

DURHAM HOMELESS SERVICES ADVISORY COMMITTEE

Wednesday, September 23, 2015

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 Mayme Webb-Bledsoe, Secretary Fred Stoppelkamp, Lindsey Jordan Arledge, VA Medical Center, Michael Becketts, Director Durham County Social Services (DSS) – proxy for Commissioner Page, City Manager Tom Bonfield, John Bowman, Interim Deputy County Manager Drew Cummings, Development Director Meredith Daye, Durham Housing Authority (DHA), Minnie Forte-Brown, DPS School Board, Calleen Herbert, North Carolina Central University, Dr. Warren Herndon, Angela Holmes, Pam Karriker, Christian Assembly, Charita McCollers, MSW, Lincoln Community Health Center and Ve'ga Swepson, Resource Specialist, Durham Technical Community College.

Committee Members Absent: Mayor Pro Tempore Cora Cole-McFadden, Vice-Chair Stephanie Williams, Edward Abdullah, Homeless & At-Risk Liason for DPS, Jackie Love, County Commissioner Michael Page (Michel Becketts proxy), and LaTasha Wilson (SAVE).

Excused Committee Members: Captain Stan Harris, Durham County Sheriff's Department, Lois Harvin-Ravin, Durham County Veterans Services Officer and Reverend Chris Tuttle, Westminster Presbyterian Church.

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

Also Present: Debbie Avolin (Salvation Army); Dr. Donna Biederman (Homeless Medical Respite); Tameka Bridgers (Salvation Army); Ryan Fehrman (Genesis Home); Brma Gilmer (Urban Ministries of Durham (UMD)); Irvin Hervey (NAMI/Durham); Syretta Hill (StepUp Durham); Seaira Hinnant (Housing for New Hope (HNH)); Stephen Hopkins (PAC 1 Co-Facilitator); Darius Hunt (Healing with CAARE, Inc.); Reverend Ernie Mills (Durham Rescue Mission (DRM)); Patrice Nelson (Urban Ministries of Durham (UMD)); Catherine Pliel (Durham Interfaith Hospitality Network); Gretchen Senez (Housing for New Hope (HFNH)); Monica Williams (Occupation Forward) and Pearlie Williams, NAMI Durham).

Subject: Call to Order/Welcome

Chair Webb-Bledsoe noted there was not a quorum. She read aloud the HSAC goals, called the meeting to order at 3:10 p.m. and welcomed everyone in attendance.

Subject: Public Comment Period

Chair Webb-Bledsoe recognized Patrice Nelson (UMD), Syretta Hill (StepUp Durham) and Committee Member, Dr. Warren Herndon as speakers during the public comment period.

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Ms. Nelson introduced Syretta Hill, the new Executive Director of StepUp Durham.

Ms. Hill gave a brief overview of StepUp Durham and its focus which is employment and life skills training. Their office is located at 1307 W. Knox Street, Durham, N.C. in the Walltown area. StepUp Durham will be hosting an Open House on October 12, 2015 from 9:00 a.m. – 5:00 p.m. and their Jobs Week will begin October 26, 2015. Ms. Hill thanked Ms. Nelson for inviting her and providing her an opportunity to come to today's HSAC meeting. She also expressed appreciation for the collaboration between StepUp and Urban Ministries.

Committee Member Herndon explained that he had just returned from visiting California and a few other states. He feels that there is a great opportunity in Durham to continue to build, grow and refine. However, he is concerned that Durham may be heading towards two cities – one of the “haves” and the other the “have nots.” Committee Member Herndon is asking that the HSAC continue to make sure that they support those families and most importantly, the children – their next generation – in ways to ensure that they grow up and have the same opportunities.

Committee Member Herndon commented that he has been informed of a wait list regarding the number of families and individuals waiting for vouchers for home placement. He understands that the number may be between 2,000 and 2,500 or even higher. He is requesting that department staff find out what that number is. Committee Member Herndon added that they must find ways for the quality of life for as many citizens as possible. In closing he feels that Durham has an opportunity to get it right and many other cities did not have that opportunity. He encourages members to be the voice of those who are having difficulties at this point in their lives.

