

## **DURHAM HOMELESS SERVICES ADVISORY COMMITTEE**

**Wednesday, June 28, 2017**

**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 Fred Stoppelkamp (Non-Profit Representative for Durham County/Urban Ministries of Durham); Vice-Chair Angela Holmes (Former Homeless Representative for Durham County); Secretary Charita McCollers (Federal Health Care for the Homeless/Lincoln Community Health Center); Linzie Atkins (Durham County Veteran Services Office); Reverend Dr. Angelo Burch, Sr. (Corporate Private Sector Representative for Durham County/Executive Director, African American Dance Ensemble); Mayor Pro Tempore Cole-McFadden (Durham City Council Representative); Drew Cummings, Chief of Staff (Durham County Manager's Office); Meredith Daye, Development Director (Durham Housing Authority - DHA); Reverend Dr. Warren Herndon (Faith Community Representative for City of Durham/Greater Joy International Ministries); Jennifer Jones (Office of Economic and Workforce Development); Pam Karriker (Faith Community Representative for Durham County/Christian Assembly); Emanuel Kearney (Former Homeless Representative for City of Durham); Melody Marshall, Homeless Liaison (Durham Public Schools); Aurelia Sands-Belle (Durham Crisis Response Center – DCRC); Tracy Stone-Dino (Alliance Behavioral Healthcare); Ve'ga Swepson, Resource Specialist (Durham Technical Community College); Ellecia M. Thompson (Durham VA Medical Center); Tony Tosh (Corporate Private Sector Representative for City of Durham/Prosperity Recovery Services) and Helen Tripp (Durham County EMS)

**Excused Committee Members:** City Manager Thomas J. Bonfield and Reverend Chris Tuttle (Non-Profit Representative for City of Durham/Westminster Presbyterian Church)

**Committee Members Absent:** County Commissioner Ellen W. Reckhow; Stan Harris (Durham County Sheriff's Department); Janeen Gordon (Durham County Social Services Department - *Proxy for Commissioner Reckhow*); Calleen Herbert, Interim Director (Department of Academic Community Services Learning Program at North Carolina Central University); and Mayme Webb-Bledsoe (Duke-Durham Neighborhood Partnership)

**Staff Present:** Director Reginald Johnson, Project Managers Lloyd Schmeidler, Matthew Schnars, (Department of Community Development); Esther Coleman (Office of Economic & Workforce Development - OEWD/DWDB) and Senior Executive Assistant Sheila Bullock (Office of the City Clerk)

**Also Present:** George Roberson (Organization 4 D.A.D.S.); Rikki Gardner (Housing for New Hope – HNH); Shana Carignar, Ryan Fehrman (Families Moving Forward (FMF); Alma Davis (Durham Crisis Response Center – DCRC) and Ahmed Larry Partee? (Formerly Homeless Citizen)

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### **Subject: Call to Order/Welcome**

Chair Stoppelkamp called the meeting to order at 3:07 p.m. He welcomed everyone and thanked them for attending. He also recognized Chic-Fil-A restaurant for providing food for today's meeting.

### **Subject: Public Comment Period – Ahmed Larry Partee'/ HSAC Committee Member Reverend Dr. Warren Herndon**

Ahmed Larry Partee addressed City Officials and the Department of Social Services (DSS) regarding the Short Term Rent, Mortgage & Utility (STRMU) fund. Mr. Partee' stated that he has benefitted from this program for approximately 15 years and explained that the group grants selective people up to 21 weeks of financial assistance with items such as rent, utilities and emergency assistance. According to Mr. Partee' the grant was recently awarded to the Department of Social Services. Mr. Partee' is requesting that Mayor Pro Tempore Cole-McFadden investigate and find out why DSS is not distributing the funds to people to keep them from homelessness. Mr. Partee' stated that he has gone to four different agencies with STRMU funding in the past and he has never had a problem until the grant was given to the DSS. He noted that DSS has not been distributing the money to recipients and they have been delinquent. Mr. Partee' also added that if it had not been for his so-called "slumlords" he would have been put out on the street.

