

**HOMELESS CONTINUUM OF CARE OF STARK
COUNTY BOARD MEETING
Tuesday, December 8, 2020
at 9:30am Zoom Meeting Minutes**

Members Present

Danelle Lightner
Lisa Warden
Steve Inchak
Rollin Seward
Kim Kroh
Julie Sparks
Cathy Jennings
Shannon McMahon Williams
Shirene Starn-Tapyrik
Beverly Lewis
Marty Chumney
Lynne Dragomier
Allison Esber
JoAnn Breedlove
Maria Heege

Members No Present

Captain John Gabbard

SHNI

Marcie Bragg
Melissa Terrell

I. Welcome and Introductions

At 9:33 a.m., Marcie Bragg, Board Chair, called the meeting to order and welcomed everyone to the Zoom meeting.

II. Review and Approval of November 2020 Meeting Minutes

Motion: Marcie requested a motion to approve the November 2020 Homeless Continuum of Care of Stark County Board meeting minutes as presented. Marty Chumney motioned to approve. Kim Kroh seconded the motion and it was carried by all members present.

III. Review and Approval of FY2021 Emergency Solutions Grant (ESG) Eligible Component Priorities

The System Performance Committee (SPC) is responsible for assessing system-wide gaps and needs in the County related to ending / preventing homelessness and developing funding priority recommendations for HCCSC Board approval. The SPC has reviewed system data and discussed the eligible ESG grant activities in forming the recommendation for the FY2021 ESG funding priorities. There are five eligible funding activities that can be prioritized for funding which include: 1) Homeless Management Information System (HMIS); 2) Homeless Prevention; 3) Street Outreach; 4) Emergency Shelter; and 5) Rapid Rehousing (RRH). Historically, the SPC has recommended HMIS, Emergency Shelter, and Homeless Prevention; these recommendations were based system data, the ability for projects to capture funding for RRH in other funding competitions, and not seeing an increased need for Street Outreach. The SPC is recommending to keep funding awards consistent with past awards due to the increase in resources for other eligible project components.

The System Performance Committee is recommending to the Homeless Continuum of Care Board for approval and to forward to the City of Canton the following FY2021 Emergency Solutions Grant Priorities, in no particular order: 1) Homeless Prevention; 2) Emergency Shelter; and 3) HMIS.

Motion: Marcie requested a motion to approve the System Performance Committee FY2021 Emergency Solution Grant priority recommendations to forward to the City of Canton. JoAnn Breedlove motioned to approve. Danelle Lightner seconded the motion and it was carried by all members present, except for Julie Sparks who abstained. Julie Sparks abstained due to ICAN potentially submitting a request for FY2021 Emergency Solution Grant funding.

Discussion: HCCSC Board members discussed the FY2020 ESG funding awards. The contract process was delayed due to the current circumstances; contracts are currently being executed for ESG sub-recipients.

IV. Discussion of the Evaluating Homelessness Prevention Programs in Stark County, Ohio Project

Shannon McMahon Williams, Recipient Approval and Evaluation Committee (RAEC) chair, Emergency Assistance / Homelessness Prevention Committee chair and HCCSC Board member, provided the Board with an update on the independent Homelessness Prevention (HP) Evaluator. There has been a significant increase in funding for HP and the Department of Housing and Urban Development (HUD) has not provided significant guidance for HP projects. The HP evaluator would provide the HCCSC with an opportunity to learn how to improve operations and build capacity. Typically, the City of Canton awards around \$110,000 in HP ESG (annual) awards. With additional efforts to keep households in stable housing during the pandemic, funding for HP has been provided by other resources through the Ohio Housing Finance Agency (OHFA), Coalition on Homelessness and Housing in Ohio (COHHIO) and Emergency Solution Grant CARES Act (ESG-CV). The HP funding awards increased to \$1.8 million dollars that will be administered by agencies in Stark County. During the October Board meeting, Shannon updated the Board on proposals from independent agencies; since the October meeting, the Stark Housing Network, Inc. (SHNI) has entered into a contract with Barbara Poppe and Associates for the Stark County Homelessness Prevention Evaluation Project. Barbra Poppe has over 30 years of experience and has previously served as the chair of the United States Interagency Council on Homelessness (USICH). She also has a history working with the Community Shelter Board and now has her own agency, Poppe and Associates. Matt White, whom works with Poppe and Associates, will assist in facilitating the evaluation. Matt White has 25 years of experience and previously worked for Abt Associates (HUD technical assistance partner) and Community Shelter Board. Matt White's expertise focuses on research, policies, data and coordinated entry. The evaluation will begin in December and continue into 2023 (with six months of time to close out the evaluation). The HCCSC will receive a formative evaluation that studies outcomes as time goes, assistance in refining HP processes, and building capacity for the HMIS and HP providers.

At this time, Beverly Lewis and Maria Heege entered the meeting.

