

# The Chautauqua County Homeless Coalition



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

## **Meeting Minutes**

**May 24, 2018 – Called to order at 10:00 a.m.**

### **In Attendance:**

Josiah Lamp – COI	Gina Ward – STEL
Shannon Higbee – Housing Options Made Easy	Rebekah Bongiorno – Evergreen Health
Josh Miller – COI	M. Talbett – Evergreen Health
Diane Salvo - COI	Jon Anderson – CC DHHS
Hannah Yoder – COI	Lori Del Nero – COI
Calvin Milliner – UCAN City Mission	Nicole Gustafson – Southern Independent Living Center
Jeff Rotunda - UCAN	Michelle Shoemaker – DHHS
Jeff Hollern – City of Jamestown	Wilberto Moran - LawNY
Jacqueline Chiarot Phelps – YWCA of Jamestown	Scott Edwards - STEL

### **1. Welcome & Introduction**

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

### **2. Review of Minutes**

Minutes from the March 29, 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 Shannon Higbee. There was no opposition and the minutes were approved.

### **3. Membership**

<b>Current Signed Membership Agreements</b>	
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 4/30/18 was presented for review. An update of the ongoing HMIS Data Monitoring Plan showed data quality at 99%. Data timeliness has improved slightly, but we will continue to work on improving.
- 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 4/30/18 all agencies are in compliance.
- c. HMIS – Open/Closed System Discussion: Information was presented for discussion outlining the benefits of an open HMIS system vs. the current closed system. There is also an option of a “hybrid” system with some information being shared and some not being shared.

Discussion by attendees indicated an open system would allow for better coordination of services. It was agreed that we move forward towards an open system. A draft policy and release of information/consent form will be presented at our next meeting.

## **5. Coordinated Entry**

- a. Report from Sub-Committee
  - i. The Coordinated Entry system is still a work in progress, with a few issues that need to be addressed. Biggest issues are referrals being sent without mental health diagnosis, therefore not eligible for permanent supportive housing, and not having sufficient contact information to follow up with the clients. Once Coordinated Entry for permanent supportive housing (high priority clients) is working properly, the plan is to add rapid re-housing referrals (moderate priority clients).

## **6. Other Business**

- a. North County Shelter/Affordable Housing Group: COI had submitted a letter of interest on a building as a possible site for a shelter in the north county, but the offer was not accepted. Still looking for possible sites.
- b. Jail Re-Entry Task Force: There is no update available at this time.
- c. CoC Competition/Application: We received a debriefing of our last rating and ranking. Our overall score was 97.75 out of 200. We are struggling to reach the maximum points on the application, with the most significant points loss in the ranking and review process and performance standards. A ranking committee will need to be formed earlier this year (possibly June or July). Three volunteer agencies are needed (other than the funded agencies – COI, STEL and Housing Options Made Easy). DHHS and UCAN volunteered to participate. There is one volunteer spot still needed. Please contact Josiah Lamp if you are willing to participate on this year's committee. The following performance standards will be reviewed on an ongoing basis at the bi-monthly coalition meetings, with the focus being on strategies to decrease:
  - i. Number of homeless persons
  - ii. Number of first time homeless
  - iii. Length of participation
- d. Gina Ward announced that STEL is pursuing a 24 bed building for diversion with a focus on mental health and substance abuse.
- e. Jeff Rotunda is the new director at UCAN. Scott Linden is the Interim Director. The Mission has been meeting with larger missions in Buffalo with experience in transitional housing for the incarcerated population and is looking to expand into a transitional housing model.
- f. Rebekah Bongiorno from Evergreen attended her first Homeless Coalition meeting today and is excited about working with the coalition.
- g. Wilberto Moran from LawNY announced that they are now taking immigration cases.
- h. Josiah Lamp reported that COI has hired Hannah Yoder for the newly created position of Homeless Outreach Specialist. If anyone knows of homeless individuals on the street, they can call Hannah at 716-661-9430. COI is also working to develop a new housing choice voucher program to work with the non-elderly disabled who are homeless.
- i. Josiah has also spoken with Dunkirk Housing Authority and they report that homelessness and domestic violence are a preference on their waitlist. The waitlist for 2+ bedrooms is also less of a wait than for single.
- j. Jon Anderson of CC DHHS reported that OTDA will be requiring a homeless outreach plan. No additional details are available at this time
- k. Jacqueline Chiarot Phelps of YWCA announced that they are working on housing initiative funds with support from STEL and Community Helping Hands.

## **7. Adjourn**

There being no further business, a motion was made to adjourn by Gina Ward. The motion was seconded by Shannon Higbee. The meeting was adjourned at 11:15 a.m.

*The next Homeless Coalition meeting is July 19, 2018*