Mr. Partee' also made comments in support of landlords such as Bergman, Rick Soles and others who are generally referred to as "slumlords." He is asking City officials to not only find out why it is taking a long time for DSS to distribute funds to recipients but to also investigate why DSS is not doing what HUD is requiring of them. Mr. Partee' stated that he would be sending out more information to the HSAC regarding this matter.

Committee Member Herndon pointed out that 51% of all children in this country live in some form of poverty. He reminded everyone that in the 80's there were children referred to as "latch key kids" who came home from school every day and remained alone while their parents were working.

Committee Member Herndon wanted to share an audio presentation of a program previously aired on the local Channel 11 news and the national news. The story highlighted an East Wake High School student's homelessness experience. However, due to some technical difficulty Committee Member Herndon was unable to present the information. Chair Stoppelkamp suggested that Committee Member Herndon share the link so everyone could see it. Committee Member Herndon stated he would do that.

Committee Member Herndon stated there are about 32,570+ kids in Durham Public Schools and for years he has been asking for a number. He thinks the number is over a thousand in Durham and the poverty rate is about 30%. Committee Member Herndon pointed out that Durham is in the top five best places in the country to live, however they are having some difficulty with their young people. He added that if the Committee wants to make sure that the future of youths is brighter then they need to spend more time appropriating resources in this endeavor.

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#### **Subject: Minutes Review & Approval – May 24, 2017 HSAC Minutes**

**Motion** by Committee Atkins, seconded by Committee Member Burch to approve the May 24, 2017 HSAC minutes was unanimously approved at 3:16 p.m.

#### **Subject: Introduction of New HSAC Members**

Chair Stoppelkamp introduced and welcomed new HSAC Members Helen Tripp (Durham County Emergency Medical Services (EMS), Aurelia Sands Bell (Durham Crisis Response Center), Alex Protzman (LIFE Skills Foundation), Interim DSS Director Catherine Wilkerson and existing HSAC Member Charita McCollers who will be representing Federal Healthcare for the Homeless. HSAC Members also introduced themselves to new members and stated who they represented.

#### **Subject: Local Government Federal Credit Union (LGFCU)**

Jasmine Kilpatrick (LGFCU) thanked members for volunteering to serve on the HSAC. She provided a presentation on benefits offered by the credit union to local government employees. Ms. Kilpatrick pointed out that the LGFCU is the only credit union that is exclusive to local government employees, volunteers and elected officials and it offers the same full service products as the large banks but at a lower cost. Services offered include professional development and collegiate scholarships as well as pre-financial planning. LGFCUs are located inside every State Employees Credit Union branch but are separate entities. Ms. Kilpatrick encouraged everyone to join the LGFCU if they are not already a member. In thanking everyone, Ms. Kilpatrick stated that the LGFCU sponsored the food for the meeting.

Committee Member Herndon asked if the LGFCU offered financial literacy workshops for high school students. Ms. Kilpatrick stated they have a program referred to as a “Reality Fair” which is geared towards middle and high school students. A program was done last year for Durham County. However, Ms. Kilpatrick stated they are in the process of re-working the program. If anyone would like additional information, please contact Ms. Kilpatrick.

#### **Subject: Income Results Team Update**

Committee Member Jennifer Jones provided an update from the HSAC Income Results Team concerning a 2016 presentation that was given to the Durham Workforce Development Board inviting them to work with the HSAC in creating a “Workforce Development Taskforce.” The focus of the taskforce would be to strengthen collaboration between the public workforce development system and the homeless housing system in Durham.

From the various meetings and conversations that took place over the past year between WDB members and the Income Results Team, Committee Member Jones highlighted the following accomplishments:

- Doors of communication opened and collaboration took place not only between the WDB and the Income Results Team but also with organizations such Families Moving Forward, Urban Ministries, the Career Center and Step-Up.

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- In December 2016 Risa Foster, Career Advisor (NC Works Career Center) began visiting Urban Ministries once a month to conduct workshops on NC Works Online
- A “Train the Trainer” idea is in process. This effort will allow training of one person from each organization that serves the homeless population. This person will learn how NC Works operates, how customers do registration, job search, resumes and other business skills.

