

DURHAM HOMELESS SERVICES ADVISORY COMMITTEE

Wednesday, January 18, 2017

3:00 p.m.

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

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

Committee Members Present: Chair Fred Stoppelkamp, Vice-Chair Angela Holmes, Secretary Charita McCollers, Linzie Atkins, Durham County Veteran Services Office, Angeloe Burch, Jr., Mayor Pro Tempore Cole-McFadden, Assistant County Manager Drew Cummings, Captain Stan Harris, Durham County Sheriff's Department, Calleen Herbert, Interim Director Department of Academic Community Services Learning Program at North Carolina Central University, Reverend Dr. Warren Herndon, Jennifer Jones, Adult Employment Program Coordinator, Office of Economic and Workforce Development, Pam Karriker, Christian Assembly, Melody Marshall, Durham Public Schools Homeless Liaison, Tracy Stone-Dino, Alliance Behavioral Healthcare, Vega Swepson, Resource Specialist, Durham Technical Community College, Tony Tosh, Prosperity Recovery Services and Reverend Chris Tuttle, Westminster Presbyterian Church.

Excused Committee Members: City Manager Thomas J. Bonfield and Emanuel Kearney.

Committee Members Absent: Meredith Daye, Development Director, Durham Housing Authority (DHA), Durham County Commissioner Ellen W. Reckhow, Ellecia M. Thompson, Durham VA Medical Center and Mayme Webb-Bledsoe, Duke University.

Staff Present: Director Reginald Johnson, Project Managers Lloyd Schmeidler, Matthew Schnars, Administrative Analyst Keshia Barnette (Department of Community Development) and Senior Executive Assistant Sheila Bullock (Office of the City Clerk).

Also Present: Jonathan Crooms (Volunteers of America); Rikki Gardner (Housing for New Hope); Ryan Fehrman (Families Moving Forward); Olive Joyner (Housing for New Hope); Sheldon Mitchell (Urban Ministries of Durham); Alex Protzman (Life Skills); Carolyn E. Hinton (Healing with CAARE); Larry Partee and Allen Griffin.

Subject: Call to Order/Welcome

Chair Stoppelkamp called the meeting to order at 3:04 p.m. He reviewed the goals of the HSAC and welcomed everyone in attendance.

Subject: Public Comment

Committee Member Herndon encouraged HSAC members to continue to keep their youth and families at the center of their work.

Assistant County Manager Cummings expressed concern regarding the matter of Durham Housing Authority (DHA) stopping the housing referral process. He wanted to know if an official request could

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be made asking DHA to address the HSAC at its February 2017 meeting to discuss how the decision came about and to see if anything could be done to remedy the situation.

In regards to DHA's decision concerning the housing referral process, Secretary McCollers noted that her understanding was it had something to do with DHA passing their budget. Project Manager Matthew Schnars (Department of Community Development) stated staff could follow-up with DHA and make a request for an update to be given to HSAC members.

Subject: Welcome New HSAC Member

Chair Stoppelkamp announced Durham County Commissioner Ellen W. Reckhow would be serving on the HSAC. Commissioner Reckhow was not in attendance at this time; however, Chair Stoppelkamp stated Committee Members would be welcoming her at a later date.

Subject: Homeless System Performance Monitoring

Committee Members reviewed the handout entitled *HMIS User License Log In Policy Monitoring – January 16, 2017*. Mr. Schnars explained the document was a dashboard indicating which organizations have users who have not logged in over the 90-day time period. HSAC members also looked at the *HMIS Timeliness of DATA Entry Policy Monitoring – January 12, 2017*.

Committee Member Herndon asked if there was a way they could go back maybe one or two years and measure their progress from where they were to where they are now and at a future date say they have improved on certain things.

Mr. Schnars stated that this information was included in the chart they were reviewing.

Subject: Minutes Review & Approval – December 21, 2016 Meeting Minutes

Motion by Committee Herndon, seconded by Mayor Pro Tempore Cole-McFadden to approve the December 21, 2016 HSAC minutes was unanimously approved at 3:13 p.m.

