

CAPE & ISLANDS REGIONAL NETWORK ON HOMELESSNESS POLICY BOARD MEETING

DEPARTMENT/COMMITTEE: Policy Board	DATE: January 29, 2018	TIME: 9:00 AM
RECORDING: Kathie Callahan, Barnstable County Human Services	MEETING PLACE: Harborview Conference Room, Barnstable County Complex	
NEXT MEETING: March 26, 2018		
PRESENT: Beth Albert, Jean Challis, Anne Colwell, Maggi Flanagan, Gina Giambusso, Cathy Gibson, Lysetta Hurge-Putnam, Paul Melville, Barbara Milligan, Eddie Murphy, Heidi Nelson, Greg Quilty, Brenda Swain, Karen Tewhey, Mary Waygan, Katie Wibby		
Guests: Suzie Hauptmann, Elizabeth Wurfbain, Cassi Danzl, David ?, Mark Abbott, Staff: Lee Hamilton, Martha Taylor		
Unable to attend: Heather Harper, Edye Nesmith, Gina Hurley, Susan Mazzaralla, Beth Wade, Jane Banks		

- **Welcome & Introductions:** Beth Albert facilitated the meeting. Beth read the following statement “As many of you know Paula Schnepf was recently elected to the Barnstable Town Councilor. Based upon guidance from the state ethics commission, Paula has decided not to participate in any meetings where her role as a county employee could be construed as a conflict with her role as an elected municipal official”.
- **Approval of Minutes – November 27, 2017:** Paul Melville motioned to accept the Minutes of November 27, 2017, seconded by Cathy Gibson. Minutes unanimously approved with Brenda Swain and Katie Wibby abstaining.
- **Presentation: Falmouth Homeless Initiatives – Suzie Hauptmann and Mark Abbott:** Suzie reported that the town of Falmouth has increased coordination with service providers around essential services for Falmouth residents. The Essential Services Network was formed to work on more coordinated efforts to provide services and resources to residents. Initially a Drop-in coffee hour was held on several days per week to connect with individuals needing services and case management. This effort has now evolved into regular monthly meetings with area providers to discuss community needs and collaborations. Resource cards were developed and distributed widely including Falmouth Hospital Emergency Department, Police Department and others. HAC was awarded a \$20,000 grant to prove a part time Homeless Outreach Worker who works out of the Town of Falmouth Human Services. Deb McDonald was hired to provide case management and works in the town of Falmouth two days per week. Since July 2017 Deb has met with more than 80 individuals to assist with coordination of services including housing prevention strategies. “Belonging to Each Other” is a privately funded group in Falmouth coordinated by Alan Burt. The group has rented 2 homes from December to March to provide housing and service coordination to homeless individuals. Brenda Swain reported that meetings have been coordinated with housing providers to make sure services were consistent.

➤ **Emergency Response to Extreme Weather Events:**

On January 3, 2018 the Regional Network convened a meeting at the Federated Church in Hyannis to check in with the many efforts underway to shelter homeless individuals during the recent extreme cold weather. St. Joseph's shelter has opened its overflow beds (10) and they remain filled. The Town of Barnstable Police Department is paying a local motel to house individuals for a one-week period. Duffy Health Center is the fiscal agent for the In from the Streets program which houses individuals in hotels, normally IFTS is used to support those who are medically fragile or unable to stay at the emergency shelter, however due to the prolonged extreme cold weather, IFTS has been helping anyone in need. There is communication between the shelter and Duffy staff to respond to those individuals who may need IFTS assistance. Due to the high demand for IFTS support additional funds will need to be identified to replenish the coffers. IFTS is a regional program, in which several towns contribute annually in addition to United Way funds in previous years. Heidi clarified that there is a request pending to the Town of Barnstable to support IFTS, this is the annual request, the last request to Barnstable was 15 months ago. The group in attendance at the 1/3/18 meeting agreed that for the remainder of this season, efforts would be made to find additional funding for IFTS, however planning needs to be undertaken for next year. To this end, several efforts have been made to solicit additional funds to support IFTS. A group will be formed to look at an emergency shelter coordinated response planning for next year. As a first step, Beth spoke with Sean O'Brien, Director of Barnstable County Health Department and a member of the Barnstable County Regional Emergency Planning Committee who coordinates the partners of the Regional Emergency Shelter system.

Eddie Murphy noted that Elder Services also has some funding for individuals age 60+ for emergency services including short term hotel stays.

Karen Tewey reported that Martha's Vineyard has a similar "In from the Streets" program but is lacking in funding to expand the program to meet the needs of island residents.

