

DURHAM HOMELESS SERVICES ADVISORY COMMITTEE

Wednesday, November 19, 2014
Durham County Human Services Building
414 E. Main Street - 2nd Floor Conference Room
3:00 p.m.

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

Committee Members Present: Chair John Bowman, Vice-Chair Mayme Webb-Bledsoe, Secretary Stephanie Williams, Edward Abdullah, Assistant County Manager Drew Cummings, Director Michael Becketts Department of Social Services (DSS & Proxy for County Commissioner Michael Page), Minnie Forte-Brown, Durham Public Schools Board (DPS), Dr. Janice Harper, Assistant Vice-Chancellor for University Programs, North Carolina Central University, Captain Stan Harris, Durham County Sheriff's Department, Lois Harvin-Ravin, Durham County Veterans Services Officer, Reverend Warren Herndon, Sue Jackson, Executive Dean/Department Head, Continuing Education at Durham Technical Community College, Shannon McLean, Chief Development Operations Officer, Durham Housing Authority, Charita McCollers, MSW, Lincoln Community Health Center, Fred Stoppelkamp, Durham Economic & Resource Center (DERC), Reverend Chris Tuttle, Westminster Presbyterian, and Jason Wimmer (OEWD).

Committee Members with Excused Absences: Mayor Pro Tempore Cole-McFadden, City Manager Tom Bonfield, and Lindsey Jordan Arledge, VA Medical Center.

Committee Members Absent: Pam Karriker, Christian Assembly, Jackie Love, Homeless and At-Risk Liaison, Durham Public Schools, County Commissioner Michael Page, Latasha Williams, (Serving American Veterans Everywhere (SAVE)).

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

Also Present: James R. Alston (Triangle Veterans Wellness Outreach Center), Gretchen Senez, Joi Stepney (Housing for New Hope (HNH)), Janet Xias, Jeff Kincaid (Community Empowerment Fund (CEF)), Markes Rivers, Tracy Rauschkolb, Desmond Frierson, Alex Danilowicz, Angela Holmes (Urban Ministries of Durham) and Serena Wilson (Lincoln Community Health Center (CHC-HCH)).

Subject: Call to Order/Welcome

Chair Bowman called the meeting to order at 3:09 p.m. and asked that HSAC members join him in reflecting on the goals of the HSAC as he read each one aloud.

Subject: Minutes Review & Approval – October 15, 2014 (Special Meeting)
October 22, 2014 (Regular Meeting)

There was some discussion concerning clarity of the Committee's attendance policy as it relates to notification of meeting absences. Chair Bowman commented that he hoped that the Committee could

move that the prior misunderstanding of the attendance policy by Committee Members would not be held against them and that the prior unexcused absences could be excused.

Motion by Committee Member Herndon, seconded by Committee Member Stoppelkamp that any prior unexcused absences that were a result of members not providing proper notification of their absence within the 24 hour time period as stated in the attendance policy be changed to excused and going forward from the date of this meeting (November 14, 2014) members are aware that they will be required to give a 24 hour advance notice if they will not be attending a meeting in order to receive an excused absence was approved unanimously.

Project Manager Matthew Schnars (Department of Community Development) pointed out that the attendance policy approved by the HSAC states that members could either e-mail or call Mr. Schnars or the Clerk's Office to request an excused absence.

Committee Member Forte-Brown noted that she had sent an e-mail prior to the October 15, 2014 requesting an excused absence because she would not be in attendance.

Motion by Committee Member Herndon, seconded by Committee Member Cummings to approve the minutes of the October 15, 2014 Special Meeting and October 22, 2014 Regular Meeting with modifications was approved.

Subject: Public Comment Period – James L. Alston, Triangle Veterans Wellness Outreach Center

James Alston, a 25-year Veteran, distributed a hand-out about Triangle Veterans Wellness Outreach Center (TVWOC), a new organization that he formed in June 2014. Some of the services offered by this organization include assistance with VA Claims, Veteran forums and seminars, Social Security filing, VA and Social Security appeals, obtaining documents such as DD214 and military and family outings.

Mr. Alston noted that future projects of TVWOC involve an Adult Day Care to help decrease the number of suicides among Veterans as well as building transitional and permanent housing on the same site.

Subject: Update on HMIS Transition Process

At its September meeting the HSAC adopted the CHIN Governance Committee's recommendation designating the Michigan Coalition Against Homelessness (MCAH) as the HMIS Administrator.

Project Manager Lloyd Schmeidler (Department of Community Development) provided an update on the transition process.

He reported that all of the CoC's across North Carolina have also adopted MCAH as their HMIS Administrator and staff is continuing to work with MCAH on creating transitioning plans. To assist in making this transition staff members from MCAH visited Raleigh in November. Chair Bowman, Committee Members McCollers and Williams were in attendance at this meeting.

As a result of various meetings, listening sessions and further conversation with the CHIN Governance Committee and the current HMIS Administrator, a detailed transition plan is being

prepared by MCAH and will be presented to the CHIN HMIS Governance Committee by December 15, 2014.

Mr. Schmeidler explained that the legal transfer of responsibilities of the HMIS Administrator is scheduled for May 1, 2015. The N.C. Housing Coalition will maintain legal responsibility for providing the HUD requirements. The Coalition will be responsible primarily for providing the HUD requirements as it relates to operating a homeless management information system. These requirements involve assisting with the completion of the Annual Homeless Assessment Report due to HUD by December 12, 2014 and after the Point-in-Time Count is completed at the end of January, a report of those homeless numbers is due to HUD by April 30, 2014 along with the Housing Inventory Count specifically dedicated for the homeless within the Durham community.

