

# Meeting Minutes

## Rebuilding Lives Funder Collaborative

Thursday, December 17, 2009

11:30 am – 2:00 pm

Community Shelter Board

### **Attendees**

*Members Attending:* Susan Lewis Kaylor (for David Royer), Steve Gladman, Dennis Guest, David Migliore, Frank New, Kim Kellogg (for Kathy Werkmeister), Emily Savors, Jon Welty, Kim Stands, Rollin Seward, Sally Luken, Terri Donlin Huesman, Adam Ruege (for John Glacken)

*Members Absent:* Antonia Carroll, Charleta Tavares, Eric Fenner, Phil Cass, Erika Clark Jones Roger Cloern, Douglas Lay, Jeffrey Lyttle, Joe McKinley, Suzanne Coleman-Tolbert

*Guests:* Don Strasser (Columbus Coalition for the Homeless, Anthony Penn (Community Housing Network (CHN)), Jo Baker (Huckleberry House), Esther Adkins (Franklin County Dept. of Job & Family Services), Matt McClure (National Church Residences (NCR)), Ryan Cassel (National Affordable Housing Trust), Ted Jones (Corporation for Supportive Housing), Colleen Bain Gold (NCR), Marjorie Pizzuti (Goodwill Columbus), Mike Tynan (CHN)

*Community Shelter Board Staff:* Tiffany Nobles, Dave Davis, Lianna Barbu

### **Welcome, Introductions and Agenda Review**

Steve Gladman, Interim Executive Director of the Community Shelter Board, welcomed the group and all gave name and affiliation introductions.

The meeting minutes from the November 2, 2009 meeting were issued previously and were approved without any corrections.

### **Administrative Issues**

#### FY10 Quarter 1 System & Program Indicator Report

Lianna Barbu presented the FY10 Quarter 1 System & Program Indicator Report included in the meeting materials. Lianna shared the findings for the family, men's and women's shelter systems as well as the permanent supportive housing system.

Question asked why the situation seems to be improving while the economy is getting worse. Lianna commented that we have experienced similar trends for the single men and women systems as seen nationally. With the family system we are seeing a decrease which is different than what is seen nationally; it is assumed that we are seeing this decrease because of the Stable Families Homelessness Prevention program.

### Semi Annual Financial Report

Lianna presented the Semi Annual Financial Report included in the meeting materials. There was a 1% increase seen in budgeted compared to actual for revenue and expenses.

Question asked about why County Real Estate Transfer Fee (RETF) revenue was only 79%. Lianna was unsure of the rationale but committed to finding the answer and sharing with the RLFC.

*Rationale around the RETF revenue determined after the meeting: Franklin County RETF funds were not used as heavily at the beginning of the fiscal year due to the uncertainty of receipt of funds. Now that we have received all of the funds, they will be used as budgeted.*

### **Strategic Issues**

#### Recommendations from the RLFC Committee of the Whole on the 2009 New PSH Prioritization Process

Dave Davis presented the Recommendations from the RLFC Committee of the Whole on the 2009 New PSH Prioritization Process. These recommendations are being considered today because the RLFC did not have quorum to vote on the resolutions at the November 2, 2009 Joint Meeting with the Continuum of Care Steering Committee.

Two projects were considered for the New PSH Prioritization Process – National Church Residences (NCR) Commons at Livingston and Community Housing Network (CHN) 2009 Leasing Supportive Housing Program.

#### *NCR Commons at Livingston (CAL)*

David Migliore moved and Susan Lewis Kaylor seconded to approve the resolution with the recommendations regarding NCR CAL.

#### Questions/Concerns/Clarifications:

It was noted that NCR submitted an appeal on the award amount of \$1 million compared to their request for \$1.5 million. However, after discussion at the November 2 meeting, Dave Kayuha of NCR stated that they would withdraw their appeal if they were approved to request additional funds from the RLFC in the future for this project.

#### Vote on Motion:

Motion unanimously approved; 1 abstention – Adam Ruege (for John Glacken), Veterans Administration

#### *CHN 2009 Leasing Supportive Housing*

David Migliore moved and Susan Lewis Kaylor seconded to approve the resolution with the recommendations regarding CHN 2009 Leasing Supportive Housing.

