

CONTINUUM OF CARE (CoC) BOARD

JANUARY 16, 2019 | 3-5PM | UNITED WAY (2305 PLATT RD. ANN ARBOR)

Note
location
change

TIME	AGENDA ITEM
3:00pm	1. Call to Order
3:01pm	2. Welcome/Introductions
3:03pm	3. Public Comment (<i>limited 2 minutes per person</i>)
3:05pm	4. Approval of Agenda (ACTION)
3:06pm	5. Approval of Minutes (ACTION)
3:08pm	6. Select CoC Board Chairs (ACTION)
3:15pm	7. Washtenaw County Equity Ordinance- <i>Teresa Gillotti, OCED</i>
3:35pm	8. 2019 CoC Board Calendar Approval (ACTION)- <i>Laura Urteaga-Fuentes, Office of Community & Economic Development (OCED)</i>
3:45pm	9. CoC Systems Collaboration & Efforts- a. CMH Millage- <i>Lisa Gentz, Washtenaw County Community Mental Health</i> b. Hickory Way & Platt Road- <i>Aubrey Patiño, Avalon Housing</i> c. Built for Zero Year End Update- <i>Andrew Kraemer, OCED</i> d. Homeless Response System Analysis- <i>Amanda Carlisle, Washtenaw Housing Alliance (WHA)</i> e. Youth Homelessness Efforts- <i>Laura Urteaga-Fuentes, OCED</i> f. Winter Shelter- <i>Dan Kelly, Shelter Association of Washtenaw County & Morghan Williams, OCED</i>
4:15pm	10. Washtenaw Housing Alliance Update- <i>Amanda Carlisle, WHA</i>
4:20pm	11. Board Member Updates/Issues
4:25pm	12. Public Comment (<i>limited 2 minutes per person</i>)
4:30pm	13. Adjournment

CONTINUUM OF CARE (CoC) BOARD MEETING NOV 28, 2018 | 3-5PM

WASHTENAW COUNTY LEARNING RESOURCE CENTER (LRC) | 4135 WASHTENAW AVE. ANN ARBOR

Members Present: Dan Kelly, Jan Little, Jean Carlberg, Jim Mogensen, Ashley Yoshizaki, Jennifer Hall, Zach Foster, John Hieftje, Kathy Wyatt, Amanda Carlisle, Susan Wyman, Rhonda Weather, Elizabeth Adeleye, Teresa Gillotti, Heather Linky, Renee Adorjan, Renee Smith, Marla Conkin, Krista Girty

Staff & Presenters: Morghan Williams (OCED), Andrew Kraemer (OCED), Crystal Balogh (OCED), Lindsey Crandle (OCED)

Public: Aubrey Patiño (Avalon Housing)

TIME	AGENDA ITEM
3:00pm	1. Call to Order J. Hieftje called the meeting to order at 3:09
3:01pm	2. Welcome/Introductions a. Welcome to new board member, Jean Carlberg J. Hieftje welcomed J. Carlberg back to the board.
3:03pm	3. Public Comment (<i>limited 2 minutes per person</i>) No public comment given
3:05pm	4. Approval of Agenda (ACTION) A. Carlisle moved to approve the agenda. R. Smith seconded. There was no further discussion and the motion carried with no opposition.
3:06pm	5. Approval of Minutes (ACTION) J. Hieftje moved to approve the minutes. Approved with no opposition.
3:08pm	6. Point-in-Time Count Methodology (ACTION)- <i>Andrew Kraemer, OCED</i> See Point-in-Time Methodology information pages in the Board Meeting packet. K. Girty (Ozone) raised concern that we will not get numbers for youth with the same methodology as previous years and suggested an tame frame earlier in the evening. CoC's concern with this time frame is that there is a lot more movement which could lead to duplicated counts of individuals staying in warming stations and shelters, or counting of non-homeless individuals. CoC is working on the PIT count planning and will include Ozone in the PIT meetings. A. Cunningham (HAWC) advised that the planning will include a request from the court system for a 10:00pm to 12:00am time frame. A. Carlisle noted that the time frame of the PIT Count is outside the scope of the methodology up for approval, but will be discussed during PIT count planning process. The process will include Ozone House staff and youth input.
3:20pm	Marla Conkin moved to approved. Movement approved with no opposition. 7. Annual Homeless Assessment Report (AHAR)- <i>Andrew Kraemer, OCED</i> The AHAR is an annual report submitted by HUD to Congress, using HMIS data supplied by local communities. Data is normally submitted at the end of October but there is a new submission process this year that has moved the deadline to the end of November. The initial submission for the AHAR report will be uploaded tomorrow. After this submission is reviewed, CoC Staff will work with HUD on addressing any data

