

# CONTINUUM OF CARE MEETING | JUNE 6, 2016

## MEETING MINUTES

11:00 A.M. – 1:00 P.M.

Krannert Room, CHIP, 1100 W. 42nd Street, Indianapolis, IN 46208

**IN ATTENDANCE:** Dawn Adams, Antonio Alexander, Brantley Alexander, Scott Armstrong, Danielle Barker, Rev. Brooks Barrick, Raymond Berry, Rebekah Bricker, William Bumphus, Michael Butler, Bruce Carter, Lori Casson, Delsie Cavanaugh, Trevor Ciboch, Jennifer Coffey, Amanda Cox, Frederick Crawford, Jamie Denny, Jennifer Dyer, Nathan Ferreira, Pam Fleck, Jennie Fults, Brianna Gates, Courtney Glover, Cindy Goedesky, David Greene Sr., Heather Hamm, Crystal Haslett, Don Hawkins, Kalisha Hayes, Lia Hicks, Emmy Hildebrand, Eric Howard, Sandy Jeffers, Traci Johnson, Mary Jones, Julia Kathary, Leslie Kelly, Chuck Kern, Pat Kleptz, Keshia Knight, Leon Longard, Tahirah McCall, Yanna McGraw, Daniel Melin, Michael Mooney, Amy Nelson, Catherine O'Connor, Brian Paul, Natalie Phillips, David Price, Cheryl Reed, Patrick Russ, Don Sawyer, Jessica Schwartz, Melissa Sighting, Susan Solomon, Nicole Spacey, Katie Sterling, Tyler Stumm, Kirk Taylor, Karin Thornburg, Phil Votaw, Jeri Warner, Teresa Wessel, Lena White, Eric Wilka, Ed Wilkes, Michelle Winfield, Bill Wischnowski, Alan Witchey, Chris Wynn, Bradley York

## I. WELCOME AND INTRODUCTIONS – MARY JONES – 11:08 A.M.

- A. Mary reminded everyone to sign in and if they had not previously done so, read and sign a [Continuum of Care Membership Statement](#) and give it to Michael Butler before leaving today. She also asked if on the way into the room everyone picked up the handout titled “Tier 2 Impact Discussion.”

## II. BLUEPRINT COUNCIL BUSINESS

### GENERAL UPDATES – MARY JONES

- A. Statement on HUD Tier 2 funding loss – Mary Jones discussed the handout that provided an overview of Tier 2 funding and the \$687,540 which Indianapolis lost as a result of not being awarded Tier 2. A copy of the handout is attached. If you have questions about Tier 2 speak with Courtney Purnell with the City or Alan Witchey or Michael Butler with CHIP.
- B. Technical assistance awarded by HUD – Indianapolis has been awarded 16 hours of TA by HUD. They just let us know that CSH will be the TA provider. At this time we have no other details on how it will go except that it will be by webinar and/or conference call. More details will be forthcoming as they are ironed out.
- C. Remind attendees to sign membership statements to have them on file.

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## **ELECTIONS WORKGROUP – JULIA KATHARY AND REV. ANTONIO ALEXANDER**

- A. Elections results announcement – Rev. Antonio Alexander and Julia Kathary presented on the work of the Election Ad Hoc committee which has been busy over the past several months to review the voided 2015 election and define a process to “redo” that election. It was voided because there were issues with it not following the charter. The work group has released a comprehensive statement about their findings which is posted to <http://indycoc.org/blueprint-council/elections/2015-election/>.
- B. The redo election has been held and the results are in. Rev Alexander thanked the election work group who was tasked with an arduous job.
  - 1. Results: Crystal Haslett-McKinney Vento Rep, Nicole Spacey-Health Care, Rev LuWanna Jennings Scott-Currently or Formerly Homeless, Kay Wiles-Direct Homeless Service Provider, Gabie Benson and Rev David Green-At-Large. Congratulations to all the new Blueprint Council members. There will be a new election in November 2016.
- C. Michael Mooney heard there would be a redo election, but he never received any additional information from the CoC. As Rev. Alexander and Julia Kathary explained it, this probably is an indication that he did not meet eligibility to vote. Alan will follow up with Zach on Mr. Mooney’s status for the redo election.
- D. Reminder: It is imperative that each person sign in when they attend a CoC meeting, sub-committee, work group, task force or other related meeting. Please sign in. Information about all the committees can be found on the CoC website.

