

# Meeting Minutes

## Rebuilding Lives Funder Collaborative

### Committee of the Whole

Thursday, August 6, 2009

11:30 am – 2:00 pm

Community Shelter Board

#### **Attendees**

*Members Attending:* Barbara Poppe, Susan Lewis Kaylor (for David Royer), Michelle Morgan (for David Migliore), Emily Savors, Joe McKinley (for Janet Jackson), Rita Parise (for Kim Stands), Rollin Seward (for Jim Schimmer), Sally Luken

*Members Not Participating:* Antonia Carroll, Charleta Tavares, Dennis Guest, Douglas Lay, Eric Fenner, Erika Clark Jones, Jed Morison, Hal Keller, Kathy Werkmeister, Jeffrey Lyttle, Phil Cass, Roger Cloern, Steve Gladman, Suzanne Coleman-Tolbert, Terri Donlin Huesman

*Guests:* Sue Villilo, Beth Fetzer-Rice, Caroline Holmes, Don Strasser, Anthony Penn

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

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

Emily Savors welcomed the group, reviewed the agenda and all gave name and affiliation introductions. Emily explained that the purpose of today's Committee of the Whole meeting is to hear presentations on the projects for the Homelessness Prevention and Rapid Re-Housing Program (HPRP).

#### **Overview of State HPRP**

Barbara Poppe reviewed the State HPRP overview document. A revised version that included updated project names was issued as a handout. Barbara explained that the State – led by the Ohio Department of Development (ODOD) - allocated its HPRP funds based on a formula in the amount of \$1,039,400. The projects included in the application to ODOD are Community Housing Network (CHN) Prevention, CHN Placement, CSB Direct Client Assistance (DCA) and Huckleberry House Rapid Re-Housing (RRH). These projects were included to fill the gap for loss of funding from the ODOD Homeless Assistance Program which excludes homelessness prevention and housing placement as a funding category in 2009 (CHN and CSB projects) and loss of funding from the United Way of Central Ohio (Huckleberry House). The amount also includes costs for Housing Inspections (which is currently an estimate that may actually be higher), Columbus ServicePoint (CSP) implementation costs and administration.

In addition to State HPRP funding, CSB was awarded \$200,000 for the Homelessness Prevention Pilot, Stable Families program. CSP implementation and administration costs are ineligible per ODOT regulations.

### **Overview of Local Dollars Available and HPRP Steering Committee Allocation Plan**

Barbara explained that the HPRP Steering Committee membership is representative of the City of Columbus (Kim Stands, Erika Clark Jones), Franklin County (Rollin Seward, Mark Paxson), United Way of Central Ohio (Joe McKinley), ADAMH Board (Susan Lewis Kaylor), CSB (Barbara Poppe, Dave Davis and Tiffany Nobles) and Deb Helber, consultant.

The current allocation plan for local dollars available includes new projects, maintenance of effort (MOE) projects and required activities. The budget is not yet balanced as the majority of the project amounts are estimates.

### **Coordinate Emergency Aid**

Joe McKinley presented the Coordinate Emergency Aid (CEA) proposal that the United Way of Central Ohio (UWCO) is leading with Franklin County Department of Job & Family Services.

Highlights of the presentation are as follows:

- The project will be divided into three components designed to develop an understanding of how emergency assistance programs operate in the community and to examine how it can be coordinated.
  - Discovery
  - Pilot Development/Implementation
  - Coordinated Emergency Aid Expansion
- UWCO will work with FirstLink to enhance its capacity to coordinate emergency aid resources in the community.

Suggestion made to add Ohio Benefits Bank and Columbus Coalition for the Homeless to the collaborative planning team.

Question asked around how far out will the definition of emergency aid reach. Joe commented that this will include rental assistance, utility assistance and other forms.

It was clarified that the Discovery phase will include looking at national best practices.

### **Adult System Improvement**

#### Single Point of Contact for Adult Shelter

Dave Davis presented the proposal for a Single Point of Contact (SPOC) for Adult Shelter.

Highlights of the presentation are as follows:

- Adult shelter providers were invited to participate in the collaborative planning team (CPT) to discuss the idea of a SPOC and begin planning for it.
- After the first meeting in April, Dave and Deb Helber met with each adult shelter provider to better understand its client flow process. The analysis showed several similarities among the triage, intake and admission processes. In some cases, agencies were using the same forms for triage and intake.
- The CPT held its second meeting yesterday and the

Question asked around how “current economic crisis” will be determined. It was explained that the HPRP regulations include strict eligibility criteria that must be adhered to in order to utilize HPRP funding for assistance.

#### Rapid Re-Housing for Single Adults

This project will include the identification of appropriate homeless individuals in the shelters or on the streets and the development of housing assistance and client pathways to services for successful housing outcomes. These individuals will be those with immediate needs and most likely to quickly obtain and sustain stable housing. Services offered will be consistent with HUD eligible uses guidelines and may include short – or medium-term rental assistance.

Question asked about the diversion process in order to prevent persons from being diverted to situations that are not the most appropriate situation. It was noted that in the family system, staff work with the client to identify opportunities other than shelter but some clients choose to divert to a situation that may not be the most viable option for them.

It was noted that a SPOC is thought to improve the adult shelter system by enabling them to better coordinate and streamline by using common triage and assessment tools.

#### **Re-entry Housing Advocacy – Mental Health Population**

Susan Lewis Kaylor presented the Re-entry Housing Advocacy – Mental Health Population proposal. Highlights are as follows:

- The project will utilize a current position ADAMH funds at CHN – Housing Facilitator – to assistance clients who are exiting Twin Valley Behavioral Health and were homeless prior to admission with finding housing.
- The project will serve up to 175 individuals over the 18 month period for an average of three-to-six months until the CMHA Section 8 subsidy begins.
- CMHA has set aside Section 8 subsidies for these individuals.

#### **CSB Direct Client Assistance Program & CSB Program Management**

Janet Bridges presented the CSB Direct Client Assistance (DCA) program and CSB Program Management proposals.

It was clarified that costs for additional staff at CSB is only for financial assistance activities – processing the DCA application, order the inspection, have the inspection completed and cut the check to the landlord. The DCA process for HPRP funds is much longer than the regular DCA process. The additional CSB staffer will account for 1.5 FTE and will only partially be paid for by HPRP funds.

It was noted that it is possible that the City of Columbus may handle the inspections.

Question asked about the implementation timeline. Three projects will start October 1 – Huck House, ADAMH and CSB DCA.

#### **Housing Locator**

Tiffany Nobles explained that the Housing Locator is deferred because CSB currently lacks the staff capacity to plan for this position. The position would lead the research of best practices,

planning and implementation stages of the program. The allocation for the Housing Locator is a placeholder amount to be utilized at a later date.

### **Decision on Proposals**

Susan Lewis Kaylor moved and Michelle Morgan seconded to move all proposals forward to the RLFC for consideration on August 27. Vote on motion: unanimously approved to move all proposals forward. Abstentions – 5, Barbara Poppe (CSB), Joe McKinley (UWCO), Rita Parise (City of Columbus), Rollin Seward (Franklin County), Susan Lewis Kaylor (ADAMH).

### **Next Steps**

- CSB Board of Trustees will consider these proposals on 8/25.
- The RLFC will consider these proposals on 8/27.
- CSB needs contracts from the City of Columbus, Franklin County and the State of Ohio. Once these contracts are obtained, CSB will develop partnership agreements with the provider agencies.

**Next Meeting: Thursday, August 27 from 11:30 am – 2:00 pm at CSB**