Committee Member Jones stated that going forward the group would like to continue to build upon what they have already accomplished. They are looking at ways to identify and implement collaborative strategies. Their desire is to build a partnership with companies to explain what their goals are in the hopes that the companies will hire the population they are serving.

Committee Member Atkins expressed his concern as to how will individuals access the facility to get into NC Works. He wanted to know if access was one of the challenges, how will this be incorporated.

Committee Member Jones explained part of it would be the “Train the Trainer” idea because one person from each organization would be trained not just for NC Works Online but also to attend resume trainings provided by the state or trainings pertaining to employment. She added that funding constraints does not permit them to have the staff capacity to place someone everywhere. Committee Member Jones noted that another issue facing the homeless population is transportation which is why they are trying to do the “Train the Trainer.”

Secretary McCollers shared that a few weeks ago she attended a meeting where the Council to End Homelessness (CEHD) and Urban Ministries talked about their partnership with Staff Zone temporary agency and how they linked some of their residents directly into employment opportunities. In responding to the Income Results Team’s question “who’s at the table?” Secretary McCollers stated that those are the regular players that our clients work with. She asked if they are thinking about engaging some of the big corporate partners in the community with helping to secure jobs. She noted that everybody that is homeless is not a person with low skills and that some people have very marketable skills. Secretary McCollers added that they can’t just have a “bottom approach” but they have to have a bottom, middle and top approach. They need to get those people with marketable skills jobs quickly so there homelessness is shorter and that housing becomes feasible quicker. Committee Member McCollers also stated that they need to work with the people who need the skills to be able to get a job with a temp agency or something that readiness skills will address. She asked if they are doing or proposing anything and who needs to be at the table to get employers such as Duke, Durham County Government and City Government with some of these jobs for the people they are serving that can do those jobs. She added that employers are needed at the table.

Committee Member Jones commented that at the last meeting a representative from Staff Zone was present. She added the past year was a year of looking at how they will tackle issues, how everyone will be brought together and how employers will be engaged.

Lloyd Schmeidler, Project Manager (Department of Community Development) added that the WDB also has a subcommittee that specifically connects with employers. This presents an opportunity to continue conversation and create more links with the business sector and the subcommittee.

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Mayor Pro Tempore Cole-McFadden stated that Secretary McCollers is needed on the WDB. Her vigor and her ideas are needed on the board so they can move things forward. Mayor Pro Tempore Cole-McFadden also stated that she will touch base with the Mayor and her colleagues to see if they can add someone like Secretary McCollers to the WDB to represent the homeless population. She added that Secretary McCollers has done wonderful work which is why she is being recognized in Washington, DC.

Committee Member Tosh made comments in reference to using General Contractors (GCs) in Durham. Committee Member Jones stated that NC Works Career Center targets General Contractors and they work with the larger corporations in terms of construction. She mentioned they had a job fair with Gilbane Construction and all of their subcontractors at Durham Technical Community College a few months ago. They do partner with them in conjunction with Durham Technical Community College. Committee Member Jones mentioned that Staff Zone, as a temp agency does more short-term job placement. However, her goal, under the federal government is long-term.

Mr. Schmeidler informed the Committee that Staff Zone publishes a blog posting each week. He invited the homeless housing providers to sign up for Staff Zone's weekly posting to have people sign up with Staff Zone. Mr. Schmeidler reported that Staff Zone is receiving 500 to 600 placements each week and some turn out to be permanent placement.

### **Subject: Performance Management Draft Policy for Assessment *Fidelity & Compliance***

Project Manager Matthew Schnars briefly reviewed the "Common Assessment Tool Administration & Compliance Monitoring" policy with the HSAC. He explained that this policy coincides with the policy that has already been adopted concerning prioritization. The policy was reviewed at the last Performance Management Subcommittee meeting. Mr. Schnars explained the intent of the policy is to make sure they are complying with the prioritization policy which states they will prioritize the most vulnerable people for housing first by using the VI-SPDAT tool. Mr. Schnars stated that the draft policy will be posted on the website for public comment and will be on review for the next month.

