



INTERAGENCY COMMISSION ON HOMELESSNESS

CONTINUUM OF CARE OPERATIONS COMMITTEE

Meeting Summary Notes
Wednesday, October 28, 2015

Attendees	Agency	Attendees	Agency
Ball, Kim	DHHS/Special Needs Housing	McMillan, Linda	County Council Staff
Black, Sara	DHHS/Special Needs Housing	Schiller, Jennifer	Montgomery County Coalition for the Homeless
Blasco, Anna	National Alliance to End Homelessness	Sinclair-Smith, Susie	Montgomery County Coalition for the Homeless
Fox-Morrill, Priscilla	Interfaith Works	Soni, Nili	DHHS/Special Needs Housing
Frazier-Bey, Jimmy	City of Gaithersburg	Swartz, Kristy	People Encouraging People Outreach
Fuje, Ferework	Catholic Charities	T. Sanders	Long Winding Road Programs, Inc
Kirk, Susan	Bethesda Cares	Todd, Chapman	Zero: 2016-MC Coalition for the Homeless
Knott, Lauren	Technical Assistance Collaborative	Wellington, Janice	NCCF
Matthews, Stacey	DHHS/Special Needs Housing		

INTRODUCTIONS

Priscilla Fox-Morrill convened the meeting with introductions.

A new person attended, Sanders T, who has a non-profit named Long Winding Road Programs, Inc. and shared that she is formerly homeless.

Approval of the September 30 Minutes

Kristin Swartz moved that the minutes to be approved, Anna Blasco seconded the motion and the committee voted unanimously to accept the minutes into record as written.

TAC Gap Analysis

- Lauren Knott of TAC presented the charts which demonstrated the housing stock and usage data set to be considered in the crisis intervention section of the Analysis. The data was derived from Point In Time (PIT) and Housing Inventory Count (HIC) documents provided to TAC by the CoC.
- Sara Black explained that the data included in the chart is reflective of the system at its peak usage during the month of January. She further explained that the numbers represented in the HIC data are indicative of the number of AVAILABLE beds/units and that the numbers represented in the PIT data are indicative of the USAGE on that night in January.
- There was a discussion about the accuracy of the numbers, the content of the chart and the purpose of the analysis
 - o The group requested that the overflow beds, not included on the chart in the HIC data but included in the PIT data, be added in to properly reflect the availability of resources at the time of the PIT and because these numbers are used to calculate the need/availability numbers in chart 2
 - o The group requested that the Safe Haven (SH) beds, in which Clients retain their homeless and chronic status, be included to reflect the need/availability of resources
 - o Questions were raised about the purpose of the tool and some background was given

The tool, which does not have a name at this time, is a method of housing stock analysis developed by Matt White of ABT Associates who is guiding the TAC group through using it. The intent is to examine the homeless response inventory available within the CoC as compared to the needs of the population. It examines critical interventions such as Emergency Shelter (ES), Transitional Housing (TH) and SH inventory as well as permanent solutions such as Permanent Housing, Permanent Supportive Housing and Rapid Re-housing inventory. It does not include an analysis of the support and service needs of the population such as employment counseling and affordable housing search and stock. The intent is to help the CoC determine the right size of system to be able to appropriately respond to the needs of the Clients.

- o The group requested that the “Street Population” be renamed to Unsheltered, to match the language used in all of the CoC and HUD documentation.
- o Kim Ball pointed out that the family data was not accurate as it was reflecting the number of households as “Total Persons in Families” therefore reflecting a falsely low number.
- Lauren agreed to take the feedback and run another draft of the numbers which Kim Ball and Nili Soni would review.

- There was a brief discussion of Table 2 of the critical intervention stock, however, as the numbers on Table 1 were not accurate and totally inclusive, it was tabled until the charts are updated.
 - o The group requested that any equations being used be reflected in the chart. For example the “Estimate of # units used by long-term homeless households” is a multiple of the number of chronically homeless persons identified in that category.
 - o The numbers will be adjusted by TAC, Kim Ball and Nili Soni based on HIC and PIT data from the full form.

NoFA Update

- Sara Black reported that the team is working through the Collaborative Application, previously known as Exhibit 1 and would need input/feedback at some point
- Anna Blasco asked if there were any voluntary reallocations. Sara Black reported that the date for voluntary reallocation had passed and no projects had opted to do so.
- Sara Black will update/engage the CoC throughout the process.
- The NoFA will be completed early to ensure we get the 3 points associated with early submission and so that it was out of the way by Homeless Resource Day.