The Sisters of Charity has provided the SHNI with funding to support the efforts of Barbra Poppe and Associates Stark County Homelessness Prevention Evaluation Project. The SHNI has submitted a request for funding from another local foundation to cover the remaining cost of the evaluation. Rollin Seward indicated that he has previously worked with Barbra in Franklin County and she is an excellent candidate. Shannon also expressed that she worked with Barbra on the State Plan to End Homelessness Board. Marcie and Shannon have been working collaboratively to engage providers and conduct preliminary meetings. The evaluation will include current HP providers, Shannon, the SHNI, Homeless Navigation and two persons with lived experience. For the project to move forward and allow access to the HCCSC's HMIS, the Board will need to provide approval to share data with Poppe and Associates.

At the time, Steve Inchak and Allison Esber entered the meeting.

Motion: Marcie requested a motion to allow Barbra Poppe and Matt White access to the Homeless Continuum of Care of Stark County data upon completing Privacy and Security training and signing an HMIS User Agreement. Julie Sparks motioned to approve. Maria Heege seconded the motion and it was carried by all members present.

VI. Review of the HCCSC Governance Charter - Member Approved Revisions

The HCCSC Governance Charter revisions approved during the 2020 November HCCSC Members' Meeting were displayed for the Board's view. There was discussion around Officer's positions and how Officers will move up in the position when a new member is elected to serve as an Officer. A recommendation for 2021 Governance Charter revisions would include an outline of the Officers succession.

VII. Conflict Of Interest Policy

Marcie distributed the conflict of interest policy agreement to Board members via email prior to the meeting. The conflict of interest policy agreement is required to be reviewed and signed by each Board member on an annual basis. Marcie requested that Board members sign the conflict of interest policy agreement and return to her either email or postal service to the Goodwill Community Campus.

VIII. Discussion and Approval of the 2021 HCCSC Slate of Board and Officer Candidates

The HCCSC Board Member and Officer Slate of Candidates was presented to the HCCSC Members during November's meeting. Marcie reviewed the proposed candidates with the Board and pointed out that the slate of candidates' documents includes the Members recommendations and also includes other recommendations from the Board. The HCCSC Governance Charter outlines the eligibility for Board membership which includes the relevant organizations or agencies that should be reflected in the Board makeup. Currently the Board makeup does not include representation from a veteran, faith-based, victim service, business, hospital, university, or affordable housing developer organization or agency. Marcie discussed that representatives from the recommended organizations or agencies could also be represented on the HCCSC's standing committees and may have the option to move onto the Board when positions are available or be considered for terms expiring. There are current committees members that satisfy representation from one the organizations or agencies outlined in the Governance Charter. The proposed HCCSC Board candidates, and organizations or agencies they would represent, were discussed. The Officers candidates were discussed and Marcie indicated that the proposed candidates are those that do not have a conflict of interest. A conflict of interest would include representatives from agencies that receive Continuum of Care and/or Emergency Solution Grant funding. The proposed Officers will receive an email from Marcie prior to the Board to offer those candidates the opportunity to elect off the slate. The HCCSC Board currently has three vacancies to fill and one Officers vacancy. The Board provided Marcie with candidates from the proposed candidates to see if they have an interest in joining the Board. Marcie will report back to the Board in January regarding candidates' interest.

Motion: Marcie requested a motion to extend the expiring terms of 2021 Proposed Slate of Candidates for another three year term and approve Diane Waite and Shana Smith to fill Board vacancies. Maria Heege motioned to approve. Shannon McMahan Williams seconded the motion and it was carried by all members present except, Cathy Jennings, Allison Esber, Julie Sparks, Danelle Lightner, Shirene Starn-Tapyrik, and Marty Chumney who abstained. HCCSC Board members who abstained were on the 2021 Proposed Slate of Candidates for terms expiring.

IX. Old Business

- a. Julie Sparks introduced discussion around working directly with the local court systems regarding evictions. ICAN may have a board member that could potentially assist with the HCCSC's engagement with the court systems. There was discussion around providing information to the court systems about the current resources available in the community. There may be an opportunity for more mediation between landlords, courts and households. The Board discussed engaging with Legal Aid on further conversations around referrals to community resources. Fair Housing should also be engaged in this process to update any new regulations or to provide training of the regulations.

X. New Business

- a. The SHNI will conduct CoC project monitoring in the spring of 2021. The SHNI did receive verification from HUD that monitoring could be pushed back for 2020.
- b. The Point in Time (PIT) Count Committee meetings are still taking place and committee members are

working through the best process to conduct the 2021 PIT Count. HUD has distributed waivers for Continuums to complete allowing for more flexibility for PIT Count methods.

- c. HUD has not yet released any information regarding the FY2020 CoC Program Competition.
- d. Marcie thanked the Board for their commitment and time and also for all the providers' dedication. There has been tremendous collaboration during 2020 with the COVID Task Force calls and creating referral processes that lessen barriers for participants, such as the process created between Homeless Navigation and Lisa Warden. Shannon thanked Lisa Warden for her commitment working with Canton City School students.
- e. Marcie thanked Cathy for her time and dedication to the homeless system.

XI. Adjournment New Business

With no further business to be discussed, at 11:00am the meeting adjourned.