

## **Oakland County Taskforce on Homelessness and Affordable Housing**

Bi-monthly General Membership Meeting; Tuesday, September 11, 2012 1:30 pm – 3:30 pm

Meeting Minutes - Respectfully submitted by Daniel Kelly (via Michaele Bradford)

Attendance: Debra Hendren (CHN), Chaka McDonald (JVS), Jenny Poma (SOS), Elizabeth Kelly (HOPE), Alex Plum (Baldwin Center), Michaele Bradford (SOS), Ernestine McRae (HAVEN), Gloria Lutey (OCHD), Amy Conniff (HRCC ESG-CHN), Katie Morgan (TTI), Roz Kenroy (OCCMHA), Janice Skinner (MORC), Roslyn Johnson (CNS), Tiffany Griffin (MDCH-SOAR), Liz Lucas (OLHSA), Marylynn Hewitt (CHN), Jill Shoemaker (CHN), Kirsten Elliott (CHN), Marc Craig (CHN), Kathleen Royal (Morgan & McClarty), Eric Zucker (SOS), Charles Lang (SOS), Beverly Mostowy (OLHSA), Juanita Harper (CHN), Julie Drew (HOPE), Laclinda Duncan (HOPE), Ecole Brooks (OSAS), Phyllis Kinnaird (HOPE), Katrin Michael (Iraqi American Center), Kelly Bidelman (LAD), Sarah Sporny (CG), Jim Perlaki (Common Ground), Sara Orris (Oakland Schools)

### **Introductions**

Kirsten Elliott called the meeting to order at 1:30 pm. Those present gave introductions.

Kirsten asked if there were any additions to the agenda. Oakland County Health Department collaborative meeting update added to Committee and Workgroup Reports; SOAR update added to Agency Announcements; and Homeless Preference Voucher (HPV) added to Old Business.

Kirsten sought approval for July 2012 Meeting Minutes. Motion opened by Roz Kenroy and seconded by Jim Perlaki. Motion carried, July 2012 Meeting Minutes approved.

### **Announcements**

A SOAR training will be held October 10-11, 2012 in Lansing. The SOAR Coordinator position at MDCH has not been filled yet, but they are going ahead with the training.

Hope Warming Center will be open November 1, 2012 to April 30, 2013.

Community Housing Network is holding their annual Raise the Roof fundraiser October 11, 2012 at the Royal Park Hotel in Rochester.

Common Ground is holding their annual Birmingham Street Art Fair September 22-23, 2012 on Old Woodward in downtown Birmingham.

Legal Aid and Defender's next Small Claims Workshop is Tuesday, September 18, 2012 at the Sterling Heights Public Library, registration at 5:30 pm, workshop begins at 6 pm. The next Legal Aid Outreach event will be November 13, 2012 from 1 pm to 3 pm at the Oakland County Law Library.

AIDS Walk Detroit takes place Sunday, September 16, 2012 at the Royal Oak Farmers Market.

Baldwin Center is out of funding until October 1, 2012. Jason Morgan has moved on and Alex Plum is now Associate Director at the Baldwin Center. Baldwin's Community Affairs position is currently open, but applications were due on Monday, September 10, 2012.

There will be a job fair at the Oakland Community College campus in Royal Oak on September 19, 2012 from 11 am to 2 pm.

The annual Michigan Summit on Ending Homelessness is September 26-27, 2012 at Treetops Resort in Gaylord. There will be regional workgroup meetings held on September 25, 2012 at the Summit, as well.

### **Presentations**

Charles Lang, an intern at SOS and Masters of Public Administration student at Oakland University, presented report on qualitative study done while at SOS.

A question was asked regarding gender of study participants, but all personal information of participants was kept confidential and therefore could not be released.

