

## **DURHAM HOMELESS SERVICES ADVISORY COMMITTEE**

**Wednesday, August 24, 2016**

**3:00 p.m.**

**Durham County Human Services Building  
414 E. Main Street – 2<sup>nd</sup> Floor Conference Room**

The Durham Homeless Services Advisory Committee (HSAC) met on the above date and time.

**Committee Members Present:** Chair Mayme Webb-Bledsoe, Secretary Fred Stoppelkamp, Lindsey Jordan Arledge, VA Medical Center, Linzie Atkins, Veterans Services Office, Director Michael Becketts, Durham County Social Services (proxy for Commissioner Michael Page), City Manager Tom Bonfield, Assistant County Manager Drew Cummings, Captain Stan Harris, Durham County Sheriff's Department, Interim Director Calleen Herbert, Department of Academic Community Services Learning Program at North Carolina Central University, Dr. Warren Herndon, Angela Holmes, Jennifer Jones, Adult Employment Program Coordinator, Office of Economic and Workforce Development, Pam Karriker, Christian Assembly, Emanuel Kearney, Charita McCollers, MSW, Lincoln Community Health Center, Melody Marshall, Durham Public Schools Homeless Liaison, Vega Swepson, Durham Technical Community College, Tony Tosh, Active Construction Company and Reverend Chris Tuttle, Westminster Presbyterian Church.

**Excused Committee Members:** Meredith Daye, Development Director, Durham Housing Authority (DHA) and Stephanie Williams, Alliance Behavioral Healthcare.

**Committee Members Absent:** Mayor Pro Tempore Cora Cole-McFadden, County Commissioner Michael Page (Michael Becketts, proxy) and Lois Harvin-Ravin, Durham County Veterans Service Office (Linzie Atkins, proxy).

**Staff Present:** Director Reginald Johnson, Project Manager Lloyd Schmeidler, Project Manager Matt Schnars, Administrative Analyst Keshia Barnette (Department of Community Development) and Sheila Bullock (Office of the City Clerk).

**Also Present:** Peter Callego-Black, Christelle Tan, Julian Xie, Maya Torain (Duke University Medical Students), Martin Friedman, Olive Joyner, Nigel Brown, (Housing for New Hope (HFN)), Stephen Hopkins (PAC 1), Cynthia Williams (CAC Committee), Ryan Fehrman, Shana Carignan (Families Moving Forward (FMF)), Gudrun Parmer (Durham County Criminal Justice Resource Center (DCCJRC)), Pearlie Williams, Barb Maier (NAMI Durham), Ahmed Larry Partee' (Homeless), Tia Willis and Emily Carr (Lincoln Community Health Center (LCHC)).

**Subject: Call to Order/Welcome**

Chair Webb-Bledsoe called the meeting to order at 3:08 p.m. and reminded everyone of the goals for the HSAC. Afterwards, she welcomed everyone in attendance.

**Subject: Minutes Review & Approval – June 22, 2016**

**Motion** by Secretary Stoppelkamp, seconded by Committee Member Karriker to approve the HSAC minutes of June 22, 2016 was unanimously approved at 3:09 p.m.

## 2 Durham Homeless Services Advisory Committee – August 24, 2016

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### **Subject: Public Comment Period – Steve Hopkins, PAC 1 Co-Facilitator**

Steve Hopkins, PAC 1 Co-Facilitator announced there will be an event entitled *Northeast Central Durham Poor People's Summit* held on October 8, 2016. Mr. Hopkins explained the goals for the Summit involve meeting with those individuals who are experiencing homeless issues, people who are having contact with the Department of Justice system and the re-entry process. He noted that the leadership in Northeast Central Durham would like to meet with these individuals to find out their top five issues, solutions to the issues and coming together as a community to create a plan. Mr. Hopkins stated that plans are underway to set up an on-line registration process and he will provide more information regarding this process and the summit as it becomes available.

Mr. Hopkins also expressed his concerns regarding the Homeless Representative that serves on the HSAC. He emphasized the importance of having somebody that represents the homeless on the HSAC and it is preferred that the person have some experience with homelessness because their sensitivity will be invaluable to the Committee as someone who is experiencing homelessness now and going through the process.