Subject: Adopt System Performance Measures

On behalf of the Performance Management Committee and their Chair Angela Holmes, Mr. Schnars provided a brief summary of two draft measures. One was entitled *Measure 7b.1: Successful Placement in Permanent Housing* and the other was *Length of Stay (LoS)*.

Mr. Schnars explained that the measures spelled out in detail the following:

- What is being measured
- The purpose of the measures
- Applicable Projects under the measures
- 3-year System Average
- CoC Benchmark
- Reporting Frequency
- Report

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Mr. Schnars wanted HSAC members to understand they will be asked to adopt the CoC Benchmark section of the measures. He noted that under *Measure 7b.1: Successful Placement in Permanent Housing* the Benchmark would apply to Shelter, Transitional Housing and Rapid Re-housing projects. The CoC Benchmark that the HSAC is being asked to adopt for Emergency Shelter, Transitional Housing is 60% success rate and the success rate for Rapid Rehousing is 90%. Mr. Schnars explained that the process that took place included providers being invited to give feedback on the proposed Benchmarks. As a result of this discussion, staff made a slight adjustment to one of the Benchmarks.

In regards to the 3-year system average Secretary McCollers asked if they had any idea as to where they fell with each individual year. Mr. Schnars responded yes that information was available and he could send it Committee Members.

Mr. Schnars noted that the *Measure: Length of Stay (LoS)* pertains to Emergency Shelter and Transitional Housing. The 3-year System Average for Emergency Shelter and Transitional Housing is 87 days and the CoC Benchmark is 90 days.

Secretary McCollers asked if there was a consequence for setting the CoC 90-day Benchmark and not meeting it. Mr. Schnars stated that from year to year HUD is now going to evaluate whether progress was made from last year to this year. If progress is not made HUD will look at this factor and it may have an effect on the Continuum of Care application score.

Regarding earlier comments made about the suspension of the Housing Choice Voucher (HCV) process, Ryan Fehrman (Families Moving Forward) expressed concern from the providers. He pointed out that this suspension could have an adverse impact on both of the measures that the HSAC is being asked to consider.

Committee Member Herbert pointed out that under the Reporting Frequency section of the measures it stated “bi-annually.” Mr. Schnars stated that staff would make a note to change the wording to “semi-annually.”

Motion by Committee Member Herndon, seconded by Vice-Chair Holmes to adopt the System Performance Measurements for 2016-2017 was approved unanimously at 3:24 p.m.

Subject: Prioritization Policy

Project Manager Lloyd Schmeidler (Department of Community Development) gave an update on the Prioritization Policy. He commented that during the HSAC meeting held in September 2016, the Prioritization Policy was brought to Committee Members for a vote to adopt. HSAC members requested that staff have the City Attorney’s Office review the policy prior to them adopting it. Deputy City Attorney Arnetta Herring reviewed the policy and expressed no concerns regarding it and it is now ready for a formal vote.

Motion by Mayor Pro Tempore Cole-McFadden, seconded by Secretary McCollers to adopt the Prioritization Policy was approved unanimously at 3:26 p.m.

Subject: Title V Federal Property

Mr. Schmeidler gave some background on the Title V Federal Property. He noted that on December 23, 2016, the Federal General Services Administration sent a letter to Mayor Bell indicating that approximately 5.45 acres of property (over 24,000 square feet of building space in the former Army

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Reserve Center located at 1228 Carroll Street) was determined to be surplus federal property. Staff received word on January 3, 2017 from the City Manager's Office and they have been asked to hand out this information to the homeless housing providers in Durham. HUD has determined that the property could be suitable for homeless purposes. Mr. Schmeidler informed the HSAC that on January 17, 2017 representatives from the City of Durham Department of Community Development, Assistant County Manager Drew Cummings representing the County, Representatives from Self-Help Credit Union, Housing for New Hope, Durham Crisis Response Center, Families Moving Forward and 3 to 4 members of the HSAC toured the facility. The tour was coordinated by HSAC Chair Fred Stoppelkamp. Mr. Schmeidler explained there is a brief time period for the City to express their interest in using the property.

