

# Meeting Minutes

## Continuum of Care Steering Committee Meeting

Tuesday, November 2, 2010

11:30 am – 1:30 pm

Community Shelter Board

### **Attendees:**

Continuum of Care Steering Committee: Adam Ruege, Adwoa Agyei-Gyampo, Carl Landry, Carrie Mularz, Keith McCormish (for Colleen Bain), Michelle Heritage Ward, Dave Simmons, Don Strasser, Douglas Lay, Emily Savors, Mark Paxson, Matt Kosanovich, Kim Stands, Lori Criss, Michelle Morgan, Ronald Baecker, Sheila Prillerman, Susan Lewis Kaylor, Ted Jones, Tom Dobies and Mary Jane Quick

Community Shelter Board staff: Dave Davis, Lianna Barbu and Tiffany Nobles

Guests: Anthony Penn, Robyn Haycook, Sue Villilo, Ron Kadylak and Mike Tynan

### **Welcome, Introductions & Agenda Review**

Michelle Heritage Ward welcomed the group and all CoC Steering Committee members and guests gave name and affiliation introductions.

Michelle H.W. reviewed the agenda with the group. Sheila Prillerman made a motion to approve the agenda without any corrections. Ron Baecker seconded the motion. The motion was unanimously approved without any abstentions.

### **Minutes from 8/17/10 meeting**

Michelle H.W. reminded the group that the minutes from the August 17<sup>th</sup> meeting were included in the packet. No changes were noted. Ron Baecker made a motion to approve the minutes from 8/17/10 meeting without any changes. Michelle Morgan seconded the motion. The motion was unanimously approved without any abstentions.

### **Review & Approve Exhibit 1 Charts & Tables**

Lianna Barbu presented several draft forms to be included in Exhibit 1 of the CoC application. Copies were included in the meeting packet.

#### Form 1F: Housing Inventory Change in Beds

On this form, the CoC has to indicate for each housing type if there was a change (increase or reduction) in the total number of beds counted in the 2010 Housing Inventory Count (HIC) as compared to the 2009 HIC and describe the reason(s) for the change. Our CoC saw an increase in the number of emergency shelter beds (from 790 to 804) and permanent housing beds (from

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1,657 to 1,685) but a decrease in the number of transitional housing beds (from 151 to 138). The reasons for the changes were not on the form.

### Form 3A: CoC Strategic Planning Objectives

On this form, the CoC has to describe its short-term (12-month) and long-term (10-year) plans for meeting the five HUD strategic planning objectives listed below:

- *Objective 1:* Create new permanent housing beds for chronically homeless persons.
- *Objective 2:* Increase the percentage of participants remaining in CoC funded permanent housing projects for at least six months to 77 percent or more.
- *Objective 3:* Increase the percentage of participants in CoC funded transitional housing that move into permanent housing to 65 percent or more.
- *Objective 4:* Increase the percentage of participants in all CoC funded projects that are employed at program exit to 20 percent or more.
- *Objective 5:* Decrease the number of homeless households with children.

In addition to the description, the CoC has to indicate the current number or percentage, the 12-month goal, the 5-year goal and the 10-year goal.

Lianna noted that included in the meeting materials were two spreadsheets outlining the housing outcome performance data and the income performance data for all HUD-funded programs and the community-wide score. The performance data was compared to the HUD standard and the local standard for each measure.

There was concern expressed that HUD would have an objective around decreasing the number of homeless families with children when there actually is an increase among this population due to the recession.

Lianna commented that changes in the family system around a move to a rolling stock model will help decrease the number of homeless families with children.

It was suggested that going forward the actual inventory be distributed with this form for the discussion.

### Form 4A: CoC 2009 Achievements

On this form, the CoC has to report on its achievement of its proposed numeric achievements for each of HUD's five national objectives identified in the 2009 application. For any objectives that were not achieved, the CoC has to provide a detailed explanation of the reasons why the goal was not met.

| Objective   | 2009 Proposed Numeric Achievement | Actual Numeric Achievement |
|---|-----------------------------------|----------------------------|
| Create new permanent housing beds for chronically homeless persons.   | 16 Beds                           | 20 Beds                    |
| Increase the percentage of participants remaining in CoC funded permanent housing projects for at least six months to at least 77%. | 81%                               | 86%                        |
| Increase the percentage of participants in CoC funded transitional housing that move into permanent housing to at least 65%.        | 77%                               | 71%                        |
| Increase the percentage of participants in all CoC funded projects that are employed at program exit to at least 20%.               | 20%                               | 20%                        |
| Decrease the number of homeless households with children.   | 119 Households                    | 132 Households             |

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The following explanation was included on the form:

“Our CoC met all of the national objectives, with the exception of decreasing the number of homeless households with children. Due to the economy and the recession that hit our community, family homelessness increased.

Our CoC did not meet the locally proposed 12-month achievement for homeless persons moving from transitional housing to permanent housing. However, we had a 6% increase over last year’s performance and we will continue to work on meeting the locally proposed goal.”

### Form 2E: HMIS Data Quality

On this form, the CoC must answer questions to indicate how it ensures that it records the most accurate, consistent and timely information in order to draw reasonable conclusions about the extent of homelessness and the impact of homeless services in the local area.

