



New York State Balance of State Continuum of Care

54th New York State Balance of State CoC Steering Committee Meeting

November 2, 2023
9:30am-11:00am

Steering Committee Attendees

Adam Anderson, Cattaraugus
Jodi Fuller, Cattaraugus
Toni Taylor, Cattaraugus
Crystal Narducci, Clinton
Randy Viele, Fulton
Commissioner Matthew Beck, Montgomery
Mary Carpenter, Montgomery
Ashley Brody, Putnam
Ann Ellsworth, Putnam
Stephen Munford (on behalf of Commissioner Donna Becker), Schoharie
Christy Houck, Schoharie
Meg Parsons, Schoharie
Colleen Haberzettl (on behalf of Commissioner John Liddle), Sullivan
Sarita Green, Sullivan
Deb Worden, Sullivan

Guests

Jennifer Schultz, Albany VA
Jenn Braun, Alliance for Positive Health
Denise Brodt, CARES of NY
Kelli Clark, CARES of NY
Megan Clark, CARES of NY
Liam Nugent, CARES of NY
Erin Reale, CARES of NY
Amanda Haley-Beaudette, ETC
Mary Ann Oliver, HUD Buffalo

Ex-Officio Members

Timothy Bethea, OTDA
Linda Camoin, OTDA
Heather Diamond, OTDA
Arden Estep, OTDA
Jason Gallacchi, OTDA
Sarah Watson, OTDA

Welcome and Introductions

Steering Committee Voting Actions

Previous Meeting Minutes

The October 5th Steering Committee meeting minutes were reviewed. A motion to approve the minutes was made by Jodi Fuller and seconded by Deb Worden. All attendees were in favor, none opposed.

Governance Charter Updates

The Governance Charter was updated to include language changes suggested by the Regional Racial Justice Advisory Committee (RRJAC.) Updates include a new section outlining the New York State Balance of State Continuum of Care's (NYS BoS CoC) values and formalizing the Lived Experience Advisory Board (LEAB) as a committee. A motion to accept the updated version of the Governance Charter was made by Jodi Fuller and seconded by Adam Anderson. All attendees were in favor, none opposed.

Rapid Rehousing (RRH) Policy

The Rapid Rehousing program manual was updated to combine the CoC RRH manual and the Emergency Solutions Grant (ESG) RRH manual and update the sample forms included in the manual. The policy will be emailed to the Steering Committee for vote.

Permanent Supportive Housing Policy

A new Permanent Supportive Housing program manual was created. The policy and related forms will be emailed to the Steering Committee for vote.

Point-in-Time (PIT) Count

The 2024 PIT Count will be held on the night of Tuesday January 30, 2024. Planning for the PIT Count will occur at upcoming Local Planning Body meetings.

Diversity Assessment Survey Analysis

The results of the Diversity Assessment Tool survey were compiled and reviewed. The purpose of the Diversity Assessment Tool is to determine if the NYS BoS CoC membership is reflective of the people being served by the CoC. Longitudinal Systems Analysis (LSA) data was compared with the data collected via the Diversity Assessment Tool. There were 75 responses from CoC members.

Open HMIS System Implementation

As part of the process of opening HMIS, a new consent form was created that combined the existing Coordinated Entry consent and an updated HMIS consent form that reflects an Open HMIS. This consent form also includes the Balance of State Vulnerability Assessment Tool (BoS-VAT) which will replace the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT). This will be deployed in the coming weeks and must be utilized at intake for new program participants and updated for current program participants. The HMIS will go live as an open system beginning January 1st.

Committee/Program Updates

Regional Racial Justice Advisory Committee (RRJAC)

The RRJAC continues to refine the Diversity Assessment Tool to reflect diversity and inclusivity. They have also been working toward establishing a Persons With Lived Experience committee in each participating CoC.

HMIS

CARES is working with Foothold, the HMIS vendor, to resolve several problems that arose with the implementation of the new data standards in October. The LSA will open in November and CARES is beginning to conduct data clean up in preparation for submission.

Data Committee

The Data Committee recently reviewed the FY2024 data standards and the updated HMIS/CE consent form and discussed the results of the Diversity Assessment Survey.

Emergency Housing Vouchers (EHV) Funding

EHV expenditure spreadsheets are due January 15. A reallocation of EHV nationwide is upcoming and the NYS BoS CoC may receive more vouchers. It is expected that these will be reallocated by HUD in February.

Stability Vouchers

The Housing Assistance Program of Essex County has been able to give those referred for a Stability Voucher in Clinton County a regular Section 8 voucher instead. The two Stability Vouchers allocated to Clinton County have been reallocated (one to Fulton County and one to Putnam County).

Schedule of Upcoming Meetings

Schoharie – November 13
Cattaraugus – November 15
Clinton – November 20
Putnam – November 20
Fulton – November 21
Herkimer – November 27
Montgomery – November 27
Sullivan – November 28
Steering Committee – December 7

Meeting adjourned at 10:57am.