

**HOMELESS CONTINUUM OF CARE OF STARK
COUNTY BOARD MEETING
Tuesday, February 9, 2021
at 9:30am Zoom Meeting Minutes**

Members Present

Danelle Lightner
Lisa Warden
Rollin Seward
Kim Kroh
Julie Sparks
JoAnn Breedlove
Beverly Lewis
Marty Chumney
Allison Esber
Steve Inchak
Maria Heege
Shirene Starn-Tapyrik
Diane Waite
Shana Smith
Amelia Kocher

Members Not Present

Captain John Gabbard
Shannon McMahan Williams

SHNI

Marcie Bragg
Melissa Terrell

I. Welcome and Introductions

At 9:35 a.m., Marcie Bragg, Board Chair, called the meeting to order and welcomed everyone. Marcie welcomed new Board members Shana Smith, Amelia Kocher and Diane Waite. Shana Smith is the new Chief Executive Officer at the YWCA. Amelia Kocher is the Executive Director for the Alliance Family Health Center, Inc. Diane Waite is the Coordinated Entry Specialist (CES) for the Northeast Ohio VA Healthcare System and Community Resource and Referral Center (CRRC). Marcie conducted a Board member orientation with new members. Each new member provided a brief introduction to themselves and about their work in the community. Introductions to all members of the Board and their roles in the community was provided for the new members.

II. Review and Approval of January 2021 Meeting Minutes

Motion: Marcie requested a motion to approve the January 2021 Homeless Continuum of Care of Stark County Board meeting minutes as presented. Maria Heege motioned to approve. Allison Esber seconded the motion and it was carried by all members present, except for Shana Smith, Amelia Kocher and Diane Waite, who abstained. Board members that abstained are new Board members and were not present during the January meeting.

III. FY2021 Point-in-Time Count Exception Request

During the previous Board meeting in January, guests Natalie McCleskey, Aaron Wagster, and Jennifer Keaton led the HCCSC Board members through the FY2021 Point-in-Time Count HUD Waiver(s) and Exception Request discussion. On November 16, 2021 HUD issued a PIT Count Update for CoCs Exception Request for the 2021 PIT Count. The Main PIT Committee recommended that the HCCSC still conduct a 2021 PIT Count through the use of data from the HMIS / alternative database and additional efforts of the PATH team and Homeless Navigation team to connect with households regarding their living status for the night of the PIT Count which was slated for January 24th. The Stark Housing Network, Inc. submitted the 2021 PIT Count Exception request to William Snow (Department of Housing and Urban Development representative) on January 12, 2021. William Snow asked for additional information on how the HCCSC plans to utilize the HMIS / alternative database to compare to previous PIT Count data and data around previous PIT Counts conducted by the HCCSC. After providing this additional information and data, William Snow approved the HCCSC's 2021 PIT Count Exception request on January 15, 2021.

IV. Discussion of Emergency Rental Assistance

Danelle Lightner, Program Administrator for the Department of Jobs and Family Services and HCCSC Board member, led the discussion around the federal program for Emergency Rental Assistance. A \$25 billion federal rescue effort is underway to help the millions of Americans who are months behind on their rent and utility bills. Starting January 20, the billions were split among all 50 states, Washington, D.C., U.S. territories and Native American tribes; Local officials then funnel those dollars to cities and counties that have rental assistance programs. A renter or landlord can apply for the funds and, if approved, the money can pay up to 12 months of overdue rent, including late fees, or the next three months of pending payments. The Department of Jobs and Family Services (DJFS) worked with the Stark County Commissioners office to submit an application for Stark County. Based on the size of Stark County, there may be around \$11 million available for Stark County residents. Those seeking assistance will go through the DJFS. At this time, DJFS is still working on the process for households seeking assistance. This project is income driven for households with a COVID hardship claim. DJFS is still in the process for administering the program and process for households seeking assistance. DJFS is currently working with the auditor's office to make payments to landlords and DJFS is working with the IT office on forms and program access. Danelle will send Marcie the information on how to access the program as soon as it's available. For the time being, households can call the Ombudsman call line at (330) 451-8866 to provide household information; DJFS will reach out to households that call and provide household information once the program is being administered.

Discussion: Danelle reported that landlords and renters may be eligible to receive assistance. The deadline to spend the funding is September 30, 2021, but DJFS will have until the end of December to expend the full award if approval is granted by the government. There was also discussion around households that have subsidies and whether or not those households would be eligible to receive assistance through this program. Danelle reported that as long as a household is has met the eligibility criteria for DJFS, the household would be able to receive assistance. HCCSC Board members offered Danelle some information around how to expedite the program and offered to provide Danelle with a list of verified landlords. Maria Heege requested that information about the program, and how to access the program, be provided to 211 after DJFS has finalized the process. Rollin offered to send information around Duplication of Benefits as this will also be determining factor for households seeking assistance.

