



New York State Balance of State Continuum of Care

10th New York State Balance of State CoC Steering Committee Meeting

November 7, 2019
4 Tower Place, Albany, NY 12203
9:30am-11:00am

Steering Committee Attendees: Ann Ellsworth, Putnam; Gail Estey (on behalf of Anne Solar)*, Fulton/Montgomery; Scott McCumber*, Herkimer; Meg Parsons, Schoharie; Mike Piazza, Putnam; Kim Richardson (on behalf of Mike McMahon)*, Fulton/Montgomery; Janine Robitaille, Fulton/Montgomery

Guests: Candy Gurtler, Catholic Charities of Fulton/Montgomery; Amy Lacey, Catholic Charities Housing Office; Bill Lubin*, CAPTAIN; Allyson Thiessen, CARES

Ex-Officio Members: Linda Camoin, OTDA; Arden Estep, OTDA; Madeline Hehir*, OCFS; Rick Umholtz, OTDA; Sarah Watson*, OTDA

** indicates participant attended via WebEx*

Welcome and Introductions

On November 6th, CAPTAIN held a grand opening for their new office in Fulton County, located at the First Congregational United Church of Christ in Gloversville. Outreach and Rapid Rehousing services were also expanded in Montgomery and Saratoga Counties under OTDA's Solutions to End Homelessness Program (STEHP) funding.

Homeless Housing and Assistance Program (HHAP) awards were announced on October 30th.

Empire State Supportive Housing Initiative (ESSHI) reviews have been completed and conditional awards will be announced in the coming weeks.

Steering Committee Motions/Voting Actions

Previous Meeting Minutes

The October 3rd Steering Committee Meeting minutes were reviewed. There were no comments.

Support Letter Policy

A draft Support Letter policy and form were previously circulated via email for comment. It was suggested that the Support Letter policy include links to BoS CoC policies and to add a certification check box on the form to verify that entities requesting a support letter have reviewed the BoS CoC Governance Charter and policies. These documents have since been

updated and re-circulated for electronic approval on November 15, 2019. Acceptance of the Letter of Support Policy passed with a majority voting in favor.

New BoS Coverage Area Process

A timeline for possible expansion of the BoS CoC to include other areas was reviewed. Main points discussed include the following:

- Historically, the HUD NOFA allows for up to 25 merger points for two years.
- The term “merger” implies that other CoCs joining the BoS CoC are expected to follow BoS CoC structure and policies.
- Ann Ellsworth asked if a CoC can get too large. It was discussed that not all CoCs will want to join the BoS CoC, and there are only several known CoCs that have interest in joining. The existing CoCs already have operational projects.
- Representatives from the existing CoCs that have interest in exploring membership will participate in the next Steering Committee meeting and provide information about their existing Continuums and the process that they have undertaken to weigh participation in the BoS CoC.

A draft merger policy and application were previously circulated via email for comment. It was suggested that the Merger policy include links to BoS CoC policies and to add a certification check box on the form to verify that potential CoCs have reviewed the BoS CoC Governance Charter and policies. Another suggestion was to include space on the Merger Application form for CoCs to list current members including DV providers. These documents have since been updated and re-circulated for electronic approval on November 14, 2019. Acceptance of the Merger Policy and Application passed with a majority voting in favor.

HMIS Update

OTDA and CARES had a phone call to discuss previous concerns in Herkimer County regarding difficulties with HMIS. CARES is working with the HMIS vendor to explore the possibilities of creating an open HMIS system. Coordinated Entry updates should be implemented in HMIS by April 2020.

Allyson Thiessen reported that all DSS offices have been trained in HMIS and they are now working to enter retroactive data from October 1, 2018. HUD’s annual Longitudinal Systems Analysis (LSA) submission date is pushed back. This will allow CARES and service providers to enter more data to be included in the submission.

Allyson reported that CARES can run county-level, CoC-level or regional reports from HMIS.

Sub-Committee Updates

Coordinated Entry

All counties have held at least one Coordinated Entry meeting and are working toward implementing the VI-SPDAT and Prioritization List.

Local Planning Body Reports

Fulton/Montgomery

Candy Gurtler reported that Catholic Charities of Fulton/Montgomery has assisted 20 people since September 1st through the Rapid Rehousing Program.

IPH is looking to purchase a two-family house in Amsterdam to utilize as an SRO.

Schoharie

No updates.

Herkimer

Herkimer County experienced severe flooding on October 31st. The community is working on a disaster response, including temporary housing.

Scott McCumber reported that he is working with local churches and Herkimer DSS on the development of an overnight Warming Center for this winter.

Putnam

Legal Services of the Hudson Valley will be presenting at the next Putnam LPB meeting on the changes to the landlord-tenant laws.

The Rapid Rehousing contract in Putnam County has been executed. CoveCare is scheduled for HMIS training with CARES.

Future Actions

Point-in-Time Count

The BoS CoC needs to pick a date during last ten days of January to conduct the PIT Count. Potential dates will be discussed at LPB meetings and a final date will be decided upon at the next Steering Committee meeting.

FUP Vouchers

HUD released a NOFA for Family Unification Program (FUP) vouchers for public housing agencies in partnership with Public Child Welfare Agencies. It was announced that there would be an informational webinar on November 21st.

Trauma-Informed Care Training

The need for training about trauma-Informed care was identified in the BoS CoC's Action Plan. OTDA will be looking for LPBs to discuss the need or interest for trauma-informed care training for BoS CoC members.

Scheduling Items

Next Local Planning Body Meetings:

- Herkimer – November 18th
- Schoharie – November 20th
- Fulton/Montgomery – November 26th
- Putnam – November 14th

Next Steering Committee Meeting:

- December 5th

Meeting adjourned at 11:10am.