

**Morris County Continuum of Care (CoC) Executive Committee Meeting  
July 28, 2016  
Meeting Notes-Revised**

**Meeting began at 10:02 a.m.**

**Voting Members Present:**

Jeffrey Bashe, Community Rep.; Jenni Briggs, Roots and Wings Foundation; Terry Connolly, Community Soup Kitchen; Luisa Fieno, Community Hope; Joseph Gallo, Market Street Mission; Russ Hall, Housing Alliance of MC; Jodi Miciak, United Way of NNJ; David Scott, Market Street Mission; and Rebekka Zydel, Child & Family Resources, Inc.

**Ex-Officio Members Present:**

Patty Sly, JBWS and Dan McGuire, Homeless Solutions.

**Staff and Consultant:** Shelia Carter, Patricia Mocariski, Morris County Human Services and Jay Everett, Monarch Housing.

**1. Welcome & Introductions**

Mr. Jeff Bashe, Chair, opened the meeting with welcomes and introductions.

**2. Approval of May 26, 2016 Minutes – HOLD**

**3. 2016 Activities & Updates**

**Proposed new CAS organization model and mission – Mr. Bashe**

Distributed the proposed new CAS organization model with the goal of strengthening the communications process within the CoC infrastructure. Also discussed the committee meeting less often, possibly every other month.

Ms. Fieno said the CAS would like more direction from the Executive Committee. She thinks that smaller group meetings might be more helpful and that all groups should be more structured. Work is needed to unify standards across the CoC and to ensure that the appropriate representatives are involved.

Ms. Zydel stated that it seems the CAS wants more direction from the EC which is good. Ms. Fieno responded that CAS would like guidance and at the same time have the ability to its own agenda, etc. Ms. Zydel suggested that the EC write a letter to agencies explaining that the CAS needs broader representation, requesting that agencies assess current involvement. A goal would be to increased membership.

After much discussion, all agreed that a letter will be sent by the CoC Executive Committee chair to the CEO of each community agency. The purpose of the letter will be to encourage increased agency involvement in the CoC. The letter will provide agency leadership with an update on the Morris CoC, emphasizing the vital role it plays in bringing HUD funding to the community to support homeless services.

### **Coordinated Assessment – Mr. Bashe**

The coordinated assessment subcommittee has been working on a HUD proposal idea that would include 211. The basis for this proposal is a model of Single Point of Entry. 211 would play a major role as well as two outreach centers, Edna's Haven (MHAMC, Dover) and Our Promise (Family Promise, Morristown).

Ms. Zydel asked if there was a letter of support from the CAS for this proposal. Ms. Fieno said there is not a support letter. Mr. Bashe agreed that a letter getting the CAS's support is a good idea.

### **Data Quality Subcommittee report – Ms. Jenni Briggs**

The committee is now called the Data Quality Subcommittee and are currently meeting monthly but may meeting more infrequently moving forward.

This subcommittee suggests that there needs to be additional staffing support to support the area of data quality. A job description was distributed. Mr. Bashe stated that next year there is additional money so this is something that can be considered. Ms. Briggs stated they see this as a part time position. The person will do the monitoring and go to the agencies and help the agencies work through problems. Currently, there is uncertainty about who is responsible for these tasks.

Ms. Briggs stated that since NewBridge doesn't go through Footholds it's been an issue getting them to the table. Since they don't enter their information directly into the system, they don't see themselves as part of HMIS. There was a request to contact NewBridge to get a representative involved.

Ms. Briggs stated there is training on Oct. 12 with Vanessa Gerena and Taissa Kelly for site administrators on HMIS and HUD policies. Ms. Sly asked if JBWS should attend. Ms. Carter stated they should attend even though they don't report their information in the same manor. It was suggested that they verify with Allison Delcalzo whether or not they should attend.

### **Permanent Housing Subcommittee Report – Mr. Bashe**

Mr. Bashe would like approval to create this committee. This committee is to coordinate with all stakeholders, all housing providers, and reach out for new opportunities with the Housing Authority. Need to develop a strategy and expand affordable housing for the homeless population. Work has begun with a few CoC members and housing authority representatives.

Dan McGuire made reference to the Housing Alliance, asking how the permanent housing group would be different. The Housing Alliance's mission is help for low income, advocacy and to provide information. The new group would be to help the chronically homeless and has a different focus.

Mr. Bashe made a motion to have a Permanent Housing Subcommittee. Mr. Hall seconded the motion. All were in favor with no opposition and no abstentions. The motion was carried. This subcommittee will be part of the CAS.

### **DCA Housing First Grant Update – Mr. Bashe**

The Morris Consortium, headed up by MHAMC, received 50 housing vouchers. Ms. Miciak thanked everyone that worked on this. It helped and made a difference.

### **2016 CoC Submission Status and Plan – Ms. Carter**

The ranking information will go out to the agencies shortly. Once agencies are awarded funding, Exhibit 2 will need to be completed in ESNAPs. Monarch reviews all entries before submitted to HUD by the Sept. 14 deadline. There are no bonus points this year for sending in the materials early.

Mr. Bashe reviewed the 2016 CoC Competition Scoring handout. There is less money than last year. He said that areas needing improvement are highlighted. The EC formally needs to approve the Performance Standards for reviewing HUD proposals. The EC needs to add a Policy Statement to the By-Laws to address the scoring tool and that will help increase the score. The EC also needs to endorse the Housing First philosophy.

Mr. Everett talked about the scoring handout. He said that HUD changes the points each year. For example, since the PIT count was up this year we received fewer points. Mr. Everett said that 75% of projects need to have low barriers to service access. Ms. Zydel suggested reaching out to the Program Review Committee to be sure those projects that are Housing First are accurately reported on the applications. Mr. Gallo suggested that some agencies may incorrectly be reporting. For instance they have clients that are getting treated for addictions and thus may list addictions first but should list Housing First. This effects the scoring.

Ms. Zydel stated there are other programs such as Safe Haven. There is a need for transitional housing, but as a philosophy there is a need for Housing First in our continuum. Mr. Everett said last year we got a 138 for our score and the median was 159. He suggested drafting a policy that says we are awarding funds based on using Housing First Model. Second the policy could also state Morris County is a Housing First Continuum outside of CoC, ESG, and other funding streams.

Mr. Bashe asked Mr. Everett to come up with a policy statement for the committee. Mr. Everett suggested asking Ms. Kelly to draft the policy statement.

Mr. Bashe stated they need some direction on reviewing the applications and need to incorporate a review process. Mr. Everett said the policy must include:

- Housing First;
- Prioritizing chronically homeless persons;
  - Longest time homeless;
  - Those with a disabling condition, mental or physical condition.

There will need to be a vote on the policy.

**Project Homeless Connect – Ms. Becker will update at the next meeting.**

**Freeholder Communications – Ms. Carpinteri will update at the next meeting.**

**Adjournment -**

Motion to close the open portion of the meeting was made by Mr. Hall and seconded by Ms. Falcone. Meeting was adjourned at 11:45 p.m.