quality or other issues in advance of the final submission, which will be in 2019. The new submission process will result in more detailed analysis than was available previously from the AHAR, and will eventually allow us to analyze and visualize our local data.

3:25pm

8. CHP Committee & Built for Zero Update- *Marla Conkin, Salvation Army & Amanda Carlisle, WHA*

An update was provided about the numbers of Veterans and Chronically Homeless currently on the community's By-Name-List of persons experiencing homelessness. There were 48 individuals and 36 veterans on list in November. These numbers are expected to increase with the colder weather months. The Built-for-Zero team met in October in Detroit for a learning session and set the goal to meet benchmarks by the end of March 2019. This means we must reduce the wait time to less than 90 days (we are currently at 105 days) Priorities include: finalize integration of HAWC and VA resources to reduce wait time; create a Process Flow to reduce time to obtain an ID and subsequent housing services; advance landlord engagement work to increase housing placements for veterans with VASH vouchers. Representatives met with chronic leadership team last week with the goal of expediting access to documentation required for a housing placement. M. Conkin received an agreement from the VA and will be passing that around to partner agencies to sign.

3:30pm

9. CoC Systems Collaboration & Efforts-

- a. Medicaid State Innovation Model (SIM)- *Aubrey Patiño, Avalon Housing*
CMS awarded funds to the State of Michigan to provide interventions through the State Innovation Model (SIM). Pilot projects will be conducted in 5 Community Health Innovation Regions (CHIRs) across Michigan, with Washtenaw & Livingston counties as one of the pilot regions. SIM offers a preventative service model for housing and establishes housing as a determinate of health.

Individuals are identified as high-users (or at risk of becoming high-users) of Medicaid using Medicaid and HMIS data. Individuals are then referred to one of twelve agencies within the community to address housing issues. Supportive Housing Pilot (Avalon is the lead agency) provides 25 vouchers and 18 months of services of funding for individuals found through state-wide data matching.

This program also provides a Risk Mitigation Fund. One of the recommendations by A. Carlisle (WHA) is to fund beds and units needed in our system as broken down by shelter/bed type and subpopulation. WHA is seeking consultants to work on this topic. Another suggestion is to create a landlord live database to aid in landlord relations following similar models in Phoenix and San Diego. Our shire is Washtenaw and Livingston county. Referrals will still be processed through the Coordinated Entry system.

- b. Non-Elderly Disabled Vouchers- *Jennifer Hall, Ann Arbor Housing Commission*

HUD issued new 45 vouchers for programs; this was only for the vouchers and did not include funding for supportive services alongside the voucher. We will likely apply again for HUD's second NOFA round. The waitlist for vouchers was opened, which involves requirements through HUD to nonprofit agencies within the community. There are four HUD preferences (self-identified): non elderly disabled (NED); households that live or work in Washtenaw County; households with a

disabled individual; and homeless. Community Partners will be notified as their clients are identified for the waitlist.

We were also awarded 32 Family Unification Program (FUP) vouchers. We are working with DHHS and Ozone house to award those vouchers. Referrals need to come through DHHS but are also available to non-DHHS clients.

J. Hall raised an additional topic related to the City Council Meeting on 12/19/2018. City Council passed a resolution before the millage vote on how the funds would be divided, including the portion on affordable housing. Some council members are concerned that the public did not understand the funding allocations for the millage. Board members are encouraged to reach out to council members regarding this issue. A. Carlisle indicated that WHA will be sending out information on the issue. K. Wyatt indicated that housing affordability training will be provided for the new council members. J. Hall will also be completing an orientation with the new City Council members and suggested having a community educational training on affordable housing to inform the public on affordable housing funding and services.