➤ **Continuum of Care (CoC):**

- **FY2017 CoC Funding:** Beth Albert reviewed the FY2017 Funding announcement. Barnstable County is the collaborative applicant who assists with the consolidated application to HUD for funding for chronically homelessness individuals. She reviewed the application process, review and scoring of projects and request for funding process. HUD awarded \$1,598,108 to this region for FY17 and eliminated funding for programs in Tier 2. Two new programs were funded, a reallocation project and a bonus project. On 1/24/18 a planning meeting was held with all CoC grantees to coordinate strategies to ensure grantees who lost funding are assisting individuals who may be impacted by this reduction in funding.
- **CES update:** The Cape and Islands Regional Network's Coordinated Entry System (CES) is fully operational. Updates to Section 3 – Prevention and Diversion and Section 4 – Rapid Rehousing of the CES P&P manual were presented and explained. Essentially these sections address a coordinated entry for ESG funds which HAC administers. Cassi Danzl from HAC and Paula Schnepf developed these P&P. Mary Waygan motioned, seconded by Cathy Taylor to adopt Section 3 – Accessing ESG

Prevention and Section 4 -Rapid Rehousing resources in the CES Policies and Procedure Manual. The motion was unanimously approved.

- **Regional Call-Line:** As a response to developing a coordinated entry system, the Department of Human Services has been tasked with developing a regional call line. A scope of work and budget will be presented to Jack Yunits, Barnstable County Administrator by the end of March 2018. Planning is underway with program staff and the Regional Network Coordinator.
- **2018 Point in Time (PIT) Count:** Martha Taylor is coordinating the efforts for the Annual PIT count for the night of January 30 into January 31, 2018. The PIT count is conducted annually during the last two weeks of January and is a "snapshot" of the number of sheltered and unsheltered homeless individuals and families. Members of the Cape and Islands Regional Network on Homelessness, outreach workers, faith-based organizations, social service organizations, and a host of volunteers from a variety of backgrounds are trained and organized to go out into the community and conduct face-to-face surveys of people who are homeless. Data is also gathered from the HMIS system. Aggregate data is sent to HUD for their homeless census report. The State also issues an RFP each year for an online youth survey.
- Unaccompanied Youth Survey RFP was issued by DHCD and the Regional Network Executive Committee endorsed Homeless Prevention Council to respond to the RFP for the CoC. HPC has a homeless youth outreach initiative and was the Network's agency who conducted the survey in 2017.
- **Homeless Data Warehouse Proposal:** The C&I CoC seeks approval from the Policy Board to participate in a statewide HMIS Homelessness Data Warehouse (DW) at the Tier 2 level. Written confirmation that a vote has been taken by the CoC governing body endorsing our participation must be received by the Interagency Council on Housing and Homelessness (ICHH) by February 15, 2018.

The Regional Network Executive Committee reviewed the proposal at its December 2017 and January 2018 meetings and recommended that the DW proposal be brought to the Policy Board for adoption.

Martha Taylor reviewed the background, purpose, structure, potential benefits, limitations, requirements for participation in Tier 2, investment by the State and the CoCs, and the timeline for the Statewide HMIS Data Warehouse Proposal. The Commonwealth of MA has been working to develop an integrated Data System (IDS) that will span all departments of state government and the Data Warehouse will be one piece of the system. The statewide HMIS Data Warehouse is intended to make available anonymous and de-identified data for reporting and research purposes (Tier 1) and personal and identifiable data for reporting and care coordination purposes (Tier 2); standardize data sharing practices across CoCs; and support statewide efforts to better allocate resources, secure funding, and leverage existing programs and services across systems of care.

Several Policy Board members raised regarding privacy and security safeguards in regard to client level data in the Tier 2 DW. After some discussion, Katherine Wibby moved, and Mary Waygan seconded that the Cape and Islands Regional Network will participate in the statewide HMIS Data Warehouse at the Tier 2 Level and secure a seat on the governing board. Further, the Policy Board will defer the authorization of full participation and transfer of the identifiable client-level records to the statewide HMIS Data Warehouse until a future vote by this Policy Board. Unanimously approved, with Lysetta Hurge-Putnam abstaining.

- **Annual Meeting: Monday, March 26, 2018:** A nominating committee consisting of Beth Albert, Barbara Milligan and Cathy Gibson will be reviewing the current membership of the Policy Board and putting forth nominations for the 2018-2019 Policy Board membership. If you wish to participate on this committee please contact Beth Albert. Beth will also be soliciting agenda items for the March 26, 2018 Annual Meeting Agenda.
- **Meeting adjourned:** Meeting adjourned at 10:45 AM. The next meeting is scheduled for March 26, 2018

Respectfully submitted: Kathie Callahan