

**Morris County Continuum of Care (CoC) Executive Committee Meeting
November 17, 2016
Meeting Notes**

Meeting began at 10:03 a.m.

Voting Members Present:

Jeffrey Bashe, Community Rep.; Joan Bruseo, Morris County Office of Temporary Assistance; Terry Connolly, Community Soup Kitchen; Russ Hall, Housing Alliance of MC; Nancy Magee, Community Foundation of NJ; Jodi Miciak, United Way of NNJ; David Scott, Market Street Mission; and Rebekka Zydell, Child & Family Resources, Inc.

Ex-Officio Members Present:

Joanne Bjornson, Family Promise of MC; Dan McGuire, Homeless Solutions; Lou Schwarcz, Mental Health Assoc. of MC.

Staff and Consultant: Laurie Becker, Shelia Carter, Patricia Mocarski, Morris County Human Services; Taissa Kelly, Jay Everett and Olu Oyedele, Monarch Housing.

1. Welcome & Introductions

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

2. Approval of Sept. 22, 2016 Minutes:

Mr. Bashe asked for the approval of the September 22 Minutes. Ms. Russ Hall made a motion to approve the September 22 minutes. Ms. Joanne Bjornson seconded the motion. All were in favor with two abstentions and no opposition. Motion carried.

3. ED Membership Changes and Needs:

Mr. Bashe stated there are some recent committee changes:

- Ms. Jenni Briggs has taken a new position and resigned from the committee.
- Ms. Joan Bruseo and Ms. Jennifer Carpinteri want change to non-voting members since they could be in conflict with funding decisions.

Thus there will be three fewer voting members. Mr. Bashe suggested the committee consider recruiting one or two new members before the Jan. meeting. The committee would like to fill some gaps. At this time there is no representation from medical, hospital, youth services and the prison. Mr. Hall suggested someone from the Zufall Health Center for the health community representative. Some discussion ensued about the medical community.

Ms. Zydell suggested that in next two to three weeks any recommendations for new members be sent to Mr. Bashe. At that time Mr. Bashe can decide if an email vote should be taken on names suggested. Mr. Bashe said that Exhibit 1 is important since it states who should be on this committee. Ms. Bjornson stated that Exhibit 1 is on the county website. Mr. Bashe suggested Exhibit 1 be emailed to members.

4. 2016 Committee/Sub-committee Reports:

Community Assistance Services (CAS) – Mr. Bashe

Mr. Bashe stated the group hasn't met and there is nothing new. At the last meeting they discussed making some changes and they will see how it plays out at the next meeting.

Coordinated Assessment – Ms. Bjornson (report emailed)

Overview

- Meeting monthly, on the 3rd Friday of each month, from 11:00 a.m. – 1:00 p.m., at Family Promise.
- Participating agencies include: 211, Community Hope, Family Promise, Homeless Solutions, Hope House, JBWS, Mental Health Association of Morris County and OTA.
- Working with:
 - CoC Permanent Housing Committee
 - CoC Data Quality Committee
 - CAS

CoC proposal – review and next steps

- In January, committee will begin to work with 211 in smaller groups as needed, to prepare for the transition to 100% shelter referrals going through the call center at 211. Target date to begin transition is Fall 2017. Committee will use 211's already existing Best Practices, and adapt them for Morris. Areas of focus: new procedures, internal communications, branding/communications across sectors, Tiered Vulnerability Tool for prioritization, 211 staff training, 2 Drop in center's role, funding requirements and demands.

Areas of Focus:

- Housing Voucher referral process
 - CAS working on Housing Inventory Spreadsheet
 - Agencies meeting on joint service plan concept, Case Review, list of voucher needy/ready clients, referral of and to clients/agencies to ensure the best fit
- Shelter Referral Tool (2016)– revised by small subset of committee
- Shelter Assessment Tool – TBD in 2017
- Release of Information – in process of final review
- Background Check – reviewing current process of each agency and HUD recommendations

HMIS Data Quality – Mr. Bashe

Mr. Bashe commended Ms. Zydel since she suggested the startup of this committee last year. Also thanks to Ms. Delcalzo for Chairing the committee. There has been positive feedback on the progress they are making. They recently had a training session and feedback was good. Ms. Delcalzo is keeping the process moving along well and the site

administrators are involved. Ms. Bjornson said that her staff said it's been helpful and their staff is working as a team with others. Mr. Bashe said this is good for our score.