## **CHARTER REVISION WORKGROUP – LESLIE KELLY**

- A. General update – Annually the Blueprint Council and the CoC is required to review our Charter. Our charter is a document required by HUD to demonstrate our policies as a formal continuum of care. Leslie Kelly presented on the work of the Charter Review committee and asked the committee members to stand. They are using the Interim Rule, input from interested people and the knowledge of the committee

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members to look at areas where the charter could be tightened up. Representatives from the Balance of State met with the committee to tell us how their charter is written, the Elections Workgroup gave them input. Some of the work is wordsmithing, other parts are getting significant re-writing. They will be deleting some specific language to allow more flexibility to work groups or task forces. To change the charter requires the Blueprint Council to recommend the changes to be approved by the full Continuum of Care. They are trying to be very careful and purposeful in making changes that will leave us with a meaningful charter. The process has been initially brainstorming what changes needed to be made, and the work has been quite tedious of going page by page looking at everything to recommend changes line for line, paragraph for paragraph.

- B. The current charter can be found at [indycoc.org](http://indycoc.org). All changes will be presented to the full CoC for approval at a future meeting.

## III. COMMITTEE REPORTS

- A. If you would like information about any of the committees look on the web site or contact Michael Butler or Zach Alexander at CHIP and they should be able to provide you the detailed information you seek.

### PLANNING & INVESTMENT COMMITTEE – MARY JONES

- A. Work plan updates – Each committee is developing an 18 month work plan to take us through the end of 2018 and Blueprint 2.0. They are overseeing the coordination of the work of all the committees and the activities they are engaged in to make sure everything is all tied together and not dangling out there alone.
- B. Blueprint Evaluation Document – The Blueprint Evaluation was complete. It was done to evaluate the document, Blueprint 2.0. We wanted to say where we are with this document that was developed in 2013. There were priorities shared there and it was sent out by email; you can also find it [here](#).

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- C. They are revising our funding sources document and plan to have it finalized/updated by the end of 2016 to make it more user friendly to those who are seeking the information therein contained.

## **PROGRAM APPLICATION & TECHNICAL ASSISTANCE COMMITTEE – KIRK TAYLOR**

- A. Reviewing the new ranking and scoring policies/tools – Members of the committee were asked to stand. The committee has been working a lot and meeting a lot. We also have a sub group of that committee that has been looking at the ranking and review process for the NOFA. Leslie Kelly, Jennifer Dyer, Kirk Taylor and Michael Butler serve on that work group.
  1. Ranking and Review process-the key points are that the NOFA will drop in June as announced by HUD in late May. This year's NOFA will look very much like last year's. It will be very competitive. It will have a Tier 1 and Tier 2 split. There will be an opportunity to have a grant for Coordinated Entry/Assessment but funding it must come from reallocation. There will be an opportunity for a permanent supportive housing bonus grant for about 15% of our ARD. Kirk reviewed scoring of our 2015 application which was 129 out of 203 points.
  2. Ranking & review goals: align with HUD, be objective, review other CoCs. Question: Last year we spent a lot of time figuring out how we reallocate funds, then were not allowed to. Will that be allowed this year? Answer: We're getting TA on how that is done and will be following HUD guidelines closely. There are 2 meetings scheduled. One for renewals and another for new projects. Please come to the meeting which is most applicable to you. Those meeting notices will go out this week. HUD has been very clear that we are sending a lot of money back annually and they have challenged us to remedy that. Q: Is there still time for a project to reallocate funding in the current contract year to avoid sending any back? A: That will be addressed at the June 20<sup>th</sup> meetings.