#### Questions/Concerns/Clarifications:

Question asked whether CHN had submitted the Continuum of Care Exhibit 2 and complete RL Project Plan by the necessary deadlines outlined in the resolution. It was confirmed that both items were received by CSB by the appropriate deadlines.

#### Vote on Motion:

Motion unanimously approved; 1 abstention – Adam Ruege (for John Glacken), Veterans Administration

Recommendations from the HUD Technical Review Committee on the 2010 Priority Project for OHFA Tax Credits

Dave Davis presented the Recommendations from the HUD Technical Review Committee (HUD TRC) on the 2010 Priority Project for OHFA Tax Credits.

Two projects were considered for the 2010 Priority Project for OHFA Tax Credits Review Process – National Church Residences (NCR) Commons at Third (CAT) and Community Housing Network (CHN) Inglewood Court (IC).

The HUD TRC found both proposals promising and that they would create needed capacity for those disabled and homeless in Columbus. The HUD TRC recommended that CHN IC be designated as the 2010 Priority Project with the requirement that the CHN consider high crisis care utilization (i.e. Netcare), including those with an AOD only diagnosis as an indicator for Unified Supportive Housing System (USHS) intake. The HUD TRC further recommended that NCR CAT be endorsed as a project for further development.

Dennis Guest moved and Rollin Seward seconded to approve the resolution and recommendations for the 2010 Priority Project for OHFA Tax Credits.

Questions/Concerns/Clarifications – none.

Vote on Motion:

Motion was unanimously approved; no abstentions.

Recommendations from the Centralized Point of Access (CPOA) Review Committee

Dave Davis presented the Recommendations from the Centralized Point of Access (CPOA) Review Committee. The development of a CPOA is one of the new Rebuilding Lives Plan strategies and is convened by CSB. Through a competitive Request for Proposal (RFP) process, CSB sought proposals that would establish a CPOA for the adult shelter system. Lutheran Social Services-Faith Mission (LSS-FM) was the only agency to respond to the RFP. Dave noted that although CSB only received one proposal, LSS-FM is a strong candidate and has the capacity to successfully operate the CPOA. It was also noted that LSS-FM currently successfully handles seasonal overflow for the adult shelter system and regularly maintains communication with the other adult shelters.

Dennis Guest moved and David Migliore seconded to approve the resolution and recommendations on the Centralized Point of Access which includes the allocation of funding to LSS-FM pending CSB staff recommended changes to the proposal. Approval of the resolution will authorize CSB staff to enter into contracts with LSS-FM for an amount not to exceed the \$611,246 in Homeless Prevention & Rapid Re-Housing Program (HPRP) funds allocated for the project.

Questions/Concerns/Clarifications

Question asked whether someone presenting at the CPOA would be able to access temporary assistance. It was noted that LSS-FM has the ability to complete applications for Emergency Food & Shelter Program (EFSP). It was also noted that LSS-FM is required to develop a community information plan to ensure that details of the program are widely shared with community stakeholders including other agencies that may make referrals to the program.

An inquiry was made about the thoughts on the CPOA from the Columbus Coalition for the Homeless (CCH) and the providers. Don Strasser (CCH) commented that they have not taken a

formal stance on the plan but hope that it will be inclusive as possible for all those seeking assistance.

It was noted that the original proposal submitted by LSS-FM included a Rapid Re-Housing (RRH) component with RRH services being provided by CHN. This portion of the proposal was not considered by the review committee because RRH was not intended to be developed until after the CPOA was implemented.

Vote on Motion:

Motion was unanimously approved; no abstentions.

#### Rebuilding Lives Plan Strategies Report Card

Lianna presented the Rebuilding Lives Plan Strategies Report Card included in the meeting materials. The report outlines each RL Plan strategy including a brief description, the convener(s), anticipated outcome and progress to date.