J. Hiefje brought up the bill for the top of the Library parking lot and its implications in the loss of affordable housing funds. Jim indicated that a panelist of board members would be needed as we move towards organizing a community education event. He will take initiative to see if he can work on organizing this event.

- c. **Warming Center- Dan Kelly, Shelter Association of Washtenaw County**
See Shelter Association of Washtenaw County Winter Programs Information sheet in meeting packet.

There are several daytime shelters as well as evening shelters. There is a 65% increase in participants and total number served from last year. The last count was 81 sheltered in one evening out of 118 total bed capacities. The overnight warming shelter is at 22 per night with a capacity of 25. If the number of individuals seeking shelter increases to 100, we may need to find a second overnight warming shelter location. Overall, the need continues to rise. SAWC is working on improving engagement through more case management services, which includes more variety in staff scheduled hours. The number of individuals from outside of Washtenaw County seeking shelter are down from previous years.

The issue of transportation to Delonis Center was discussed. K. Wyatt volunteered to create a process for referring and transporting individuals to Delonis Center from her agency.

- d. **Homeless Response System Analysis- Amanda Carlisle, WHA**
Already discussed in a previous section; no additional information or discussion was provided.

3:50pm

- 10. **Preliminary Racial Equity Analysis- Andrew Kraemer, OCED**
See Racial Disparity Assessment Summary handout in meeting packet

This analysis was created to gain additional points for HUD funding application. The analysis is intended as a brief introduction to build upon further in the future. Based on the data, a higher number of individuals of

color are served by the CoC, but this demographic also has better outcomes in terms of successful exits. This is a positive result for our county as it implies that the CoC is successfully addressing issues of racial inequalities within the housing support system. The CoC would still like to improve on this through inclusive communications and marketing materials, community trainings, and increasing representation on the CoC Board and various Committees.

A. Carlisle introduced the idea of holding an educational session on the Equal Access policy.

4:15pm

11. Washtenaw Housing Alliance Updates- *Amanda Carlisle, WHA*
Updates were covered by the discussion on the City Council issues. Additionally, proposition 2 passed but there may be a lengthy legal battle in the near future on this issue. WHA will hold a series of strategic planning meetings in January to re-evaluate advocacy to prioritize strategies and coordinate efforts. There is a new housing advocacy meeting on December 1st that WHA will attend. An advocacy alert will be sent out tomorrow regarding the City Council concerns.

a. Sycamore Meadows Advocacy- *Teresa Gillotti, OCED*

There are 262 subsidized units in the MacArthur neighborhood. The conditions of these units have been identified as an area of concern (mold, sewage backups, and poor maintenance service). The inspection was a result of 95% of the units failing code requirements. HUD will be completing inspections this week as they have voucher-holders living in these units. The property manager is in the midst of hiring new staff, but seems willing to work with OCED to prepare for the upcoming HUD inspections. There are also some concerns of violence in the area.

There was a call to all CoC Board members for assistance identifying and obtaining contact information for anyone living in these units so that WHA may contact them.

b. Affordable Housing Preservation- *Teresa Gillotti, OCED*

Low Income Tax Credit affordable units are expiring. OCED is looking to see if there is any means of preserving these units through a collaborative effort with Legal Services. Local townships are interested in collaborating efforts to preserve 51% (or all) of these units. We are also reviewing policy approaches with the new administration with MSHDA to preserve local units.

4:25pm

12. Board Member Updates/Issues

J. Mogensen brought up the public charge regulation: there is a new Federal process relating to both documented and undocumented immigrants. There are new requirements for documentation to receive social services that may impact frontline workers.

K. Wyatt provided information on the free community holiday meal. It is intended for individuals who may not be able to afford a holiday dinner and located at the Alehouse. Contact K. Wyatt for posters and flyers.