Chair Webb-Bledsoe asked that a City staff person assist Committee Member Herndon in getting his requested information regarding the number of families and individuals waiting for vouchers.

Project Manager Lloyd Schmeidler, Community Development Department, responded they will be working with Durham Housing Authority (DHA) in identifying the length of the wait list for both public housing and housing choice vouchers. This information will be sent out to HSAC members as soon as possible.

Subject: Minutes Review & Approval – August 26, 2015

Motion by Committee Member Bowman, seconded by Committee Member Herndon to approve the HSAC minutes of August 26, 2015 was unanimously approved at 3:15 p.m.

Subject: 2015-2016 HSAC Meeting Schedule

In the absence of Committee Member Tuttle, Committee Member Karriker opened up the discussion about the 2015-2016 HSAC meeting schedule. She pointed out that as a follow up to Mayor Pro Tempore Cole-McFadden's request, the Structure Subcommittee was asked to review HSAC's meeting schedule and to possibly consider reducing the number of meetings held by the Committee. Per Committee Member Karriker, in order to reduce the number of meetings held, there would need to be a change to HSAC's Interlocal Agreement. She added that Mayor Pro Tempore Cole-McFadden is working on this matter.

Matt Schnars, Project Manager, Community Development Department, pointed out that originally the Structure Subcommittee had planned to recommend, as an option, that the HSAC meet every other month. However, the group would have to take into consideration that the Interlocal Agreement between the City and the County indicates that meetings will be monthly. Mayor Pro Tempore Cole-

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McFadden stated at the August 2015 meeting that she would be willing to address this issue with the City and County Officials.

Mr. Schnars presented a draft meeting schedule from the Structure Subcommittee for the HSAC's review and consideration. This schedule would include no meeting in December, January, March, May and July. The December and May meeting could still be full CoC meetings as the joint CEHD/HSAC meetings and not have these meetings be official HSAC adopted meeting dates. The time and location of the full CoC meetings could be potentially changed. He noted that the Point in Time Count is held in January and several HSAC members are involved in this event. The HSAC usually does not meet in July.

Secretary Stoppelkamp wanted clarity regarding whether the full CoC would still be held and the possibility that the time and location be adjusted. Mr. Schnars stated that a broader full CoC meeting could still be held but just adjust the time and location.

Committee Member Herndon asked if a location and time for the meetings had been identified. Mr. Schnars stated that they had not gotten that far yet. They are trying to get the schedule adopted.

Committee Member Bowman expressed that he was fine with having less formal meetings. However, members would need to realize that the Committees would need to be working when the body is not meeting so there will be full reports and active engagement. He further commented that it may require all HSAC members to recommit and sign up for subcommittees that they have not previously served on so that the work of the body can continue even though they are not meeting as a whole.

Motion by Committee Member Bowman seconded by Committee Member Forte-Brown that the HSAC adopt the Structure Subcommittee's recommendation on the 2015-2016 HSAC meeting schedule with the caveat that members become engaged with the appropriate subcommittees that they need to work on was approved at 3:23 p.m.

Committee Member Karriker commented that if the time and location of the full CoC meetings are adjusted, HSAC members also need to commit to attending those meetings. She suggested that those meetings be held somewhere else other than where the regular meetings are held and that they meet possibly in the evening. Committee Member Karriker felt this would be more convenient for the community as well as those people who have 9 to 5 jobs to attend.

Secretary Stoppelkamp asked that staff provide, at the October 28th HSAC meeting, a list of the subcommittees, their meeting times and who serves on the subcommittees. Mr. Schnars responded that all of this information is on the website on their calendar and he will make sure this is sent out. He also noted that the Structure Subcommittee is looking at the number of committees that are in operation and there may be a need for some consolidation of some of these committees.

In reference to Committee Member Karriker's comments concerning meeting locations, Committee Member Forte-Brown commented that having the meetings at the current location of the Durham County Human Services Building provides a central location, plenty of parking and new technology that the group needs. She would like for the group to consider having meetings at the current location with a space that accommodates a large number of people that already has everything that they need.

