

The Chautauqua County Homeless Coalition



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

Meeting Minutes

March 29, 2018 – Called to order at 10:04 a.m.

In Attendance:

Josiah Lamp – COI	Gina Ward – STEL
Josh Miller – COI	Kaeli Baxter – Housing Options Made Easy
Calvin Milliner – UCAN City Mission	Cody Marsh – COI
Jeff Hollern – City of Jamestown	Nicole Gustafson – Southern Independent Living Center
Michelle Shoemaker – DHHS	Diana Butcher – Salvation Army/Anew Center
Lori Del Nero – COI	Amanda Straight – COI
Russell Stewart - VA	Justin Axelson – Red Cross

1. Welcome & Introduction

Josiah Lamp facilitated today's meeting. Attendees at both locations introduced themselves.

2. Review of Minutes

Minutes from the January 18, 2018 meeting were reviewed by all attendees. There were no changes or additions. A motion to approve was made by Gina Ward. The motion was seconded by Josh Miller. There was no opposition and the minutes were approved.

3. Membership

Current Signed Membership Agreements	
American Red Cross	Chautauqua-Cattaraugus Library System
Chautauqua County DHHS	Chautauqua County Youth Bureau
Chautauqua Opportunities, Inc.	City of Jamestown Department of Development
CODE	Community Helping Hands
Dunkirk Housing Authority	Erie 2-Chautauqua Cattaraugus BOCES
Housing Options Made Easy	Southern Tier Environments for Living, Inc.
YWCA of Jamestown	UCAN City Mission

- Outstanding Renewals
 - NYS DOCCS
 - Salvation Army
 - Veterans Administration
 - St. Susan Center

4. HMIS Data

- a. Data & Statistic Review: HMIS data from 10/1/17 through 2/28/18 was presented for review. An update of the ongoing HMIS Data Monitoring Plan showed data quality at 98%. Data timeliness continues to be an issue that we are working on to improve.
- b. HMIS Participating Agency Data Review: HMIS data scores for each participating agency: COI, DHHS, Housing Options Made Easy, Southern Tier Environments for Living, UCAN, and YWCA of Jamestown. As of 2/28/17 all agencies are in compliance.

5. Coordinated Entry

- a. Report from Sub-Committee
 - i. Implementation of our Coordinated Entry system began on 1/23/18, with the use of the VI-SPDAT assessment tool. The sub-committee met via phone yesterday to review the process. As of yesterday, six VI-SPDAT assessments and referrals had

been made. We continue to work on minor glitches in the system in regards to visibility, contact information, and establishing eligibility through SPMI (mental health documentation). The sub-committee will continue to work on these issues and will report back to the Coalition with progress.

6. Other Business

- a. Code Blue Update: It was decided that once a year this will be added as an agenda item to review and update the list of warming centers as necessary. This item will be added again in the fall of 2018.
- b. PIT Count – 1/25/18
Unsheltered Count – Gina Ward reported that there were 3 individuals identified during this year’s PIT count.
Sheltered Count – Lori Del Nero reported that there were 26 individuals in emergency shelter and 73 individuals in transitional housing during this year’s PIT count.
- c. North County Shelter/Affordable Housing
The first workgroup meeting was held 3/20/18. COI is pursuing shelter options in the North County, and is looking into location and funding options. The workgroup will continue to report progress back to the Coalition.
- d. Voting for 2018 Homeless Coalition officers for a one year term:
 - o Gina Ward made a motion to appoint Josiah Lamp/COI as Chairperson; Amanda Straight seconded the motion.
 - o Josiah Lamp made a motion to appoint Gina Ward/STEL as Vice Chairperson; Josh Miller seconded the motion.
 - o Josiah Lamp made a motion to appoint Shannon Higbee/Housing Options Made Easy as Treasurer; Gina Ward seconded the motion.
 - o Josiah Lamp made a motion to appoint Lori Del Nero/COI as Secretary; Gina Ward seconded the motion.There was no opposition and the motions carried.
- e. Jail Re-Entry Task Force: Josiah Lamp reported that the task force has been re-started. There was a meeting held yesterday to discuss re-entry needs in the community. Between 25-30% of those re-entering have unstable housing at exit.
- f. UCAN Update: Calvin Milliner reported that the shelter has been operating at capacity and tries to accommodate as many as possible. He thanked Jamestown High School Battle of the Classes for recently raising over \$12,000 for UCAN. The shelter is funded by donations only, and gifts/donations are always needed. They are also looking into longer term/transitional housing options on their third floor. Jim Quattrone is running for Sheriff with his last day at UCAN expected to be April 30th. Scott Linden is the new Executive Director.
- g. Gina Ward added that if there are other topics/issues from other agencies that would be beneficial to add to the Homeless Coalition agenda, please feel free to let us know.

7. Adjourn

There being no further business, a motion was made to adjourn by Josiah Lamp. The motion was seconded by Russell Stewart. The meeting was adjourned at 10:39 a.m.

The next Homeless Coalition meeting is May 24, 2018