### **Committee and Workgroup Reports**

#### **Executive Committee and Capacity Building Workgroup**

Marc Craig gave update. The Executive and Capacity Building groups have been meeting together since the membership voted to change the name of the Taskforce and proceed with incorporation. They are continuing to meet with the Corporation for Supportive Housing (CSH), which is providing technical assistance and support. There was a brief interruption in contact with CSH when the Alliance's CSH liaison, Beverly Ebersold, moved on to the United States Interagency Council on Homelessness (USICH), but the Alliance has resumed contact with their new CSH liaison, Megan Takashima. Articles and bylaws for the new entity have been drafted and are almost ready to be filed. A business plan for the new entity is also being drafted. Legal assistance in filing 501(c)3 status documents will be provided by Michigan Community Resources. The purpose of incorporation is to strengthen the Continuum of Care, and will focus on measuring performance outcomes for HUD. The Alliance hopes to be less funding-driven and more collaborative. Articles should be filed within the next few weeks.

#### **Financial Report**

No update.

#### **Data Collection/HMIS/Project Monitoring**

Jill Shoemaker stated that the Annual Report is ready to go, and is just undergoing final review. Looking

at the report, there is a slight decrease in numbers from 2010 to 2011 because HPRP funds are exhausted. Jill is looking at benchmarks for outcomes data in ESG. New end users have also been added to HMIS. In preparation for the AHAR due October 1, 2012, Jill has been doing system maintenance of provider pages, making sure HUD's technical standards are being met. With the release of new homeless definitions, there will be new data technical standards in ServicePoint. Jill is also working on creating a data warehouse to be able to answer requests for specific data. Kirsten also mentioned that all of the data collected during the Oakland County Point In Time Street Count, taking place this year January 23, 2012, is entered into HMIS. Elizabeth Ireland of CHN is chairing the Street Count Committee.

### Region 8 Report

The last Region 8 meeting was held the first week of September 2012, at CHN. Region 8 would like to encourage everyone's attendance at the Homeless Summit in Gaylord, September 26-27, 2012. There are also many events and activities happening in Region 8, which is Oakland, Macomb, Wayne and Monroe counties, plus the City of Detroit, during this year's Homeless Awareness Week, November 10-16, 2012. Eric from the Michigan Coalition Against Homelessness spoke about the National Alliance to End Homelessness's Conference in July, relaying that the Conference's Capitol Hill Day was a highlight because it made workers in the field of homelessness issues realize how few of their legislators even knew that homelessness was an issue in their districts. The Conference encourages all Alliance members to provide your legislators with information on homelessness in your area. CQI monitoring outcomes were also discussed at the Region 8 meeting, as well as funding and capacity at the state level and HUD-level. Two RFPs for veterans services with transitional housing went out recently, one in Oakland county and one in Macomb county. No one in Macomb county bid on the funding because the RFP was written using a communal living model. Questions were raised as to whether scattered site models were an option. Macomb's RFP deadline has passed, but Oakland county's is still open; Deb Hendren will send out the email with the link included, again. Transitional housing is believed to be limited to 24 months. This NOFA ties into the USICH's 5-year plan to end homelessness, targeting four populations: chronically homeless, families, veterans and youth. Any agencies are urged to apply, as use of funds demonstrates need and service within the community. Agencies do not need to be members of the Alliance to apply for the funding, but are encouraged to join and collaborate with the Alliance, in serving the community. Paulette Smith has been promoted to a position in Lansing and is no longer the MSHDA Region 8 representative; Michelle Edwards is the new Region 8 representative.. The next Region 8 meeting will be November 1, 2012 in Detroit.

### Community Resource Day

Katie Morgan stated that Community Resource Day will be Wednesday, November 14, 9 am – 3 pm at Trinity Missionary Baptist Church in Pontiac. Right now there are not many agencies registered to participate, so please complete the Agency Registration and fax to Jamie Christofel at CHN. All agencies are asked to distribute the flyer in office waiting rooms, lobbies, and on bulletin boards. All registered agencies are asked to stay for the duration of the event, ending at 3 pm. Juanita Harper has been in contact with local public officials to ask for their attendance and to raise awareness of the event. The next Community Resource Day meeting will be at SOS on Wednesday, September 12, 2012 at 2 pm.

### HARA Single Point of Entry

Amy Conniff of CHN spoke, saying that ESG can provide housing case management and what little of ESG remain. Eligible households must be at 30% of the area median income. Please refer housing crisis calls to CHN's Housing Resource Center to be screened for eligibility. As Amy is also Chair of the Landlord Breakfast Committee, she reminded everyone that the Landlord Breakfast will be taking place on Friday, October 26, 2012, 8:30 am – 11:30 am.