Committee Member Cummings asked Mr. Schnars to remind HSAC Members about all of the things the index is used for as it relates to ranking people in terms of vulnerability and what the information is being used for. Mr. Schnars provided an explanation concerning the vulnerability aspect of the tool.

After participating in a few of the Transitions Age Youth Care Reviews, Secretary McCollers stated that the system they use to enter into homelessness is complicated and different. Upon some research, she found that the VI-SPDAT is not the recommended tool for transition age youth. She asked that as the group moves toward coordinated intake, how will the needs of transition age youth be incorporated because they want to prevent their history of homelessness. Secretary McCollers noted that she would like for the HSAC to start thinking about this issue and looking at the tool while they are adopting a policy. She wants to make sure the policy meets the needs of all of their homeless subpopulation in Durham County.

Mr. Schnars pointed out that there is a specific VI-SPDAT tool specifically used for transition age youth. He added that LIFE Skills Foundation has adopted the tool and is using it.

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Additional discussion followed concerning the proposed policy and making sure the appropriate prioritization tool is used to properly include everyone.

Chair Stoppelkamp stated that the draft policy would be voted on at the August 2017 HSAC meeting.

### **Subject: CoC Pre-application Grant Cycle**

Prior to discussing Item #7: CoC Pre-application Grant Cycle item, Mr. Schmeidler gave a brief background about a handout HSAC members had received concerning the N.C. Housing Trust Fund.

Mr. Schmeidler stated a representative of the NC Housing Finance Agency who participates in meetings with the HSAC Results Team Unlocking Doors Initiative, brought a number of reports to their recent meeting. Mr. Schmeidler felt it was of interest for the HSAC to know that the NC Finance Agency is a key provider and a key partner with City and County Government as well as the Durham Community and around the state of North Carolina. He added that the agency helps develop affordable housing in North Carolina and in Durham. He feels it is important that the HSAC be aware of the great work the NC Housing Finance agency is doing.

In regards to the CoC Pre-application Grant Cycle, Mr. Schmeidler stated staff is anticipating that Housing and Urban Development (HUD) will open the full application process for the 2017 Homeless Grants Competition for the Continuum of Care (CoC) at any time. In an effort to prepare for this, the department has engaged in a few pre-application processes to pre-qualify organizations interested in applying for CoC funds. Staff has received interest in continuing to receive funds from ten projects who are seeking renewal funding for existing projects. In their pre-applications they have requested interest in \$1,215,000. However the annual renewal demands that were calculated earlier for these types of projects was \$1,208,000.00. Mr. Schmeidler explained that the difference may be due to some increases in fair market rent. Once staff is clear on exactly how much the projects can apply for, the ten projects may need to make some minor adjustments in their applications for CoC funding. Staff also received interest from four organizations for new project funding.

Mr. Schmeidler reported that altogether the four new projects applications requested over \$478,000.00. One organization applied for \$271,000.00 to rehab a 4-unit complex with 2 bedroom units. However, per a recent conversation with the organization, they indicated that if a minimum of \$250,000.00 was not available for the rehab they would not be interested in continuing a full application. Mr. Schmeidler stated that another organization applied for \$50,000.00 to support a community meals program consisting of a soup kitchen operation in the community. However, this program is not an eligible use of CoC funds. Unless the organization is interested in revising a full application to align it with the CoC's community priorities of Permanent Supportive Housing for Chronically Homeless People, it is not clear if they would meet the requirements to complete a full application.

There are two pre-applications left that have been approved for submitting a full application in the upcoming CoC process. One of these organizations is applying for \$65,000.00 for Permanent Supportive Housing and the other is applying for \$92,500.00 for a permanent housing project using a Rapid Rehousing model and using some of the funds to provide Rapid Rehousing assistance to some chronically homeless people.

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Committee Member Herndon wanted to know what the interaction has been between the Department of Community Development and with some of the agencies they work with in regards to summer meals programs.