Chair Webb-Bledsoe asked that members spend some time focusing on the committees at their next HSAC meeting. She would like to make sure everyone is on the same page.

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Subject: HMIS By-Laws

HMIS By-Laws were drafted by the Statewide HMIS Governance Committee for approval of the 12 CoC's across North Carolina. Mr. Schmeidler presented an overview of the purpose of the By-Laws to HSAC members as well as information on the process for their development. Members received a copy of the draft By-Laws for their review and were given an opportunity to ask questions of HSAC staff.

Committee Member Forte-Brown agreed with *Section D* of the By-Laws under *Article V. Meetings and Attendance* pertaining to remote access being provided. She felt this was a good idea and something the HSAC should consider.

Further discussion followed concerning the initial vote by the CoC Lead Agency in reference to the By-Laws, staffing for the Governance Committee and the adoption of the budget by the Governance Committee for the HMIS statewide implementation.

Mr. Schmeidler stated that a vote on the draft HMIS By-Laws will be needed within the next month or two from the HSAC. Chair Webb-Bledsoe stated the group would vote at their next meeting.

Mr. Schmeidler also asked if HSAC members would like to extend an invitation to HUD's technical assistance person to be in attendance at the October HSAC meeting. The response from members was yes.

Subject: CoC Prioritization Policy

HUD requires the CoC to establish prioritization standards for housing persons experiencing homelessness. A draft policy entitled *CoC Prioritization Policies and Procedures for Documenting Chronic Homelessness* was presented for review to the HSAC. A summary of the policy was given by Mr. Schmeidler.

Mr. Schmeidler explained the process of flex bed assignments for Committee Member Herndon as a response to his question.

Stephen Hopkins, PAC 1 Co-Facilitator, expressed his concern over whether the chronically homeless population was growing and if so, he stated there needs to be a better way to address this issue. He pointed out that there is currently a crisis for one-bedroom units and people who have vouchers for one bedroom units are not able to find affordable and decent units.

Committee Member Cummings commented that he would like to receive feedback from providers on whether the prioritization policy will be helpful.

Additional comments took place concerning the severity of the chronically homeless situation.

Pearlie Williams, NAMI Durham, added that the chronically homeless population is increasing. She feels the community and churches are not doing their part.

Chair Webb-Bledsoe reminded members that no formal vote was presently needed on this item. However, the members will re-visit this subject at the next HSAC meeting.

Subject: HMIS License Allocation Policy

Mr. Schmeidler presented the HMIS User License Allocation and Use Policy for HSAC's review. He explained that this policy is intended to establish standards by which licenses are allocated and used.

Mr. Hopkins asked Mr. Schmeidler and Mr. Schnars to make sure that all PAC Co-Facilitators be sent copies of all of the policies discussed at this meeting. As Co-Facilitator for PAC 1, Mr. Hopkins stated that he would like to share it with his subcommittee. He added that in Durham, PAC 1 has the most homeless people in the system and most of the programs are in PAC 1 that handles the homeless population. Mr. Schmeidler stated that the policies will be sent to Mr. Hopkins who in turn can forward them to the PACs.

In responding to Durham Social Services Director Michael Becketts' question regarding the number of licenses, Mr. Schnars stated there are currently 53 in Durham and more can be bought individually. However, this will impact the statewide implementation. There is an annual renewal fee that gets rolled into the broader budget for future years.

Committee Member Forte-Brown pointed out that anyone getting a license must follow through with the data collection and the established mandates.

Mr. Hopkins noted there should not be more licenses than are needed. He asked for explanation of why there is a need for more licenses. In answering Mr. Hopkins question Mr. Schnars stated that there are some organizations that have licenses that are never used or used infrequently. He mentioned that they are trying to monitor this activity and if an organization has a license that is not being used they are asking the organizations do they really need the license and can someone else that needs more licenses use it.

More discussion and comments took place concerning the licenses and the purpose for the policy.

Subject: 2015 CoC & State ESG Update

The 2015 CoC application process began on September 17, 2015 and the application is due on November 20, 2015. The State ESG application is expected to be released within the next couple of weeks.