Permanent Housing – Mr. Hall (report emailed from Nov. 4 mtg.)

Mr. Hall reported on the Nov 4 meeting:

Attending: Jeff Bashe, CoC EC; Ana Betancourth, Morris County HA; Joann Bjornson, Family Promise; Emily Frisch, HSI; Russ Hall, CoC EC; Dan McGuire, HSI; Jessica Padilla-Gonzalez, Housing Partnership; Danielle Pera, Mental Health Assn; Roberta Strater, Morris County HA; Maria Tchinchinian, Dover HA; Tanya Van Order, Madison HA

Introductions: Meeting started with member introduction - The CoC Executive Committee, The Housing Alliance of Morris County and the Morris County Fair Housing Committee were represented.

Housing Voucher/Rental Assistance Inventory: The spread sheet begun by Ana and Russ will be completed at the next CAS meeting.

Affordable Housing Inventory: Lists of affordable rental/ownership housing exist. The HUD AFFH data/map will be explored.

Reviewed the Permanent Housing Strategies Section of Continuum of Care 10 Year Plan;

Advocacy: “Advocate for an increase in financial resources available for development of affordable in Morris County” – Agreed that creation of a Homeless Trust Fund in Morris County could increase resources. Many political obstacles. Medium priority.

Collaboration: “Collaborate with Housing Authorities (HA) in Morris County to jointly work toward the goal of ending homelessness” – Extensive discussion. With respect to ease of fully leasing up HCV's, conditions differ by location/prevaling rent structure. HA's are proactive in developing friendly landlord networks. HA's also experience the same issues faced by supportive housing providers, although to a much lesser degree.

Landlord Network – “Build a network of community landlords willing to participate and work with homeless persons and organizations” – Extensive discussion. Consensus that very few landlords motivated by social concerns. Also, that, in spite some HA/SH Agency successes, developing a broad core group of socially motived landlords world be a challenge. Will support FHC's efforts toward landlord education and continue to work to identify landlords amenable to taking HCV renters. Immediate priority is finding landlords for all 50 new DCA Consortium HCV's. High Priority

Innovative PH Initiatives – “Implement innovative permanent housing initiatives to increase the housing units available for specialized populations in Morris County” - Consensus that while construction of new units like those built/rehabbed by member agencies is a positive and productive, construction is not the ultimate solution to local homelessness. Increasing number of affordable rental units and supply of HCV's and PSHV's represent the best opportunity. Makes landlord identification and education and national/state advocacy very high priority goals.

The sub-committee's work is closely aligned with these goals.

Next Steps for the sub-committee:

1. Work closely with DCA Consortium to ID landlords for all 50 new HCV's.
2. Learn more about HUD AFFH data base.
3. Support FHC's efforts to set up Landlord Education events.
4. Support Housing Partnership tenant education events.
5. Approach –informally- an elected official concerning the Homeless Trust Fund.
6. Work towards strategies in 10 Year Plan.
7. Work closely with Housing Authorities in Morris County re possible voucher set-asides for the homeless.

Systems Performance – Ms. Miciak (report emailed)

This new sub-committee is being created because Systems Performance is a section in the CoC Competition where we score 22/44. Mr. Bashe, Ms. Miciak, Ms. Kelly, Ms. Becker and Ms. Carter spoke over the phone to discuss some initial steps to take some corrective actions before the next NOFA. First, there are five standards out of eight that still need to be established: return to homelessness, number of homeless persons, number of persons becoming homeless for the first time, prevention and improving outreach. The committee will need to develop a process for monitoring our performance so that lastly, strategies can be created to make improvements where needed.

Next steps: Ms. Miciak will call Ms. Fieno to learn what happened with this effort in CAS during the spring. She will ask Ms. Kelly to pull HMIS data to show performance of these standards for the next Executive Committee meeting.

