

DURHAM HOMELESS SERVICES ADVISORY COMMITTEE

Wednesday, June 26, 2019

3:00 p.m.

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

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

Committee Members Present: Chair Charita McCollers, MSW (Lincoln Community Health Center/Federal Health Care for the Homeless); Vice-Chair Ellecia Thompson (Durham VA Medical Center); (Secretary Jonathan T. Crooms (Durham County Veteran Services Office – *Proxy for Lois Harvin Ravin, Director, Durham County Veterans Services Office*); Durham City Manager Thomas J. Bonfield; Heidi Carter, Durham County Commissioner, Drew Cummings, Chief of Staff (Durham County Manager’s Office); Alma Davis (Durham Crisis Response Center – *Proxy for Kathy Hodges, Durham Crisis Response Center*); Janeen Gordon (Durham County Social Services – *Proxy for County Commissioner Heidi Carter*); Calleen Herbert (NCCU Office of Community Engagement & Service); Angela Holmes (Former Homeless Representative for Durham County); Pam Karriker (Faith Community Representative for Durham County/Christian Assembly); Regina D. King (Faith Community Representative for the City of Durham); Melody Marshall, Homeless Liaison (Durham Public Schools); City Council Member Mark-Anthony Middleton (*Proxy for Mayor Steve Schewel*); Fred Stoppelkamp (Non-Profit Representative for Durham County); Ve’ga Swepson, Resource Specialist (Durham Technical Community College); Chris Toenes, MSW (Non-Profit Representative for the City of Durham/TROSA); Tony Tosh (Private Sector Representative for the City of Durham/Prosperity Recovery Services); Captain Helen Tripp (Durham County Emergency Medical Services (EMS) and Angela Vick-Lewis (Formerly Homeless Representative for the City of Durham).

Excused Committee Members: None

Committee Members Absent: Reverend Dr. B. Angeloe Burch, Sr. (Corporate Private Sector Representative for Durham County/Executive Director, African American Dance Ensemble); Xavier Cason (Durham Public School Board); Meredith Daye, Development Director (Durham Housing Authority); Captain Stan Harris (Durham County Sheriff’s Department); Director Lois Harvin-Ravin (Durham County Veteran Services – *Proxy Jonathan T. Crooms in attendance*); Kathy Hodges (Durham Crisis Response Center – *Proxy Alma Davis in attendance*); Alex Protzman (LIFE Skills Foundation); Mayor Steve Schewel (City of Durham – *Proxy City Council Member Mark-Anthony Middleton in attendance*); Tracy Stone-Dino (Alliance Behavioral Healthcare) and Mayme Webb-Bledsoe (Duke University).

Staff Present: Director Reginald J. Johnson, Assistant Director of Strategy Karen Lado, Project Manager II, Lloyd Schmeidler, Project Manager II, Hanaleah Hoberman, Project Analyst Keshia Barnette (Department of Community Development) and Senior Executive Assistant Sheila Bullock (Office of the City Clerk).

Also Present: Kim Crawford (NC ESG); Emily Carmody, Ehren Dohler (NCCEH); Amber Wade (Office of the Mayor, City of Durham); Rikki Gardner, Russ Pierce, Valarie Brown (Housing for New Hope); Ryan Fehrman (Families Moving Forward); Michelle Digsby, Lolita

2 Durham Homeless Services Advisory Committee – June 26, 2019

Crawford (Legal, Durham County Attorney); Joyce Cheraw (WakeUp Reach Up, Inc.); Larry Partee (NC HIV Prevention and Care Advisory Committee); Ruibe Holmes (NC ICCHP); Angela Holmes (Hillside High); Carolyn E. Hinton, Harvey Hinton, III, Rita Ferrell (Healing with CAARE, Inc.); K.C. Buchanan, Helena Cragg, Amber Esters (LGBTQ Center); Lisa Worth (DHHS – ESG); Quintisha China (Urban Ministries) and Taylor Davis (Durham Emergency Management).

Subject: Call to Order/Welcome

Chair McCollers called the meeting to order at 3:07 pm, noted that because there was no quorum the Committee would not be voting on the minutes at this time. She read the HSAC goals aloud.

Subject: Public Comment Period

Committee Member Stoppelkamp announced after serving three consecutive years for a total of nine years on the HSAC his term has officially expired. He expressed his gratitude and what a pleasure it was for having served on the HSAC. Committee Member Stoppelkamp shared a journey he experienced during his tenure on the HSAC while working and serving the homeless at Urban Ministries concerning a young homeless girl and her sister. He concluded his story by emphasizing the importance of the work that the HSAC is doing and added that all most homeless people need is a big break. He thanked everyone and encouraged them to continue working hard at what they do.