V. Review and Approval of Veteran Benchmark Workgroup Documents

- a. Memorandum of Agreement between the HCCSC and Stark County Veteran Benchmark Workgroup Participating Agency
- b. Authorized Representative Form

The Stark Housing Network, Inc. (SHNI) led the discussion on the Memorandum of Agreement between the HCCSC and Stark County Veteran Benchmark Workgroup Participating Agency(s) and Authorized Representative Form; both documents were displayed for the Board's review. The SHNI discussed the HMIS privacy and security policies regarding the Veteran Benchmark Workgroup that discloses sensitive participant information. The SHNI sought the HMIS Committee's guidance on how to protect the system's data and information throughout the Veteran Benchmark Workgroups being held since workgroups are not structured as the standing committees under current CoC policy; workgroups do not have policies for attending members and do not require an approved committee questionnaire. The HMIS committee indicated that any agency contributing data into the HCCSC's HMIS would be covered under the current CoC policy due to annual privacy and security training. The HMIS recommended that attendees of the Veteran Benchmark Workgroup must be a part of an organization, must be an authorized person that is able to provide updates on behalf of the organization and is able to share Veteran information with the HCCSC. The HMIS committee members also recommended to create an MOA aside from Coordinated Entry. The SHNI created an MOA between the HCCSC and Veteran agencies and an authorized representative form that Veteran agencies signoff on prior to the authorized representative participation in the Veteran Benchmark Workgroup. These documents verify that agencies are able

to share data / information with the HCCSC and Veteran agencies submit their agency's privacy and security polices with the submission of an authorized representative request.

Motion: Marcie requested a motion to approve the Memorandum of Agreement between the HCCSC and Stark County Veteran Benchmark Workgroup Participating Agency and Authorized Representative Form as presented. Maria Heege motioned to approve. Beverly Lewis seconded the motion and it was carried by all members present.

VI. Old / New Business

N/A

At the time of 11:06am, Julie Sparks and Maria Heege left the meeting to avoid a conflict of interest with the next agenda item.

VII. Review and Approval of FY2021 Emergency Solutions Grant Recommendations to the City of Canton

(See attachment)

Marcie led the discussion on the Recipient Approval and Evaluation Committee's (RAEC) FY2021 Emergency Solutions Grant (ESG) Recommendations to the City of Canton. Marcie reminded Board members that the recommendations are for ESG annual funding not CARES Act funding. The RAEC consists of the SHNI, Shannon McMahon Williams, Renee Biggums and Tammy Hajdu (City of Canton), Bob Fay (Certified Public Accountant), Bob Fernandez (Community Volunteer) and Alyson Holland (Walsh University). Marcie displayed a PowerPoint for the Boards review which included a summary of the applications received, an overview of the project applications that did not meet threshold criteria and the RAEC's recommendations for funding. Out of the applications received, only four were scored and ranked. The recommended funding allocation is based on past funding provided to the City of Canton for ESG programs which is typically around \$214,000. Marcie discussed that if the City of Canton receives a similar allocation as in past years, then one project's request would be decreased to meet the amount of past allocations. If the four ranked projects exceeds the amount of funding allocated to the City of Canton, then a second review and approval from the RAEC and the HCCSC Board will be requested.

The Recipient Approval and Evaluation Committee is recommending the following 2021 Emergency Solutions Grant allocations be approved by the Board and forwarded to the City of Canton for final approval:

- #1 ICAN Housing, Homelessness Prevention, 66 out of 85 points available (77.65%) - \$145,000
- #2 Domestic Violence Project, Inc., Shelter Operations, 64 out of 95 points available (67.37%) - \$73,396
- #3 StarkMHAR, HMIS, 30 out of 45 points available (66.67%) - \$21,300
- #4 YWCA of Canton, Shelter Operations, 63 out of 95 points available (66.32)% - \$20,000

Motion: Marcie requested a motion to approve the Recipient Approval and Evaluation Committee FY2021 Emergency Solutions Grant (ESG) Recommendations and forward to the City of Canton for final approval as presented. JoAnn Breedlove motioned to approve. Danelle Lightner seconded the motion and it was carried by all members present.

VIII. Adjournment New Business

With no further business to be discussed, at 11:22am the meeting adjourned.