:

1. August 5th 9am-11am
2. November 4th 9am-11am

VII. Adjournment

With no further business to be discussed, at 10:55am the meeting adjourned.