A power point presentation given by Mr. Schmeidler on the Notice of Funding Availability (NOFA) for the CoC included the following highlights:

- Timelines
 - HUD released the NOFA on November 17, 2015
 - HUD will release Tier 1 and Tier 2 amounts and the Permanent Housing Bonus amount available to each COC no earlier than October 9, 2015.
 - Deadline to complete the Collaborative Application and get it to HUD is before 8:00 p.m. on Friday November 20, 2015
- CoC Purpose
- HUD Policy Priorities
- Funding Tiers

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- Consolidated Application
- Project Applications
- New Project Applications
- Collaborative Application Scoring
- Project Scoring

Committee Member Cummings wanted to know if the scoring process was the same as in the past or have there been any changes. Mr. Schmeidler explained that it is a more thorough and detailed application. He noted that the previous maximum point value was possibly 150 last year so they are asking more questions. The focus is more on system performance and housing first.

Mr. Schnars added that the scoring was significantly different and clear in the sense you either you get the points or you don't.

Ryan Fehrman, Genesis Home, asked if Mr. Schnars and Mr. Schmeidler had seen anything that would cause the HSAC to revise the performance goals as a community.

Mr. Schmeidler stated that they are taking HUD's performance measures into consideration. Mr. Schnars added that the HSAC has had the advantage of having the performance measures and has been looking at performance in a way that other communities have not.

Subject: Medical Respite Update

On behalf of colleagues Sally Wilson and Julia Gamble, Dr. Donna Biederman, Homeless Medical Respite Team, provided an update on the Medical Respite pilot project that started in Durham last year. Her power point presentation covered some of the following topics:

- 29 Respite Referrals since the program began
- Referral Source
- Housing Status
- Benefits and Services obtained through the Respite Program
- Health System Use
- Hospital/Emergency Department visits/Primary Care
- Post Respite Stay Survey
- Next Steps
 - More formal evaluation is being done
 - Final 1-year report completed before the end of the year
 - Year two pilot is in progress

Ms. Williams asked about the people who are coming back to Durham from incarceration out of the penal system. She also wanted to know about those people who are felons, sex offenders and are hospitalized.

Dr. Bierdeman commented that she doesn't feel they are excluding anybody and based on their resource allocation they have to look at the biggest "bang for their buck." She thinks that developing partnerships with a larger penal system is certainly a possibility. Providing services at Lincoln is their primary connection to the medical respite program system through the Healthcare for Homeless Clinic or Duke.

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Chair Webb-Bledsoe stated that the hope is the pilot will end up proving something to someone so more funding will be available. Dr. Biederman stated the hope is also the cost savings to the health system, therefore the health system will invest as well.

Mr. Schnars announced that Dr. Biederman's students will be volunteering with Project Homeless Connect. He also informed the HSAC that a substantial amount of medical respite funding was available through the VA. However, because there were no applications received the money had to go back to Washington, DC.

In response to Mr. Schnars' announcement, Dr. Biederman noted that she had worked closely with Dr. Sharon Elliott-Bynum and that she is currently working with Dr. Elliott-Bynum's sister Carolyn Hunt. Dr. Biederman stated that CAARE is in the position to apply for the medical respite funding and hopefully when this money is made available again CAARE will be able to apply for the funding because this has always been Dr. Elliott-Bynum's vision.

Subject: Reminders - 2015 Project Homeless Connect

Chair Webb-Bledsoe reminded everyone the 2015 Project Homeless Connect will be held Friday, October 2, 2015 from 9:00 a.m. to 3:00 p.m. at the Durham Bulls Athletic Park (DBAP).

The next regular meeting of the HSAC is scheduled for Wednesday, October 28, 2015 at 3:00 p.m. in the 2nd floor conference room of the Durham County Human Services Building, 414 E. Main Street.

Subject: Adjourn

With no further business to come before the body, Chair Webb-Bledsoe adjourned the meeting at 4:35 p.m.

Respectfully Submitted

Sheila Bullock
Office of the City Clerk