

**Minutes for Meeting of the HCCSC's
Coordinated Entry System Committee
April 27, 2021**

VIA ZOOM

Members Present:

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| Scott Schnyders | Amy Dornack |
| Natalie McCleskey | Shirene Starn-Tapyrik |
| Kim Stanley | Marcie Bragg |
| Jackie McDougle | Melissa Terrell |
| Lisa Waikem | Amanda Burdette |
| Diane Waite | Jennifer Keaton |

I. Call to Order

Scott called the meeting to order at 8:34am.

II. Approval of Minutes from March Meeting

Natalie opened discussion for any edits or corrections to the March meeting minutes; Amanda Burdette's name should be added to the attendees list. Shirene made a motion to approve the March Meeting Minutes as amended. Melissa seconded the motion. All voted in favor of approving the minutes. Motion passed.

III. Transfer Timeframe – HUD AAQ Response

Melissa shared that she submitted an AAQ to HUD regarding the discussion around length of time to move into a new unit, in cases of transfers, so as to avoid double subsidies and other issues. Melissa also reached out to our HUD Field Office Representative, Robert Milburn, who responded with additional questions regarding what our community is doing to assist those who face challenges when transferring to and from PSH projects (for example, is it a CoC-wide challenge or one or two projects struggling, what are the reasons for the delays in moving, is there assistance with moving, and other resources, etc.) Melissa also followed up with providers and found that it is really only one to two projects who have struggled with this issue. Melissa reviewed the AAQ response from HUD and will forward to the group following the meeting. There was no definitive answer in the AAQ response other than confirming that you cannot pay a double subsidy.

There was some discussion around why folks are struggling and if there is a lack of community resources to address these needs. It was shared that sometimes the

challenges are related to bed bugs, covid-19 (currently) and case managers being difficult to find. Two Men and A Truck was a company mentioned who not only help transport items but even help with loading/uploading etc.

Lisa shared that SMHA developed a “Rescission of Lease” document to use when a participant is needing to end a lease prior to the lease ending date. Lisa will share with the rest of the group but it is a way to have all parties in agreement regarding the date by which the tenant must be out of the unit.

Natalie shared that if any of the CoC projects have a Supportive Services Budget Line Item, that moving costs are an eligible expense. The challenge is that not all of the CoC projects have this Budget Line Item.

Jackie shared concerns about those who, even when good plans are made, struggle with plans falling through. One recommendation was that Housing/Transfer Promotion Meetings be held in transfer cases to ensure proper supports are available to assist participants with the move and that they have a clear understanding of when they have to be out of their old unit.

IV. CoC Updates

a.) ESG-CV RRH Policy – HCCSC Board Update

Marcie shared that following the CE Committee’s approval of the ESG-CV RRH Policy, the policy was presented to the HCCSC Board. During that meeting there was discussion around the City of Canton residency requirement and the board is still currently waiting for guidance from the City and HUD. Marcie Bragg suggested that we seek approval from the CE Committee to conduct a vote via email for any necessary amendments, following HUD and City guidance.

Shirene motioned for approval to conduct an email vote. Jackie seconded the motion. Natalie and Scott abstained from the vote due to being providers of the ESG-CV RRH program. All other members voted in favor.

b.) Homelessness Prevention Evaluation Project

Marcie provided an updated on the work Barbara Poppe and Matt White shared about during our last meeting. Recommendations are that we target those at risk who are “closer to homelessness” for homelessness prevention projects. Some strategies being recommended and considered include targeting specific neighborhoods with high rates of evictions and/or entries into homelessness as well as targeting those who have a history of homelessness.

The HP Evaluation Oversight Committee has agreed to do a “test run” before recommending any changes be made to existing policies.

The goals for the test run are to increase diversion efforts when households are requesting shelter, as well as shorten shelter stays. Barbara and Matt are going to

send additional guidance and case studies. Barbara and Matt are recommending the following: 1) Homelessness Prevention (HP) target and prioritize assistance for non-leaseholders in light of substantial resources already available for lease holders; 2) HP should be redesigned as a system strategy, rather than a stand-alone program, to reduce inflow into emergency shelter by aligning the work of the Homeless Hotline, HP provider agencies, and emergency shelter programs; 3) targeting and pre-screening processes that are more narrowly focused on households most likely to experience homelessness; 4) intensive housing problem solving will be needed for doubled up households to either repair existing relationship tensions or relocate to safer, alternative housing and potentially greater financial assistance amounts will be needed to ensure housing stability.

V. QA Updates

There were no formal recommendations or updates from the QA Workgroup.

VI. Old Business / New Business

Shirene shared with the committee that Alliance for Children and Families has received Risk Mitigation Funding to assist with additional landlord incentives. Funding can be used for both Permanent Supportive Housing scattered-site units and Rapid Rehousing projects; units assisted cannot be owned by CoC-funded agencies (units must be owned by private landlords). The funding can be utilized for damages in excess of the security deposit, abandoned units or unpaid rent, cleaning and pest infestation, paying delinquent rent up to one month, paying over fair market value rent, and utilities or rent arrearages.

Melissa also shared that she had conversations with Robert Milburn, our HUD Field Office Representative, regarding our Stark County's Verification of Disability form. Robert advised that we could simplify the form and provided an example form. Melissa shared that she still plans to hold a small focus group with behavioral health providers to get feedback on what changes may be beneficial to them when completing the form.

VII. Adjournment

Scott adjourned the meeting at 9:30am.

Coordinated Entry System Committee

2021 Meeting Schedule

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|----------------------------|--------|
| June 22 nd | 8:30am |
| July 27 th | 8:30am |
| August 24 th | 8:30am |
| September 28 th | 8:30am |
| October 26 th | 8:30am |
| November 23 rd | 8:30am |
| December 28 th | 8:30am |