

**Morris County Continuum of Care Executive Committee Meeting
January 29, 2015
Meeting Notes**

Meeting began at 10:05 a.m.

Voting Members Present:

Jeffrey Bashe, HSAC; Joan Bruseo, MCOTA; Jennifer Carpinteri, MCDHS; Joseph Gallow, Market Street Mission; Jodi Miciak, United Way of Northern New Jersey; Patrice Picard, Cornerstone Family Programs; David G. Scott, Market Street Mission; Rebekka Zydel, Child & Family Resources, Inc.

Ex-Officio Members Present

Mike Armstrong, Community Hope; Betsey Hall, Homeless Solutions; Lou Schwarcz, Mental Health Association of Morris County.

Guests: Taiisa Kelly, Monarch Housing

Staff: Laurie Becker, Shelia Carter and Pat Mocarski, Morris County Human Services.

1. Welcome and Introductions

Rebekka Zydel, Chair opened the meeting with welcomes and introductions.

2. Approval of November 20, 2015 Minutes

One correction was made to the November 20 minutes. Mr. Bashe stated that on Page 1 where it says Housing Authority is should be changed to Housing Alliance. Motion was made by Patrice Picard and seconded by Jeff Bashe to approve the November 20, 2014 minutes with the noted corrections. There was one abstention and no opposition. Motion was carried.

3. Vote for 2015 Slate of Officers

Mr. Jeff Bashe nominated Ms. Rebekka Zydel as Chair and Ms. Jodi Miciak as Vice Chair. Mr. David Scott seconded the motion. All were in favor with no abstentions and no opposition. Motion was carried.

4. Revisiting By Laws

Ms. Zydel stated that the HUD Executive Committee has accomplished much in its first year but there is still much to be done. A first task is to review the By Laws for potential needed revisions.

There has been ongoing discussion about membership regarding whether or not there are enough voting members. However, too many members could result in a group that loses its focus. Another question posed was whether or not current members have enough knowledge of the county homeless system to make critical decisions about funding and advocacy activities. It was suggested that the

committee gather information on how other small local continuums are addressing these issues in consideration of HEARTH requirements.

Ms. Picard suggested members given any comments or suggestions on the bylaws and on the discussion today in an email to Ms. Zydel. Mr. Bashe would like suggestions to be shared with the group. Ms. Zydel agreed that any other comments or suggestions on the by laws or meeting today be sent to her electronically. She will consolidate and share the comments with all.

5. Updates:

Monitoring:

Ms. Zydel stated that creating this process and developing a tool took more work than originally expected. It appears that HUD is asking the local CoC's to conduct the audits of funded programs that they had previously done. The overarching question is what entity is responsible for conducting these monitorings, especially as there is little funding to support the work.

Mr. Bashe stated that some CoCs have full time staff to do their audits. Ms. Kelly stated that only large CoC's with much larger planning grants are likely to be in a position to have staff cover all required activities. This topic will be up for further discussion at the next meeting.

Mr. Schwarcz suggested that perhaps the HUD required monitorings be rolled in with the county monitorings. However, there were questions as to whether or not this was an appropriate role for the County as CoC funds do not pass through the County.

Ms. Picard suggested that the committee explore opportunities for grant funding to support staffing for a community agency to the CoC. Ms. Picard stated that perhaps there could be a grant for another agency to take over this administrative work. Ms. Zydel added that perhaps a consultant can be hired to do this work.

Committee members revisited the origins of the HUD CoC Executive Committee and the rationale for positioning it as a community initiative without official leadership from the County. Ms. Kelly advised that the decision to move in this direction was based on a HUD requirement to move away from County authority to community oversight. It was believed this was the best structure to strengthen the local CoC with the goal of pulling down optimal HUD funds.

All agreed that this initiative is challenging and work intensive, especially as a startup leadership group with limited staffing resources. A priority is to get the

HUD required operational groundwork done. When these tasks are completed, the committee will have more opportunity to focus on systems strategic planning.

Ms. Kelly reconfirmed that HUD sees this executive body as a decision making group. An area that needs more work is to clarify the role of the lead agency and lay groundwork to assure continuity of this function.

6. Local Selection Process

Ms. Zydel stated that a draft of this process was emailed out in advance and the committee was asked for any questions or comments. This was discussed at the last meeting and only three updates were made.

Ms. Zydel asked if the committee is ready to vote and approve the Local Selection Process. Mr. Bashe made a motion to accept and approve the Local Selection Process. Ms. Jodi Miciak seconded the motion. There was one abstention and no opposition. The motion was carried.

7. 2014 CoC application recommendation process:

Mr. Schwarcz expressed concern regarding the 2015 CoC application review process and specifically the HUD CoC Executive Committee's role in this process. He reported that both he and staff were surprised and disappointed in the outcome of the funding decision related to Department of Community Affairs (DCA) cut in vouchers that are subcontracted to MHAMC. Two points of concern: (1) the HUD Executive Committee's recommendation process did not include involvement of nonvoting members and (2) the lack of direct timely notification to the subcontractor (in this case DCA subcontracted to MHAMC) on the outcome of recommendations.

Ms. Zydel said there were several glitches in the DCA application process that need to be resolved before next year's process begins. She also advised that we need answers to the following:

- Is it our role to notify the applicant and subgrantee or is it the contracted agency's role?
- Can we hold the contracted agency responsible for notifying subcontractors within a set timeframe through the monitoring process?

Ms. Zydel will schedule a meeting with DCA to clarify all concerns and if possible advocate for more vouchers.

8. Monitoring & Updates

Ms. Zydel stated that in the interest of time discussion on the monitoring and updates will be postponed to the next meeting.

9. New Business

Ms. Kelly stated that the Morris County CoC awards were announced. All renewals were awarded as well as two new projects. Morris CoC did not win the bonus funding. The total award was level funding with a small COLA increase. The 2015 process is coming up soon.

Emergency Solutions Grant Funding Endorsement

Ms. Carter stated that funding recommendations are traditionally handled by the Human Services Advisory Council. Then the HSAC gives funding recommendations to the Community Development Revenue Sharing Group. After their review and approval the recommendations go to the Freeholders for final approval.

Ms. Becker stated that the difference between the ESG and CoC funding is that ESG funds are administered through the County Treasurer's Office while CoC funding goes directly from HUD to the provider. Given the fiduciary responsibility related to ESG and short timeframe for recommendations, Ms. Becker has advised that at least for this year ESG recommendations continue as usual. However, to ensure HUD CoC involvement, the CoC priorities summary will be used to make recommendation decisions.

2015 Meeting Schedule

There was some discussion over the meeting schedule and times. One member has a conflict. The group's decision was to keep meetings as currently scheduled on the fourth Thursday every other month (except for Nov. meeting moved due to holiday).

The meeting was adjourned at 11:45 a.m.

Next meeting, Thursday March 26, 10 a.m., MCDHS, Red room.