

The Chautauqua County Homeless Coalition



Promoting a uniform response to the needs of the homeless in our community

Meeting Minutes

March 16, 2017 – Called to order 10:00 a.m.

In Attendance:

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| Shannon Higbee – Housing Options Made Easy | Jon Schmitz – Society of St. Vincent De Paul |
| Michelle Shoemaker – DHHS | Lori Del Nero – COI |
| Bill Vogt – COI | Wilberto Moran – LawNY |
| Joshua Tomaszewski – SSA | Michelle Merritt – Office of Mental Hygiene |
| Jeff Hollern – City of Jamestown | Robin Rafan - DHHS |
| Jon Anderson - DHHS | |

1. Welcome & Introduction:

Bill Vogt facilitated today's meeting. Attendees introduced themselves.

2. Review of Minutes:

Minutes from the January 5, 2017 meeting were reviewed by all attendees. There were no changes or additions. A motion to approve the minutes was made by Shannon Higbee and was seconded by Jon Anderson. All in attendance voted in favor of approval.

3. Membership Update :

| Current Signed Membership Agreement | |
|---|---|
| American Red Cross | Housing Options Made Easy |
| Chautauqua Opportunities, Inc. | Legal Assistance of Western New York |
| CHRIC | SNAP! Cattaraugus Community Action, Inc. |
| Chautauqua-Cattaraugus Library System | Southern Tier Environments for Living, Inc. |
| Chautauqua County Department of Health & Human Services | St. Susan Center |
| Chautauqua County Youth Bureau | The Resource Center |
| City of Jamestown Department of Development | The Salvation Army |
| CODE | Veterans Administration |
| Community Helping Hands | Willow Mission – First UMC Dunkirk |
| Dunkirk Housing Authority | YWCA of Jamestown |
| Erie 2-Chautauqua Cattaraugus BOCES | |

4. HMIS Data:

- a) Data & Statistic Review: HMIS data from 10/1/16 through 2/28/17 was presented for review. An update of the ongoing HMIS Data Monitoring Plan showed data quality at 99%.
- b) HMIS Participating Agency Data Review: HMIS Data Completeness Report Cards were reviewed for each participating agency: COI, Housing Options Made Easy, Southern Tier Environments for Living and YWCA of Jamestown.

5. Coordinated/Centralized Assessment:

Shannon reported that she has been working with HAWNY and Cattaraugus County on their Coordinated Assessment and is available to assist on our Sub-Committee.

6. Other Business:

- a) 2017 PIT (Point-in-Time) and HIC (Housing Inventory Count): Results of this year's PIT and HIC were distributed and reviewed. The PIT was held on January 26th from 4-8 am. Bill thanked Gina Ward for coordinating the count and all of the volunteers who participated.
- b) 10 Year Plan to End Homelessness: Timeline items for 2017 were reviewed.
 - i. Identify transitional housing for up to 30 days for inmates re-entering the community – COI is working with the Sheriff's office to possibly obtain Department of Justice funding.
 - ii. Identify three additional employers willing to hire inmates re-entering the community – Michelle Merritt attended today's meeting on behalf of the Department of Mental Hygiene and stated that the biggest barrier for those coming out of prison is housing. With little or no support, transportation or a stable address, it is often difficult for these individuals to obtain employment. Shannon suggested looking into "transformation beds" through the Office of Mental Health, which are high-end Medicaid user beds with one of the regulations being for people coming out of jail. Wilberto also noted that LawNY has an attorney on staff that can assist those with criminal backgrounds with employment searches.
- c) Sage HMIS Repository for APR Submission: This change in reporting system for Annual Performance Reports will affect Housing Options Made Easy, STEL and COI. There is a webinar later today to provide an overview of the new system.

7. Adjourn:

There being no further business, a motion to adjourn was made by Jeff Hollern and was seconded by Shannon Higbee. All in attendance voted in favor of adjourning. The meeting was adjourned at 11:20 am.

The date of the next meeting is May 25, 2017.