Chair Webb-Bledsoe announced she would have to leave the meeting early and therefore asked that Agenda Item #10. *Workforce Development Board Collaboration*, be moved up to Agenda Item #3. *Public Comment Period*.

Chair Webb-Bledsoe provided a summary of a meeting that she and Project Manager Lloyd Schmeidler (Department of Community Development) attended regarding a collaboration effort between the HSAC and the Workforce Development Board. The goal of the meeting was to explore the possibility of improving the coordination of employment assistance for persons experiencing homelessness. Chair Webb-Bledsoe noted that from this meeting came the next step of creating a task force. This task force would be made up of representatives from the HSAC along with representatives of the Durham Workforce Development Board to better understand some of the complicated issues about hiring people that are homeless. Chair Webb-Bledsoe pointed out that there are some volunteers already from the Workforce Development group. She asked if there was anyone from the HSAC that might be interested in this area to support exploring what the possibilities could be. At this time Chair Webb-Bledsoe opened the floor to HSAC members to ask questions about the taskforce and presented the opportunity for them to volunteer or recommend the name of someone and have them be a part of the task force.

City Manager Bonfield asked what the task force's role was and the duration. Chair Webb-Bledsoe stated that the group had not reached that degree of specifics in terms of what the duration would be.

Committee Member Karriker stated she would be interested in attending the initial meeting of the task force and Committee Member Harris volunteered as well.

Assistant County Manager Cummings commented he assumed non-profits and other agencies that are contracted by the Workforce Development Board to do employment training would be represented on the taskforce also. He felt they would be an important part of the group.

Chair Webb-Bledsoe stated that it was left up to the Workforce Development Board to identify who the volunteers would be, specifically those who find this dear to their heart but also those who have experience working with something like this.

Pearlie Williams (NAMI Durham) asked if the mental health aspect of the homeless during their workforce hours would be addressed. Chair Webb-Bledsoe was unsure about the answer to Ms. Williams' question however, she wanted to make sure this would be an area that would be looked at.

### 3 Durham Homeless Services Advisory Committee – August 24, 2016

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Chair Webb-Bledsoe thanked those for their willingness to volunteer.

**Subject: Welcome New HSAC Member**

Chair Webb-Bledsoe welcomed new HSAC Member Melody Marshall representing Durham Public Schools where she serves as their Homeless Liaison.

**Subject: HSAC Officer Elections**

Chair Webb-Bledsoe provided a brief background on the usual process of electing HSAC officers. She explained that normally at the end of their term the current Vice-Chair would move into the Chair position. However, current Vice-Chair Stephanie Williams received a job promotion which has prevented her from moving into the Chair position. Therefore, current Secretary Fred Stoppelkamp has volunteered to move into the Chair position.

Chair Webb-Bledsoe opened the floor to receive nominations for the two remaining positions of Secretary and Chair.

Committee Member Karriker nominated Committee Members McCollers as Secretary and Holmes as Vice-Chair.

**Motion** by Committee Member Herndon, seconded by Assistant County Manager Cummings to approve the following members to serve as new officers for the HSAC: Fred Stoppelkamp (Chair), Angela Holmes (Vice-Chair) and Charita McCollers (Secretary) was approved unanimously at 3:22 p.m.

Before turning over the meeting to newly-elected Chair Stoppelkamp, former Chair Webb-Bledsoe thanked everyone for all of their support during her tenure as Chair of the HSAC.

On behalf of the HSAC, Director Reginald Johnson and Project Managers Lloyd Schmeidler and Matt Schnars (Department of Community Development), Chair Stoppelkamp presented former Chair Webb-Bledsoe with a plaque in recognition of her leadership, hard work and services in chairing the HSAC.

**Subject: 2016-2017 HSAC Meeting Schedule**

Chair Stoppelkamp pointed out that HSAC meetings start at 3:00 p.m. and this time, along with those people who arrive at 3:00 p.m. to start the meeting, should be honored so the group can start and finish at 4:30 p.m. Therefore, starting in September 2016 Chair Stoppelkamp will start the meeting exactly at 3:00 p.m.