Mr. Schmeidler responded the Community Development Department does not work directly with summer meals programs. He added the department is not involved in the direct provision of services.

Committee Member Herndon asked that in the coming months could they investigate the possibility of having a networking communication. Mr. Schmeidler stated that they usually would refer people to DSS if they are in need of direct assistance. He explained that this was partly the reason for the Coordinated Intake and Assessment process for families through DSS.

Mayor Pro Tempore Cole-McFadden suggested inviting the Food Bank to come and give a presentation and update them on what is happening in the Durham area.

Committee Member Herndon would like for the group to investigate and possibly find ways that they can partner with other organizations concerning the summer meals program.

### **Subject: Youth Point-In-Time Count Update**

In the absence of Committee Member Protzman, Mr. Schnars provided a power point presentation and gave an update on the Durham Youth Point-In-Time Count which was completed recently. A custom survey was used to conduct the Youth Point-In-Time Count. Trained volunteers, including youth, participated in the count along with Durham Public Schools, DSS and the Durham County Court System. Mr. Schnars stated the count was performed over a three week period of time and 104 responses to the survey were received.

Survey responses contained information concerning target age range of youth and where youth are sleeping. Mr. Schnars noted that they have just recently pulled the count information together and are still looking at it. They have not had an opportunity to follow up with the Committee yet.

Mayor Pro Tempore Cole-McFadden asked what can they do to prevent homelessness among the youth. She feels this is an issue that they really need to delve into. Mr. Schnars agreed that the conversation of prevention needs to take place.

In responding to Mayor Pro Tempore Cole-McFadden's comments about the prevention of homelessness, Committee Member Herndon pointed out that women need to be paid at a better level. He noted that everyone knows across this country women are paid at a level lower than male counterparts and 62% of our households are headed up by women.

Committee Member Tosh posed a challenge to the Board to go visit the homeless shelter and see how older and younger people are living and then come back to discuss how to prevent homelessness.

Committee Member Marshall commented that her office has a lot of programs. She is currently working on a partnership with North Carolina Central University. They are waiting for a grant to come through which is something that will be huge hopefully in a couple of months. Committee Member Marshall noted that her office can use the McKinney Vento funds for homeless

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children. Therefore with their tutoring program they are looking at digging deep and getting the children's academic scores and skills up so they are able to obtain jobs or higher education. Committee Member Marshall shared that her personal goal is to look at homeless children and children at risk being exposed to post-secondary education.

In a question directed to Mr. Schnars, Committee Member Jones wanted to know if the educational background is looked at. She mentioned that she would be interested in knowing the number of drop outs. Mr. Schnars stated that this particular information is not reflected in the survey. However, it does report the number of times a youth had to change school which reflects history and instability within the household. He stated that he would send the link out to everyone.

### **Subject: Coordinated Assessment System Update**

Mr. Schmeidler directed HSAC members' attention to a document included in their package entitled "Coordinated Entry Core Elements." He gave a brief summary of the information and asked that the committee familiarize themselves with the 4 core elements of access, assessment, prioritization and referral as well as the models that communities across the nation are using.

All CoCs are required by HUD to fully implement a Coordinated Entry and Assessment System (CES) by January 23, 2018. Mr. Schmeidler provided an update on the Lead Agency's plans to implement this system by the deadline.

Mr. Schmeidler stated that staff is working on a Request for Proposal (RFP) to have a consultant come in to make decisions on how the Coordinated Entry and Assessment System will be structured particularly for single adults and transition age youth. They want to make sure the HSAC and community partners in the homeless housing system as well as other service providers are well aware on how they want the Coordinated Assessment System to work. Staff hopes to release the RFP soon and get responses back hopefully by early to mid-August.