Follow-Up on Written Standards

Lauren Knott from TAC presented a draft document entitled *Understanding the Process of Screening and Making Referrals Based on the Montgomery County Continuum of Care Written Standards* to be shared with Case Managers and clients to explain the housing assessment and referral process. It include questions that the clients might ask and answers as well as several bullet points that would prompt discussion with the workers. The document included individual sheets for each homeless resolution including Permanent Supportive Housing, Transitional Housing and Rapid Re-Housing.

- o In the draft document, there was a question for the CoC about what information, if any about the process would be included. It was determined that there needed to be a brief explanation of the overarching process in the document for the Clients and another more detailed document about the entire process for the workers. The latter document would be developed by TAC with the Housing Prioritization committee and would be summarized for this document.
- o There was a recommendation to have a sheet for those who rank in the range to resolve their own homelessness.
- o The language of several parts was fine tuned to recommendations were made to clarify the permanent housing option as being rare and having a long wait by adding the percentage of people who get this housing.

- Ms. Sanders noted, as someone who has experienced homelessness that having as much information regarding the options and the reality of availability early on was important in ensuring that the client was able to create an exit plan.
- There was a discussion of the Transitional Housing sheet.
 - The first bullet should be changed to “...work toward stable housing” rather than “permanent housing” as this is a buzz word that indicates to clients that the housing would come from the continuum and have financial supports.
 - The second bullet should be broken out into two bullets; one about leasing and another about case management and supportive services
 - The last bullet would be edited to explain that while the Client would still be evaluated for all housing types while in transitional, the CoC would provide TAC some draft language for this.
- TAC will take the feedback and language provided by the CoC and present the document again at a later date.
- The HPC would present the documentation of the HPC process for workers at a later date.

Update on HMIS Release

- HMIS Lead Agency presented the updated Client Authorization Form for FY 2016 which included language about having client data stored in the database as attachments of electronic copies as well as updates to the Provider/Project list.
- The group requested that the possible documents be listed out with a line to initial the specific document to provide authorization for it to be included.
- The group indicated that the release would be updated if new documents were authorized and needed a location for when the document was approved.
- Notes were given regarding the projects and agencies to be included/updated.
- Stacey Matthews will expedite the changes as the new release is needed as soon as possible. Kim Ball and Nili Soni will review and email to the CoC for discussion/approval. The final draft will be presented at the next meeting.

Update on Homeless Resource Day

- There are 323 volunteers signed up and there is still time to volunteer.
- Priscilla noted that there is always a need for volunteers who speak languages other than English and encouraged providers with such staff to have them volunteer.

Other Business

Montgomery County has been invited to apply for a Healthcare and Housing (H2) Systems Integration Initiative program technical assistance which supports communities undertaking the system change to leverage Affordable Care Act (ACA) resources to pay for services traditionally

paid for by programs and the CoC. This would free up resources to be used for housing and other supportive services while ensuring maximum access to healthcare services. Sara Black noted that this would have to be supported by the CoC body and would be contingent on other factors like the fact that MD is an expansion state and this would impact the process. Several providers and DHHS will attend a meeting with the State where they will gain more information about how the process could work and the likelihood of Montgomery County CoC participation.

- The group expressed overwhelming interest and support for pursuing the TA.
- Anna Blasco noted that she worked with Richmond VA who received the TA and felt it was extremely impactful.
- Jen Schiller noted that MCCH would be especially interested as their Freddy Mac resources that fulfil this need are depleted annually.
- Sara Black will be in communication with the group about the results of the meeting and next steps.
- <https://www.hudexchange.info/programs/aca/h2/>

The Homestretch Documentary Viewing Event benefiting Bethesda Cares, Interfaith Works and the Montgomery County Coalition for the Homeless and being used to raise awareness about homelessness in Montgomery County MD among the community and potential stakeholders will take place on Wednesday, November 18th at the American Film Institute's Silver Theater. A minimum \$20 donation is asked. The director of the movie will be on hand to as there will be a discussion around awareness of the experience of homelessness and the work being done to end it in Montgomery County.

- Tickets are available at <https://homestretchevent.eventbrite.com>

Zero 2016 Update – Chapman Todd and Nili Soni shared the following;

- Number housed so far this month – 11
- Number currently on the list still to be housed – 16 (12 individuals, 4 families)
- Number housed so far this year – 37
- Number housed by MCCH Operation Homing Program for PSH – 4
- Number housed by Bethesda Cares Veteran Rapid Re housing Program- 4

Next Meeting

The next meeting was scheduled for Wednesday, November 18th, however this has been changed to Monday, November 30th at Rockville Memorial Library, Office of Human Rights, 3rd Floor, Room 331, 21 Maryland Ave, Rockville, MD 20850