### Form 4D: CoC Enrollment in Mainstream Programs

On this form, the CoC has to indicate the number of adults exiting from CoC funded programs that are enrolled in mainstream programs such as SSI, SSDI, General Public Assistance, Veterans Benefits, Employment Income, Medicaid, Food Stamps, etc. The data for this form is obtained from each project’s Annual Performance Report (APR) submitted to HUD and CSB.

### Vote on Exhibit 1 Charts & Tables

Ron Baecker made a motion that the above discussed forms be included in the CoC application as currently presented. Michelle Morgan seconded the motion. The motion was unanimously approved without any abstentions.

### **Review & Approve Project List of Renewals**

Tiffany Nobles presented the list of project renewals for the 2010 CoC application. We have 28 renewal applications to include this year. A list of each renewal project was distributed as a handout. Tiffany also announced that National Church Residences Commons at Third project was designated as the applicant for the permanent housing bonus after an electronic vote by the CoC Steering Committee and the Rebuilding Lives Funder Collaborative.

Susan Lewis Kaylor made a motion to approve the list of 28 renewal projects for the 2010 CoC application. Tom Dobies seconded the motion. The motion was unanimously approved without any abstentions.

### **Review & Approve 2011 Point in Time Count Process Plan**

Tiffany Nobles presented the 2011 Plan for Point-in-Time Count of Homeless Persons. A copy of the proposed plan was included in the meeting materials.

The following highlights were noted:

- The counting methodology has been working for several years and thus will continue to be used for the 2011 PIT Count.
- The following populations will be counted: sheltered homeless, unsheltered homeless on the street and in encampments, unsheltered homeless who present a soup kitchens and 24/7 locations, unsheltered youth and those persons housed in permanent supportive housing projects.
- The PIT Count is set for Tuesday, January 25, 2011 to coincide with COHHIO’s statewide count. The unsheltered street count will occur from 4:00 am – 7:00 am and the meal site count will occur throughout the day.

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- The Homeless Count Workgroup (HCW) will again coordinate the count under the leadership of Tiffany Nobles, CSB's Program Administrator and CoC Coordinator.
- A timeline of key activities was also included in the document.

It was clarified that youth was designated as those persons under the age of 18.

It was suggested that the Star II Project be added to the list of sources for the unsheltered youth count.

Sheila Prillerman made a motion to approve the 2011 Point in Time Count Process Plan as presented. Ron Baecker seconded the motion. The motion was unanimously approved without any abstentions.

### **Update on Capacity Issues**

Michelle H.W. provided an update on the capacity issues currently seen in the family and single adult emergency shelter systems. A document titled "Surge in demand overwhelms emergency shelters" was distributed as a handout.

#### Single Adult System

We are working to get an offsite location for the winter overflow. We were not expecting to go to this location until January but are concerned that we may have to move sooner. We have asked rapid re-housing providers to take on more clients as feasible to move people out of shelter more quickly to decrease the waiting lists. We are also focusing on prevention by providing short-term financial assistance to those at imminent risk of homelessness and rapid re-housing. Michelle has been in conversations with key corporate and public partners to request increased funding for the system.

Ron commented that there is unused space at FM 8th Avenue that could be used for winter overflow. Sue Villilo commented that Faith Mission renovated that section of the building and opens it up for 50 beds on December 1 of every year for winter overflow.

Michelle has also reached out to the faith-based community leaders to have them partner with the system to address the increased demand for shelter.

Lori Criss asked whether we are tracking those persons coming to shelter in need of disability, mental health and substance abuse care which can leverage other resources in the community. Lianna commented that shelters are not required to capture this information in Columbus ServicePoint. Carl Landry and Sue Villilo mentioned that they are not really seeing any increase in those in need of mental health and substance abuse care.

Don Strasser commented that while the local and federal policy around ending homelessness is to not increase the number of shelter beds, he feels that the plausible emergency response to the current crisis situation is to add more shelter beds. Michelle commented that if we spend our money on shelter we will not be able to house people. She further noted that the majority of those who present at shelter are facing a housing crisis that can only be remedied by housing not shelter. The HEARTH Act will encourage a length of stay of 20 days in shelter.

Carl expressed concern about households finding both housing and employment within the 20 days length of stay.

Lianna explained that there is not a requirement for households to exit shelter with housing and employment.

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Susan Lewis Kaylor suggested that CSB share any info they want the members to distribute to others. The handout will be issued to the Steering Committee with the meeting notes so it can be shared with others.

### **Update on HEARTH**

Michelle H.W. provided an update on the HEARTH Act.

Highlights presented:

- There will be changes in performance measures
- There is opportunity to have a Collaborative Applicant
- New Emergency Solutions Grant (ESG)
- The regulations have still not yet been released
- Unified Funding Agency
- Definition of homelessness, expansion to include families and youth, doubled up, etc.

The information MHW shared on the HEARTH Act is available on CSB's website or can be obtained by contacting Tiffany Nobles to have a copy emailed. Information will continue to be shared as it is made available.

**Next CoC Steering Committee meeting: Tuesday, March 15, 2011 from 11:30 am – 1:30 pm**