Subject: Minutes Review and Approval – May 22, 2019 HSAC Minutes

Motion by Committee Member Cummings, seconded by Commissioner Carter to approve the May 22, 2019 HSAC minutes was unanimously approved at 3:14 p.m.

Subject: HSAC and CoC Timeline

Project Manager II, Hanaleah Hoberman gave a power point presentation outlining an overview of the 2019 HSAC Summer Decisions. Ms. Hoberman hopes the presentation will help HSAC members understand the heavy levels of policy discussions, extended and special meetings that have been taking place and that will continue to occur throughout the summer. The presentation covered the following:

- Drivers of Heavy, Extended, and Added Meetings
- Coordinated Entry Timeline
- June Meeting
- July Special Meeting
- August HSAC Meeting and CoC Meeting
- Tentative Federal and State Funding Timelines

Chair McCollers pointed out that the next three months would be very labor-intensive with all of the policy making decisions and funding recommendations needed. She stressed the importance of having everyone in attendance at the upcoming HSAC meetings and to also read the policies and recommendations so they will be ready to move everything forward.

Subject: HSAC Endorsement of The HUB Charter

Chair McCollers explained that a request was made at the May 2019 HSAC meeting to revisit the conversation concerning questions or comments HSAC members may have surrounding the work being done by transition age youth and the partnership between Durham Public Schools. Committee Member Protzman presented The HUB Charter during the May 2019 meeting and HSAC's endorsement was needed for this item. No questions or comments were received from the Committee regarding the Charter.

Motion by Commissioner Carter, seconded by Committee Member Holmes to approve endorsement of The HUB Charter was approved. Nay: Committee Member King.

Subject: State ESG Office Presentation

Kim Crawford, North Carolina ESG Office provided a presentation on the process of ESG submission for 2019–2020. She stated that the tentative date for the 2019-2020 ESG RFA is July 16, 2019 and the tentative date for submission of the application is October 11, 2019. Ms. Crawford also noted that on August 13, 2019 -August 15, 2019 ESG information sessions on the application will be held. Her presentation included comments on adhering to ESG standards, HUD standards, what requirements and criteria need to be met by organizations and the importance of CoC participation by organizations. Ms. Crawford pointed out that after the August 2019 information sessions the State ESG Office will be available to meet one-on-one with organizations and also the ESG Office will e-mail information slides to Project Manager II Lloyd Schmeidler so everyone will have a power point on what the ESG priorities are.

Ryan Fehrman, Families Moving Forward, had a question about the situation that occurred last year where the Rapid Re-housing application through Healing with CAARE was approved by the HSAC and submitted to the state level. However, Healing with CAARE was not funded. Mr. Fehrman stated as a community a lot of money was left on the table that could have helped people. He wanted to know if it was going to be “crystal clear” before submitting to the state what the chances will be of having the state applicants funded so that they don't submit someone who will be withheld funding.

Ms. Crawford commented that they felt the application was crystal clear last year. She feels that if Healing with CAARE would like to come to one of the information sessions with their application from last year, the ESG office can speak with them regarding what they saw that needed to be addressed in order for funding to be provided. Ms. Crawford recommends anyone interested in and asking for funding to attend the sessions. Representatives from the State ESG Office will be in Asheville, NC on the 13th, Burlington, NC on the 14th, and Greenville, NC on the 16th from 10:00 am – 2:00 pm.

Chair McCollers asked if there was an opportunity for a meeting to be held in Durham with their partners that are interested in applying. Ms. Crawford stated to just call and schedule a meeting for Durham. Also, Chair McCollers commented that during Ms. Crawford's presentation she discussed the opportunity to resolve potential noes and mentioned if applications were received and a person did not answer yes to the “sober” requirement then the application should not be forwarded. In reference to this information, Chair McCollers asked what Ms. Crawford's recommendations would be to the HSAC regarding such projects as it relates to the body

4 Durham Homeless Services Advisory Committee – June 26, 2019

endorsing or submitting the application to the state so that there may be an opportunity to resolve something that may result in the possibility of funding.

Using the example of a domestic violence organization who is applying for shelter funds, Ms. Crawford said they ask about the organization's experience with shelter operations. A paragraph answer is given that does not discuss how to run the shelter. In a situation like this, ESG will notify the organization that they did not appropriately answer the question. She added that they have to follow certain criteria and if a particular organization is not adhering to a HUD regulation then her office can not recommend ESG funding.

In summarizing, Ms. Crawford's statement, Chair McCollers noted that if the body has an application that clearly does not adhere to a HUD mandated policy then that would be a reason why the body should not recommend the organization for ESG funding. Ms. Crawford responded yes.