Additional comments and discussion followed regarding the transition process, the budget for the continued work of the N.C. Housing Coalition for the January – April time period, the cost structure under MCAH and any anticipated challenges with the transition.

Subject: HMIS Lead Agency Selection

Chair Bowman announced that the HSAC Performance Management Subcommittee recommends that the HSAC designate the N.C. Coalition to End Homelessness (NCCEH) as the HMIS Lead for the Durham CoC.

In response to Committee Member Herndon's question regarding what the cost would be, Mr. Schmeidler stated that the current HMIS grant that would be transferred is approximately \$55,700.00. He further explained that from this amount invoices would be received from MCAH for their cost for the Durham CoC and also a local system administrator would be hired and the funds would also be used for the percentage allowed by HUD for the administration of CoC grants.

Mr. Schnars informed the members that there is no additional cost associated with whatever decision they make concerning the selection of the Lead Agency. He pointed out that their decision will help staff get ahead of the game and move forward with the planning process.

Motion by Committee Member Tuttle seconded by Committee Member Forte-Brown to adopt the Performance Management Subcommittee's recommendation to designate the N.C. Coalition to End Homelessness (NCCEH) as the HMIS Lead Agency was unanimously approved.

According to Mr. Schmeidler staff foresees the transitioning of all the HMIS grants to the new HMIS Lead Agency by May 1, 2015.

Subject: Income Subcommittee – Jason Wimmer

Committee Member Wimmer gave an overview of the Income Subcommittee's progress.

- Subcommittee members include Lloyd Schmeidler (Staff Adviser), Jason Wimmer, Alexander Herring, Ann Young, Jackie Brown, Marion Moore, Kelly McClain, Candice Chilton, Glendola Beasley and Joanne Leslie Chambers.
- The group is continuously working on updating the visions of the HSAC Committees.
- An assessment concerning Project Homeless Connect was created in the form of a questionnaire to determine the needs of those individuals who came to the event.

This information made it possible for people to be connected to the appropriate service providers. 56 surveys were completed and approximately 60 referrals were made as a result of Project Homeless Connect.

- There are future plans to track the referrals that were made to make sure that the connections were made to the correct providers.
- Future meetings of the Income Subcommittee include discussing initiatives from the team such as the SOAR Initiative that helps people apply for SSI and SSDI, partnerships with Durham Technical Community College to help individuals with educational opportunities and also determining ways to connect homeless people to income resources and jobs.

Subject: 2015 Point-in-Time Count

Mr. Schnars stated that the 2015 Point-in-Time Count is January 28, 2015. He informed HSAC members about new HUD standards for the Point-in-Time Count and that an overview of these standards was included in their information packets. A planning subcommittee has been established for the Point-in-Time Count and they will be meeting in December and January.

Also, Mr. Schnars noted that the CoC will be evaluated by HUD and scored on its annual funding application on how well it adheres to the standards required to administer the Point-in-Time Count. He pointed out how important it was for the CoC to do well in implementing the Count.

Point-in-Time Count Volunteer training dates will be Monday, January 26, 2015 at 1:00 p.m. and Tuesday, January 27, 2015 at 6:00 p.m. in the Council Chambers in City Hall. No specific criteria is required.

In response to Committee Member Stoppelkamp's question concerning what happens if there is bad weather during the Point-in-Time Count, Mr. Schnars stated that HUD does not require an unsheltered count every year – it's required every other year. Therefore, a count is required this year and if there is adverse weather they will consult with the City, the County and the HSAC to determine a plan.

Mr. Schmeidler added that if bad weather prevented the Count from being held in January then they would seek a waiver from HUD to conduct the Count in February. He noted that Durham scored well in 2013 on the Point-in-Time Count.

Committee Member Herndon hopes that the Count would be used educationally. He feels there is a fair amount of people in the Country as well as the State who do not have a good handle on what homelessness is all about. Therefore, any opportunity that could be used as an educational opportunity would be helpful.

Mr. Schnars pointed out that the draft of the HSAC's Governance Charter does include language about the Point-in-Time Count.

At the request of Committee Member Tuttle, Mr. Schmeidler gave a summary of an event that involved the opening of 11 apartments by CASA for Veterans. The apartments are named Vinson Apartments after retired Federal Judge Alex Vinson who is a member of Reverend Tuttle's church.

The apartments are located on the corner of Sedgfield Street and Guess Road and are partially funded with a CoC grant that CASA received. There are plans to build another building with 12

more units for homeless Veterans. Healing with CAARE is providing supportive services as well as the V.A.

Subject: Announcements

Mr. Schmeidler gave a reminder about the showing of a film entitled “Something You Can Call Home.” The film will be shown on Friday, November 21, 2014 at Resurrection United Methodist Church on Old Chapel Hill Road at 7:00 p.m. According to Mr. Schmeidler, the film explores how homelessness affects different people in the community and profiles people in Wilmington, N.C.

Committee Member Stoppelkamp gave information about a board that he is part of that is doing a campaign referred to as the “Living Wage Certification” campaign.

Reminder from Mr. Schnars that the next two HSAC meetings have been adjusted due to the holiday in December 2014 and the Point-in-Time Count in January 2015. The meeting in December will be the 3rd Wednesday, December 17th and January’s meeting will be the 21st.

Subject: Adjourn

With no further business to come before the Committee, Chair Bowman adjourned the meeting at 4:22 p.m.

Respectfully Submitted

Sheila Bullock
Office of the City Clerk