#### Unified Supportive Housing System (USHS) Update

Lianna presented the USHS update included in the meeting materials. Highlights of the presentation were as follows:

- The second USHS pilot project – the Move-Up Pilot – is ready for implementation in January 2010.
- The third USHS pilot project – NCR Commons at Buckingham (CAB) – is scheduled to open in 2010.
- The evaluation of the Southpoint Place (SPP) pilot is delayed and we are still working on gathering final financial information on the project's first year of operations. Information and lessons learned from the SPP evaluation will help to inform the process for the CAB pilot.
- Another project – RL Leasing, which will provide 30 units of scattered site supportive housing for HUD Chronically Homeless single adults – is anticipated to start in January 2010 pending receipt of its contract from HUD. Southeast, Inc. is the service provider for these units.
- USHS has experienced a low number of applications for consideration for the current projects that are part of the USHS. In order to increase the flow of applications and assist agencies with costs related to gathering necessary documentation for clients, CSB will seek to incentivize the application process by providing a performance payment for USHS applications that are submitted in a complete and appropriate manner by all single adult emergency shelters and outreach applications.
- USHS is also in the process of developing an electronic Client Documentation Toolkit for use by caseworkers.

Question asked about delay with Move-Up due to CMHA vouchers. A handout was issued as a revised USHS update that included an explanation of the situation with CMHA vouchers.

#### Access to Benefits Strategy Update – Benefits Partnership

Dave Davis presented the Access to Benefits Strategy Update included in the meeting materials. The program is now called Benefits Partnership and the YWCA Columbus is the lead partner.

Dave noted that completing applications for each client is quite labor intensive requiring from 6-10 hours to complete per client. The Benefits Partnership program is able to move the applications along more quickly because of linkages with agencies directly involved in the process.

#### Coordinate Emergency Aid Strategy Update

Esther Adkins of Franklin County Department of Job & Family Services (FCDJFS) provided an update on the Coordinate Emergency Aid (CEA) Strategy. United Way of Central Ohio (UWCO) and FCDJFS are co-conveners of the CEA strategy. A written update was issued as a handout. The CEA is moving forward early in 2010 beginning with a resource inventory conducted by Community Research Partners. This inventory analysis will be Phase I of the process towards creating a pilot project expected to begin no later than fall 2010. The resource inventory is expected to provide a snapshot of emergency aid programs/services available in Franklin County.

#### Re-entry Housing Advocacy – Incarcerated Populations

Sally Luken provided an update on the Re-entry Housing Advocacy Strategy for Incarcerated Populations. The collaborative has convened two meetings to date and has a diverse membership including representatives from the homeless services system and the judicial system. Next steps for the process include a data match with ODRC to be conducted by Community Research Partners and a third collaborative meeting. Sally also shared some statistics provided by ODRC to the collaborative including the number of persons released to Franklin County and those considered homeless prior to entering jail.

#### Re-entry Housing Advocacy – Mental Health Populations

Susan Lewis Kaylor presented the Re-entry Housing Advocacy Strategy for Mental Health Populations update included in the meeting materials. The program has 16 persons currently on a waiting list. These persons cannot move into housing until the housing inspections are completed. The housing inspectors will be going through training beginning in January. This program – known as ADAMH Prevention – is included in the HPRP funding allocations.

#### Affordable Housing Campaign Strategy Update

Kim Stands provided an update on the Affordable Housing Campaign strategy on behalf of Erika Clark Jones was unable to attend today's meeting. Kim reported that Barbara Poppe (prior to leaving CSB) and Erika Clark Jones had a conference call with Joe Weisbord who conducted an Affordable Housing Campaign in New York. Erika was very happy about the results from the conference call and expects to release a plan in January.

#### Collaborative Outreach System Strategy Update

Kim reported that the group is now piloting a reporting tool which is recorded in the City's 311 system. The tool generates a report for parks and other areas throughout the system to identify locations of homeless persons. Erika will receive a report and then share that with Maryhaven outreach staff to initiate an outreach response. It was noted that this report could possibly be used to inform locations to visit for the Point in Time Count.

Don commented that the design of coordination between the various organizations that provide outreach services to homeless persons was the original intent of this strategy but it does not appear to be the actual focus of the work being done to date.

**Next RLFC Meeting: Thursday, February 18, 2010 from 11:30 am – 2:00 pm.**