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3. Please look at your handout for ranking projects by project type (can be found [here](#)). This defines how projects will be ranked among others of.. the same type. Any questions please direct them to Kirk Taylor or any PATA member.
  4. The scoring tool handout is actually 2 documents. One for Permanent Housing, the other for Transitional Housing. We are working with Planning and Investment to devise a quarterly project monitoring process. All in all there are 10 categories upon which a project will be scored. We are trying to remain fluid on these categories and their weight. Q: Clarify for HMIS data quality/quantity, entry timing, exit timing, service points? How long does it take to get entrance assessment entered, exit is how long it takes you to enter an exit, services is whether or not you enter services. First time you see the scores, let's view that as an opportunity to correct things, not as punitive.
- B. Early NOFA drop date – NOFA is expected to drop in June this year. Last year it dropped in September. Historically we had had 60 days to complete and submit to HUD.
- C. Transitional housing applications – PATA has made the recommendation that we will not accept any new applications for Transitional Housing as it is not a priority for HUD.
1. Upcoming meetings: June 20<sup>th</sup> grantee meeting from 9 – 12 It will provide important fundamental information about operating your renewal project. June 20<sup>th</sup> 1 – 4 a meeting for new projects.
- D. 16 hours of TA available to our community to help us improve our performance.
- E. The City has hired a grant writer, Alicia Vaughn, to write our NOFA application this year as Courtney Purnell will be on maternity leave during the NOFA time. But the important thing to remember is that each member of the continuum is a subject matter expert who will be approached by Alicia Vaughn to provide the content for the NOFA.
- F. Indianapolis has only 1 transitional housing project that will be in our HUD application, Julian Center New Life Transitional housing program.

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## **COMMUNITY EDUCATION & PUBLIC POLICY COMMITTEE – MATT HOLLAND .....**

- A. General update – they're engaged in strategic planning, they will be looking at narrowing down our list. They will focus on what does the CoC need for communication and what can be advocated on for our homeless neighbors. They need another co-chair of this committee. Our big task is to establish SMART goals. They will meet next Monday, June 13 at 3:00, at HIP so come join them.

## **HOUSING & SUPPORT SERVICES COMMITTEE – HEATHER HAMM**

- A. The Housing Committee is on the ground level making sure people on the wait list are getting housed in the most appropriate place. The committee is made up of housing and service providers. We've had 93 total vacancies this year. So not a huge turnover - 6 families, 87 individuals added 135 new applications. We have 246 applications on the application list. Average time on waitlist is over 9 months. We have prioritized: Vulnerability, veterans, and youth. Separated into chronic and non-chronic depending on who is on the list. Every 5<sup>th</sup> application will be the oldest on the list regardless of the criteria. We have been looking at people who score very low on the VI score who could possibly be on the RRH program once we get those. We're looking at a tool that would help identify that for inclusion in the application process. We hope to have that included in the coordinated entry process.
- B. Take a moment of silence for a person who passed away on Friday.
- C. Clarification: the waitlist is for permanent supportive housing and does not include people who do not qualify for that type of housing.

## **IV. CONTINUUM OF CARE PRESENTATION – MARY JONES**

The continuum of care grant is something that is very specific. It is regulated by HUD, but HUD does not tell us how to implement it locally. That is what they look to the local communities to do and what is hoped of from each of you in the room. We are at this time offering the opportunity for you to learn more about how our CoC works, ask questions of the various committees and learn what they are doing.

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The work that we do in these committees, all filter up. The work is actually done on the committee level to try to get our community to be the best that it can be not only for the NOFA, but for those in this community that we work with and on behalf of.

We know that this issue cannot be resolved only with HUD CoC funding, but a combination of public and private dollars.

Breakout into committee groups. CoC members are encouraged to go around and talk with each committee to see if they may be a good fit to work on that committee

### **V. MEETING ADJOURNMENT 12:50 P.M.**