### **Subject: Follow-up to NC HMIS Governance Committee Letter from the HSAC**

At the HSAC's May 2017 meeting, members approved HSAC Chair Stoppelkamp recommending two amendments to the NC Homeless Management Information System (HMIS) Governance By-laws. On June 23, 2017, Chair Stoppelkamp received a reply with suggested amendments from outgoing Governance Committee Chair Rebecca Pfeiffer. The amendments concerned the following articles:

- Article XIV: HMIS Lead Agency and HMIS Software Vendor Selection and Renewal
- Article XV: Federal Compliance

Mr. Schmeidler informed the HSAC that there was no competition for the position of Governance Committee Chair for the 2017-2018 operating year. Therefore, he has accepted the position of HMIS Governance Committee Chair for the North Carolina. This opportunity places Mr. Schmeidler in a position of carrying these issues to the Governance Committee discussions. Discussions will be taking place at the August 14, 2017 Governance Committee meeting.

Mr. Schmeidler noted that none of the partners across the state are enthusiastic about the amendments at this time. However, as Chair of the Governance Committee he plans to ask them

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what parts of the amendments are they ok with and what aspects can be amended further to satisfy the Governance Committee. Hopefully they will be able to reach some compromise. Mr. Schmeidler noted that they have the full support for their efforts to improve the system from their local system administrators at the NC Coalition to End Homelessness (NCCH). A conversation with the Executive Director indicates that NCCH would be communicating to the Governance Committee that the contract that NCCH will soon sign with MICAH for their services over the next fiscal year will be the last contract that NCCH will anticipate signing with MICAH.

Chair Stoppelkamp congratulated Mr. Schmeidler on his appointment as Chair of the Governance Committee.

### **Subject: Risk Mitigation Fund Update**

Ryan Fehrman, (Families Moving Forward) gave the following update on the Risk Mitigation Fund:

- A funding award will be received from a state level organization to get the Risk Mitigation Fund off the ground.
- City staff met with Triangle Community Foundation (TCF) to talk about how the fund could serve in a role to move the Risk Mitigation Fund forward. Unfortunately, TCF was not willing to do some of the things that everyone hoped they would do. Currently, things are on hold. Mr. Fehrman commented that the agency that is making the donation may be able to serve in the role that TCF would have served in but they are waiting for confirmation. A RFP may have to be amended for an agency to serve as the role of “Claim Payment Processor.”
- The goal is to still have the Risk Mitigation Fund operational by the end of 2017 but the target date is September 1, 2017.
- A final Mayor’s Roundtable is scheduled for July 11, 2017 at 10:00 a.m. at the Center for Responsible Lending. Mr. Fehrman invited everyone to this event.

Mr. Fehrman also thanked Chair Stoppelkamp for his leadership over the past year and he thanked the Executive Committee as well. He also noted that with Vice-Chair Holmes’ passion and commitment, she will be a huge champion for change as Chair of the HSAC.

At the request of Mayor Pro Tempore Cole-McFadden, Community Development Director Reginald Johnson commented on Vice-Chair Holmes’ situation as it related to her County re-appointment to the HSAC.

Mr. Johnson explained that Vice-Chair Holmes did apply for her seat on the HSAC. However, when the matter came before the Durham County Commissioners her application was not presented to them. For some reason there was a “glitch” in the system and as a result, someone else was appointed to the seat. Mr. Johnson stated that the County has since discovered what the glitch was and why Vice-Chair Holmes’ application was not before the Commissioners. Currently the issue is in the County’s purview as to what their next steps are.

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Mr. Johnson thanked each member for their service on the HSAC and noted that it has been a good year with a lot of good progress made. He added that everyone is aware that there is still a lot of work ahead to be done. However, he believes that they should take the time to pause and say thank you for all of the volunteer work that members have done. The Committee's work is greatly appreciated and because of this, refreshments were provided by the LGFCU at today's meeting.

### **Subject: Reminders**

Chair Stoppelkamp also thanked the HSAC for their service and reminded everyone that there will be no meeting in the month of July. The next scheduled meeting will be held August 23, 2017.

### **Subject: Adjourn**

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

With no further business to come before the body, Chair Stoppelkamp adjourned the meeting at 4:36 p.m.

Respectfully Submitted

Sheila Bullock  
Office of the City Clerk