### Public Awareness and Advocacy Committee

Alex Plum is no longer on the Public Awareness and Advocacy Committee, but spoke saying that the Committee had not met recently.

### Oakland County Health Department Collaborative Meeting

This meeting was held for directors and representatives of shelters and clinics to discuss barriers faced by homeless individuals in accessing health care, as well as barriers faced by clinics in providing care. The meeting aims to work on solutions to these barriers, as well as the lack of awareness of other resources on the part of agencies. A possible solution is to create a web portal, or page, to access the various resources in the Oakland County community. Out of the meeting a taskforce for discharge planning was created, as well as a housing taskforce which will be integrated into the Alliance. OCHD will take the lead, with Jim Perlaki facilitating. Deb Hendren asked if SOAR attended the meeting, stating that it might be beneficial to have them involved at the beginning of the discharge process when individuals are still hospitalized, to begin enrollment and payment of bills as soon as possible. Deb will look into this. The next meeting will be Wednesday, November 7, 2012 at 9 am.

### Old Business

#### Homeless Preference Voucher

Deb Hendren gave update. The Homeless Preference Voucher criteria is for literally homeless only. As long as someone is literally homeless at the time of their initial application, they will be eligible regardless of living situation when their name is called for a voucher. CHN has been designated the lead agency to place people on the waiting list for Oakland County, while MSHDA and the Housing Agents pull names. There are currently 117 applications on file, and CHN currently goes out to various sites like CNS, SOS, Baldwin Center and HAVEN to work with clients who have transportation issues. CHN has been asking for 3 contacts on the application to ensure applicant is contacted when name is called. Those currently in Permanent Supportive housing cannot reapply. Housing Agents meeting with applicants are able to debrief with client at CHN. If any agency would like CHN to come out to speak to clients and help them apply for the HPV, contact Deb Hendren.

#### Landlord Breakfast

Update given under HARA Single Point of Entry.

#### Street Count

Update given under HMIS Data Collection report.

#### **New Business**

##### Continuum of Care Process

Registration is open in Esnap and needs to be completed by the end of September. The 2013 NOFA will be out soon, along with scoring criteria for renewals. There has been discussion with HAND and others to review projects and possible funding for bonus projects. If you are not on the listserv, and would like to remain in the loop on the Continuum of Care process, contact Deb Hendren. The grantees procedure will be different this year because of the grant consolidation into one application. The application itself will be changing also, because of new regulations. Kirsten needs APR information from all grantees with individual grants and grants that have not been consolidated yet. The Alliance is leading Exhibit 1 and MSHDA has increased the CoC's funding.

##### MSHDA Emergency Shelter Grant

See attachment. Jim Perlaki spoke, saying Lighthouse is the fiduciary for Exhibit 2, MSHDA ESG application, due Monday, September 17, 2012. Exhibit 1 MSHDA ESG application due October 15, 2012. Exhibit 1 contains the same information for the HUD ESG. Eligible match funds for Exhibit 2 include in-kind, cash, federal, local or state funding, though funds cannot be simultaneously reciprocated as match funds. Anybody that touches the population served as described in Exhibit 2 needs to provide quarterly documentation. HAVEN was brought back into MSHDA ESG Allocation Plan. A question was asked as to why OLHSA is included in the Allocation Plan. Answer was because OLHSA provides Case Management services, much like Lighthouse does through PATH. Motion to approve 2012/13 Oakland County MSHDA ESG Allocation Plan opened by Roz Johnson, seconded by Kelly Bidelman. Motion carried. All agencies receiving allocations abstained.

##### Annual Meeting Award Nominations

The Annual Meeting will take place in November and nominations are being accepted for outstanding service within the Continuum of Care. Nominees can be volunteers, case managers, administrative staff, and do not need to be members of the Alliance. Please get all of your nominations in to Kathy Williams.

Next quarterly meeting is Tuesday, November 13, 2012, 1:30 pm – 3:30 pm, Oakland Schools Summit Campus.

Meeting adjourned at 3:10 pm.