Mr. Schnars, representing the Structure Subcommittee, presented the proposed 2016-2017 HSAC meeting schedule.

**Motion** by Vice-Chair Holmes, seconded by Secretary McCollers to approve the 2016-2017 HSAC meeting schedule was unanimously approved at 3:31 p.m.

**Subject: HMIS Data Quality Monitoring Policy**

On behalf of the Performance Management Subcommittee, Mr. Schnars presented HSAC members with a draft policy entitled *HMIS Data Quality Monitoring* for their review and approval.

#### 4 Durham Homeless Services Advisory Committee – August 24, 2016

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**Motion** by City Manager Bonfield, seconded by Committee Member Herndon to approve the HMIS Data Quality Monitoring Policy was approved unanimously at 3:31 p.m.

**Subject: Monitoring, Evaluation & Ranking Policy**

Mr. Schmeidler, representing the Structure Subcommittee, provided background on the *Monitoring, Evaluation and Ranking Policy* which was presented to HSAC members. Mr. Schmeidler noted the policy is required by HUD.

In reference to the Citizens Advisory Committee's (CAC) role in making funding recommendations, Assistant County Manager Cummings commented that he found it strange that a subcommittee, such as a funding subcommittee of the HSAC, which would be more aware of HUD and Continuum of Care (CoC) requirements would not make recommendations to the HSAC instead of out-sourcing this function to another group appointed by the City and the County to perform various community related functions that are not totally unrelated. He added that he feels this is an odd arrangement compared to other arrangements they may have and he asked if there was a specific reason why it is done this way.

Mr. Schmeidler explained that it is included in the Governance Charter that the CAC would serve as the unbiased review panel because they are already making recommendations for other funding applications in the community. If the HSAC wants to recommend another body to do the scoring they would need to first amend the Governance Charter.

Assistant County Manager Cummings wanted to know if the scoring and ranking process, as it relates to the CAC has worked well.

Additional comments were made by Mr. Schnars concerning the scoring and ranking process. He also indicated that the HSAC could have a subcommittee of their body do the process but the Governance Charter would have to be changed. Mr. Schnars asked the HSAC to keep in consideration that there are members of the HSAC that are funded agencies of organizations. Having the CAC involved in the process eliminates the conflict of interest piece.

Committee Member Karriker added that one of the efforts of the Structure Subcommittee was to make sure the process would be objective and easy for the CAC to score in a way that would make sense.

**Motion** by Assistant County Manager Cummings, seconded by Committee Member Webb-Bledsoe to approve the *Monitoring Evaluation and Ranking Policy* was approved unanimously at 3:39 p.m.

**Subject: 2016 Continuum of Care Scoring & Ranking**

Mr. Schnars gave background on the 2016 CoC scoring and ranking process and Mr. Schmeidler led HSAC members through a review of the CAC's recommendations for the CoC project rankings. Mr. Schmeidler stated that based on the information, Durham was on the right track.

In response to Committee Member Herndon's question about somethings that Durham was doing great, Mr. Schnars responded the fact that HSAC exists and the level of interest and involvement is probably the biggest strength. He added that many of the organizations providing the services are very involved and committed to this effort as well as the work the HSAC does.

## **5 Durham Homeless Services Advisory Committee – August 24, 2016**

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Mr. Schmeidler commented that one of the key changes they have made is being able to lead the way in reallocating away from transitional housing and helping some of the community partners understand why HUD is wanting CoCs to no longer fund transitional housing.

In response to Assistant County Manager Cummings' question as to whether all of the projects were being recommended for funding at 100% of the asking amount, Mr. Schmeidler responded yes except for Goley Pointe.

Regarding renewals, Committee Member Herndon wanted to know how many of the organizations have been funded more than five years or for an extended period of time.

Mr. Schmeidler stated that many of the organizations have, however most of the projects are providing permanent supportive housing for formerly homeless individuals who have disabilities. The projects will not be able to continue to provide the permanent supportive housing without CoC funding.

Committee Member Atkins had a question concerning the rankings and average score and asked if the HSAC historically does not agree with a score that is lower than 80% or does the Committee go with everything recommended by the CAC based on the amount of money that can be requested from HUD.