After the Executive Committee meeting Mr. Bashe, Ms. Miciak, Ms. Kelly and Ms. Zydel will meet on Dec. 15 to discuss developing standards that are appropriate for Morris County and still meet HUD requirements and determine how to improve integration of the standards into the CoC application and scoring process. (See below.)

Veterans Homelessness – Mr. Armstrong

The veterans are better served than most others. The Dept. of Veterans Affairs is reallocating some resources. The goal is to reduce transit housing beds and reallocate to different high need areas. They are trying to get funding for rural areas. The Community Hope program currently has 95 beds and 93 are filled. Our area is in good shape and outcome measures exceed the national average. VASH vouchers came out but New Jersey didn't get any since in the last round they weren't utilized.

5. Open Items from Prior Meeting(s):

2016 CoC application status update – Ms. Kelly

Currently working on the AHAR (data report from HMIS). The report will be submitted on Dec. 5. The data used is from Oct. 2015 to Dec. 2016.

Updating of CoC application and scoring tool – Ms. Zydel

After a much discussion on many aspects of policy, standards, system performance goals, system performance procedures and tools and related issues, it was decided that this activity will now be addressed together with the System Performance Sub-Committee.

Mr. Bashe said the next step is for Ms. Zydel, Ms. Miciak, Mr. Bashe, Ms. Kelly and Mr. Everett to meet and work on this issue.. Ms. Kelly passed out a list of current policies. System performance indicators will be finalized, a system performance review process will be developed and application and scoring tools will be updated to incorporate our metrics.

Updating Lead Agency/Monarch Job Description – Mr. Bashe

The 2015 CoC award includes a planning grant for over \$52,000, which is an increase from the approximate \$20,000 received in the past. Mr. Bashe stated the added money for planning and administration is an opportunity to address the role of the Lead Agency and Monarch. He is working on documenting lead agency responsibilities and activities and developing a timeline of what work is required throughout the year. This will lead to a work plan.

Ms. Zydel asked if there was a timeline for the county being the administrator. Ms. Kelly stated yes it was three years. We discussed whether it makes sense to have the County be the lead agency or consider having an outside agency or person. Mr. Bashe stated that since the CoC is not an autonomous incorporated body there are some limitations. The County needs to be involved, especially with regard to the Monarch contract administration.

Mr. McGuire asked if we are willing to try to press the County regarding a Housing Trust Fund. Perhaps we can address the Freeholders and try to get the county to commit for a few years and have the county help with money towards housing. Maybe giving them a presentation would be good. Ms. Becker said that the Housing Trust Fund opportunity has been raised to the Freeholders in the past without success. Mr. Bashe said that Freeholder communications have been on the agenda for a while and he would like to sit with Ms. Carpinteri and Ms. Becker to discuss. Mr. Bashe suggested a possible fundraising sub-committee to help get funding for this. This will be discussed further at future meetings.

6. Other business/systems advocacy

Project Homeless Connect – Ms. Becker

Ms. Becker has been busy working with Danielle Pera at MHA. They have a list of providers and things are moving along well. Mr. Schwarcz said they need participation and input. There will be a presentation to the Freeholders on Monday and a Freeholder Resolution recognizing homeless awareness month will be presented. The meeting date is Nov. 21 and time is 9:30 a.m.

Housing First Consortium – Mr. Schwarcz

Nothing new to report.

Freeholder Communications – No Report

Safe Haven Service Gap – Ms. Connolly

Ms. Connolly stated that there was a gap identified for clients on the waiting list for Safe Haven. They had gone to OTA for placement, but if the client goes to a rooming house they will forfeit getting a voucher. There is a long wait list for Safe Haven and there is no place for about 15 – 25 people. They met with various players but missed having representation from the Market Street Mission. The meeting went well and all are working to try to solve this problem.

Mr. Bashe praised the inter-agency collaboration and said we really have a good working system. We need to illustrate this to HUD and make our case stronger. We appreciate everyone's efforts and our work together.

Ms. Becker stated the next step is a Code Blue meeting. This information will be updated and will need to make sure it is blasted out all.

Adjournment –

Mr. Bashe thanked all for their hard work. Motion to adjourn the meeting. Meeting was adjourned at 11:58 a.m.