Subject: Process for State ESG and City Homelessness Funding Applications

A power point on the proposed strategy for the application process for State ESG as well as City-funding for Emergency Shelter and Rapid Re-housing was given by Assistant Director Karen Lado, Department of Community Development. The power point included topics such as:

- Current Situation
- Proposal for FY19-20 (Single, coordinated funding application process for State ESG and City funding for rapid rehousing and emergency shelter)
- Rationale for the Change
- What would this look like?
 - City's ZoomGrant application portal
 - Applications reviewed by a committee consisting of City staff and HSAC representatives
 - Funding recommendations reviewed by the CAC
 - State ESG recommendations require HSAC approval
 - City funding recommendations require City Council approval as part of contracting process.

Ms. Lado pointed out that a separate meeting for providers will be held in order that they may come and ask questions.

Subject: Priorities for the 2019 State ESG Competition

Project Manager II Lloyd Schmeidler provided a summary of a memo presented to the HSAC at their May 2019 meeting regarding the 2019 Funding Priorities for State ESG Funding.

Motion by Committee Member Crooms, seconded by Committee Member Holmes for the HSAC to approve the recommendations for the 2019 Funding Priorities for State ESG Funding was unanimously approved.

Subject: Coordinated Entry Policies and Procedures

Ms. Hoberman reviewed changes made to the Coordinated Entry Policies and Procedures. She noted that changes have been highlighted within the document. Ms. Hoberman noted that the largest change included the Category 3 Homelessness which was not included in the original document.

Commissioner Carter was impressed with the policies and procedures. She thanked everyone who had input. In response to Commissioner Carter's question as to whether the Coordinated Entry Administrator had been hired and can the person's name be used instead of the position titles, Ms. Hoberman stated yes and explained the position is a contracted role that is being provided by a team of people at the North Carolina Coalition Against Homelessness. The group has already started doing a lot of the work of the contract and will be delivering trainings throughout July. They are working closely with Volunteers of America of the Carolinas in collaboration with the Department of Social Services and will be planning to work with other groups who have a major role such as the shelters.

Additional comments and discussion took place concerning coordinated entry, the front door system and its soft, slow roll-out in September 2019. Ms. Hoberman emphasized the fact that providers will always be aware from the beginning as to where people should go.

Commissioner Carter wanted to know how many Coordinated Entry Front Door Units exist. Ms. Hoberman stated currently there is CE Central with the intent of having another front door unit coming on at the start of 2020. Conversations have been held but right now they are just conversations. She anticipates the maximum of four HUBs over the next year, however, that may be an over estimate of the number of HUBs that they end of having.

Chair McCollers asked the HSAC to keep in mind as they vote on the policies and procedures that it is a living, breathing document and there will be a lot of trial and error to get it right. She stressed the importance of having something in place so they will be on time line to be ready for Coordinated Entry roll-out.

Ms. Hoberman wanted the Committee to understand what they were voting on. She explained that there are provisions in the policies and procedures document that once it is adopted, the HSAC is tasking a subcommittee that will be appointed at a later date to take on the on-going work of supervising additional changes to the policies and procedures. This appointed subcommittee will have the authority per the HSAC's vote of this document to bring change back to the HSAC should they consider it to be so substantial that it requires a full vote. Ms. Hoberman also noted that the HSAC will be voting on the document itself and not the attached addendums which are for informational purposes only.

Motion by Committee Member Karriker, seconded by Committee Member Holmes that the Coordinated Entry Policies and Procedures be approved was unanimously approved.

Subject: Announcements

Chair McCollers announced that this was the last meeting for HSAC members Mr. Fred Stoppelkamp and Mr. Tony Tosh whose terms have expired. She thanked them both for their

6 Durham Homeless Services Advisory Committee – June 26, 2019

service on the HSAC. Chair McCollers also noted the Special HSAC meeting that will take place in July, 2019.

Chair McCollers announced that Mayor Schewel proclaimed June 26, 2019 as Carolyn Elliott Hinton Day. Ms. Hinton was honored with a proclamation presented to her and read by Council Member Mark-Anthony Middleton recognizing her for over 45 years of dedicated service and her contribution to the City of Durham and surrounding counties as well as the establishment of Healing with CAARE, Inc. in conjunction with her sisters the late Pat Amechi and the late Dr. Sharon Elliott Bynum.

Remarks were made by Ms. Hinton as she thanked Council Member Middleton and everyone for honoring her.

Subject: Adjourn

Motion by Committee Member Holmes, seconded by Committee Member Toenes to adjourn the meeting was approved unanimously.

With no further business to come before the body, Chair McCollers adjourned the meeting at 4:25 p.m.

Respectfully Submitted

Sheila Bullock
Office of the City Clerk

NOTE: At the time of the June 26, 2019 HSAC meeting the next scheduled meeting was set for Wednesday, July 26, 2019. Since this time the date of the meeting has been changed to **Wednesday, July 31, 2019** at 2:30 p.m. and will be held at the Durham County Human Services Building, 414 E. Main Street, Durham, NC in the 2nd floor conference room.