Assistant County Manager Cummings stated that an identical letter was received by Durham County from the Federal General Services Department. He added that 90 days may not be enough time to create a plan. However, the tour group felt that the City and County should get their names in the "hat" early as a coordinated effort would be the best way to move forward. Assistant Cummings commented that non-profit providers, service providers and housing providers would all be interested in being a part of the solution.

Mayor Pro Tempore Cole-McFadden wanted to know who arranged the tour. Chair Stoppelkamp stated he did. She also asked how people got invited. Chair Stoppelkamp answered he invited the HSAC Executive Committee, the Subcommittee Chairs and he also forwarded the invitation to Mr. Schmeidler and Mr. Schnars who in turn forwarded it to others.

Mayor Pro Tempore Cole-McFadden stated she did not get an invitation. She expressed her concern about the process of the tour. She added there had been no dialogue amongst the City Council or between the City Council and the Board of County Commissioners.

Committee Member Herndon pointed out that they have got to find a way in the community to begin looking at things more holistically that represents the total community. He stated as they move forward and as they learn about these things, he encourages everyone to get as much dialogue throughout the community so they can have a "win-win" and not a "win-lose" conversation.

Mayor Pro Tempore Cole-McFadden also asked if there was anyone from the Board of County Commissioners on the tour. Mr. Schmeidler responded no. Mayor Pro Tempore Cole-McFadden stated that the tour should have been open to every elected official and that the process was not done properly. She needs staff to make sure that in the future the process is open.

Chair Stoppelkamp asked staff to go ahead and send letter of interest to the Federal General Services Department concerning the surplus property.

Subject: Focus Strategies SWAP Analysis

Mr. Schnars gave the following background on the Focus Strategies SWAP Analysis:

Enterprise Community Partners is the vendor who is leading the affordable housing strategy in Durham. The second phase of their work is focused around establishing a broader assessment and some recommendations for the homeless housing system. Involved in this effort is a vendor who will be conducting a SWAP Analysis. Mr. Schnars noted that this work will start next February and will need the commitment of both the HASC, homeless housing providers and others. More information will be forthcoming about a kick-off event where individual interviews will be set-up with different organizations and leaders from the HSAC. Mr. Schnars explained that this process will take a look at what historically has happened in the homeless housing system as it relates to performance and success

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towards permanent housing, length of stay and other measures. A large part of the funding to support this portion of Enterprise work is coming from a CoC planning grant.

Subject: HSAC Member Collaboration and Coordination

Mr. Schnars shared a case study that gave an example of how HSAC members are leveraging each other and offering future opportunities to expand collaboration. An effort is being made to deepen HSAC members' understanding of the opportunities that exist among individual members. Staff has suggested that time be set aside for each of the organizational representatives to give a brief summary of what their roles and responsibilities are.

Chair Stoppelkamp stated he supported staff's recommendation and that each month members will share what they do, identify who are the players that sit on the board and how they can work together to address certain situations.

Subject: Reminders

Mr. Schnars announced that Project Homeless Connect and The Point in Time Count have been combined to form Bull City Fresh Start. The Point in Time Count will be held on Wednesday, January 25, 2017 and Project Homeless Connect will take place on Thursday, January 26, 2017. Both events will be held at the Durham Bulls Stadium.

Mr. Schmeidler reminded everyone that the next HSAC meeting will be held Wednesday, February 22, 2017. The Committee is back on their regular schedule of meeting every fourth Wednesday.

Subject: Adjourn

Motion by Committee Member Herndon, seconded by Secretary McCollers to adjourn the meeting was unanimously approved.

With no further business to come before the body, Chair Stoppelkamp adjourned the meeting at 3:55 p.m.

Respectfully Submitted

Sheila Bullock
Office of the City Clerk