4:28pm

13. Public Comment (*limited 2 minutes per person*)

A. Patino commented that in reaching out to City Council keep in mind that the funds were earmarked for a number of providers involved in the CoC. CMAC also went through a public information process to determine that housing is a priority for mental health.

4:30pm

14. Adjournment J. Hiefje adjourned the meeting at 4:39

ACTION ITEM SUMMARY

CONTINUUM OF CARE (CoC) BOARD | January 16, 2019

CoC Board Co-Chairperson Selection

Per the CoC governance charter, the Washtenaw County CoC Board shall have two co-chairpersons and a secretary, selected into leadership by the CoC Board members annually by a majority vote. Co-chairs and secretary serve one-year terms. Currently, two co-chair terms have expired and need to be filled. A note that the OCED designee cannot serve in a leadership capacity within the CoC Board.

Co-chairs are responsible for the following:

- At least one chairperson should preside at all CoC meetings and CoC Board meetings
- Engage in activities relevant and appropriate to its purpose, charge, and powers (e.g. planning CoC Board meetings; make decisions as delegated by the CoC Board)
- Ensure the maintenance of all records of all CoC Board proceedings, including all other task forces/committees (with the assistance of OCED staff)
- Ensure the dissemination of meeting minutes to each member of the CoC Board to be approved at the next meeting
- Participate on the CoC Board Executive Committee that meets six times per year in preparation for CoC Board meetings

Current Action Needed:

Selection of two co-chairpersons selected by a majority vote of present CoC Board members.

Motion:

The CoC Board selects nominees into the two open co-chair positions.

Approval of 2019 CoC Board Calendar

The CoC Board calendar includes information regarding the CoC's responsibilities throughout a calendar year. This includes items the CoC Board needs to approve (e.g. policies and procedures; funding recommendations), as well as critical activities carried out by CoC staff (e.g. required state and federal reports). Board meeting dates are also included. While this does not encompass or detail every effort or implementation carried out by the CoC, it does provide the most critical and foundational work.

The attached calendar reflects the 2019 calendar year. Some changes include the addition of the Youth Homelessness Demonstration funding application, as well as initial efforts to integrate equity work into the homelessness response system. A note that some due dates and timings may vary depending on federal and state-dictated due dates.

Current Action Needed:

Approval of 2019 CoC Board calendar.

Motion:

The CoC Board approves the updated 2019 CoC Board calendar.

--DRAFT-- WASHTENAW COUNTY CONTINUUM OF CARE (CoC) | 2019 CoC BOARD CALENDAR --DRAFT--

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
BOARD MEETINGS		16		20		15		17		18		20	
HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS)	Annual Homeless Assessment Report (AHAR)										DRAFT DUE		FINAL DUE
	System Performance Measures					DUE							
	Housing Inventory Count (HIC)			DATA ENTRY		DUE							
	HMIS Policies & Procedures*			APPROVE									
	Point-in-Time Count (PIT)	PIT COUNT	DEBRIEF	DATA ENTRY		DATA DUE							
	PIT Count Methodology*											APPROVE	
	MSHDA Monthly Veteran Reports												
	ESG CAPER												
FUNDING	ESG & CoC Rubric Review		REVIEW										
	Emergency Solutions Grant Funding Competition*			MATERIAL UPDATE	PROJECT REVIEW		APPLICATION PROCESS EXPECTED						
	Continuum of Care Funding Competition*			MATERIAL UPDATE	PROJECT REVIEW		APPLICATION PROCESS EXPECTED						
	Ranking Policies*			DISCUSS		APPROVE							
	Youth Homelessness Demonstration Program App	PLANNING		APPLICATION EXPECTED									
	Board Leadership Selection*												
SYSTEMS WORK	Annual Homeless Report												
	CoC Committee Updates	2018 REPORT						2018 REPORT					
	Policies & Procedures*												
	CoC Membership Meetings												
	Governance Charter Update												
	Coordinated Entry Oversight												
	Equity Efforts												

*Item needs to be approved by the CoC Board. Approval dates may vary depending due dates as scheduled by federal or state funders