Mr. Schmeidler explained that they want to apply for everything that they are eligible to apply for.

Further discussion took place about the ranking and scoring process and the need for technical assistance for the organizations that request funding.

Ryan Fehrman (Families Moving Forward (FMF) commented that based on the information presented, he noticed Goley Pointe would not be funded and he wanted to know, from their application, what impact would this have on Goley Pointe when it opens.

Mr. Schnars stated he does not know what the affect would be but he pointed out that HUD did not fund Durham Housing Authority (DHA) for Goley Pointe last year.

Mr. Fehrman expressed concern to see that DHA had the two lowest scoring projects. He pointed out that there have been several changes at DHA including new leadership which is encouraging but he feels that this suggests a need for technical assistance. Mr. Fehrman hopes technical assistance will be offered to DHA and maybe even to some of the projects that scored below 80% as well as anyone else that might be in danger of losing CoC funding.

In regards to the information presented in the scoring and ranking documents, Committee Member Tuttle requested a little more information on the differences in scores such as the higher rank projects and the lower rank ones.

Mr. Schmeidler provided an explanation for the lower rankings of the Goley Pointe and Home Again projects.

Assistant County Manager Cummings suggested maybe the full Board having access to a drop down folder which contains all of the applications.

Mr. Schmeidler stated that staff could make the applications available in the future through a drop box method if that is the desire of the Committee.

## **6 Durham Homeless Services Advisory Committee – August 24, 2016**

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Mr. Schnars added that if members did not feel comfortable in taking a vote on this item that one possibility may be to have an emergency meeting. He also noted that the Structure Subcommittee including Committee Members Karriker and Tuttle were involved in the pre-application process.

Committee Member Herndon noted that there is a wait list which includes people who are trying to get affordable housing. He stated that they have to find a way to assist in the process so these citizens can be served in a more timely basis.

Chair Stoppelkamp stated that moving forward with the ESG process the suggestions about having “cliff notes” would be helpful for the Committee Members so they won’t have to go through the entire application; they can just look at the reasons.

**Motion** by Committee Member Tuttle, seconded by Committee Member Karriker to approve the 2016 Continuum of Care Scoring and Ranking was approved at 4:21 p.m. Abstain: Chair Stoppelkamp.

### **Subject: Housing Results Team**

Chair Stoppelkamp representing the Housing Results Team, provided an update on the Housing Choice Voucher (HCV) process and leadership transition plan.

The Housing Results Team is recommending the creation of a separate subcommittee of the HSAC to look at the CoC HCV applications. This newly created subcommittee would only be reviewing applications that come through the CoC for HCV. Chair Stoppelkamp stated that he would step down as the Housing Results Team Chair and Mr. Fehrman has volunteered to take his place as the Chair of the Housing Results Team.

Chair Stoppelkamp requested volunteers to serve on this new subcommittee and anyone interested in serving is asked to see him after the meeting.

### **Subject: Blue Angels News Story Follow Up**

Assistant County Manager Cummings and Committee Member Becketts, Director (Durham County Social Services (DSS) presented a follow up to a recent news story entitled *Blue Angel*. The story involved some Durham Police Officers who helped a family that had no place to sleep. This particular story has prompted some opportunities to review the coordinated intake process for families.

Committee Member Marshall commented that her office works hard to make sure they are partnering with DSS. She wanted everyone to be aware of the resources offered by Durham Public Schools (DPS) for children and homeless families. She asked that organizations use DPS’ resources because they are able to locate these families and children.

Committee Member Tosh expressed his concern that if he was in a situation such as the family in the news story he would not want anyone to separate him from his child. He added that an appropriate place or a room should be found so the person can remain with their child.

### **Subject: Reminders**

The next regular HSAC meeting is scheduled for Wednesday, September 28, 2016 at 3:00 p.m. at the Durham County Human Services Complex located at 414 East Main Street in the 2<sup>nd</sup> floor Conference Room.

**Subject: Adjourn**

With no further business to come before the body, Chair Stoppelkamp adjourned the meeting at 4:39 p.m.

Respectfully Submitted

Sheila Bullock  
Office of the City Clerk