



**Minutes: 2<sup>nd</sup> Quarter BOSCO Local Representatives Meeting**

April 20, 2017

*PRESENT:*

Karia Basta (ADOH)

David Bridge (ADOH)

Joy Johnson (ADOH)

Glennifer Mosher (ADOH)

Michele Meyerkorth (ADOH)

Candee Stanton (Consultant)

Cindy Furrh (Apache/Navajo)

Marilyn Johnson (Apache/Navajo)

Kathy Calabrese (Cochise)

Jessica Sueskind (Cochise)

Camie Rasband (Coconino)

Lauren Randel (Coconino)

Liliana Cruz (La Paz)

Jennifer Burch (Mohave)

Terry Baughn (Mohave)

Suzanne Payan (Pinal)

Nick Wood (Yavapai)

Brenda McAdams (Yuma)

Megan Lee (WTP)

Sasha Hawman (CPI)

Annette Church (CPSA)

Barb Mikkelsen (HCIC)

Karin Uhlich (Cenpatico)

Erin Cochran (AZCEH)

Joan Serviss (AZCEH)

Danelle Valenzuela (AHCCCS)

Shantae Smith (CIR)

Michelle Thomas (CIR)

Karia Lee Basta welcomed everyone and introductions followed.

Karia introduced David Bridge, the new COC Coordinator at ADOH and explained he will be the new contact. His information is on the agenda. Karia will focus more on projects, including RRH. ADOH as the State covered in with RRH funds with \$1M in the BOS and the \$2M recently granted to Pima County.

How would you like to include others as attendees to the meetings? Getting the areas engaged is the responsibility of the lead agency. Getting them engaged means getting data and without that data, we

risk losing money. Thank you for doing a great job but we need to be able to score even better to continue to get funding. We are registered to compete in the next NOFA. The Grant Inventory Worksheet (GIW) is out so we will be reaching out to you for input. The State agencies that are invited to this meeting include DES and AHCCCS. (Kelli Donnelly Williams is the new AHCCCS Housing Coordinator.) The RHBAs, CIR, and AZCEH are also invited. Jennifer Burch would like anyone who is in charge of using HMIS, the agency administrators, should be present as HMIS is the driving force in getting data. Candee Stanton stated if the meetings get too big, the focus of the representatives in planning might be overshadowed. Kathy Calabrese agreed with Candee. Please be sure to let ADOH know what you would like discussed at these meetings and it will be included on the agenda. These meetings are for the BOS, not ADOH.

### **Landlord Mitigation:**

This statewide program will be administered by Catholic Charities and will be a tool to get landlords engaged. The funds can be used for: a) a limited amount of damages; b) vacancy reimbursement if a client leaves early; and c) deposit to hold an apartment. The agency involved must be using HMIS, Coordinated Entry, be involved with a local continuum, etc. Cindy Furrh: "Has we made any progress on getting clients with felonies into low income housing?" Karia let us know that Director Traylor is having conversations with the Department of Corrections, as this might be something ADOH will be putting funds into. Otherwise, Karia has not been able to work on. Kathy Calabrese asked if the Landlord Mitigation funds could be used as an incentive to rent to those with felonies. This is something to look into. We discussed HUD's Equal Access Rule, which essentially states the landlords need to look at a felony on a case-by-case basis. Kathy Calabrese would like Southwest Fair Housing Council to do some training on this rule.

*Action Item: Joy Johnson will send out information on the HUD's Equal Access Rule.*

### **Data:**

The PIT showed 631 households and 722 total persons were unsheltered and this needs to be our focus. VI-SPDATs increased from ten percent (10%) to twenty-five percent (25%) completed. Jennifer Burch thanked Catholic Charities for their awesome work with the completion of the VI-SPDATs. Terry Baughn would like to know if this PIT data could be shared. The preliminary report will be approved by the Governance Advisory Board tomorrow and then posted on the website. The unsheltered numbers decreased, especially veterans. It is not about just reducing the numbers but having a system in place to work with all entities to end homelessness. NOT I, BUT WE. What does it take to accomplish this? The survey results were much better this year. Kathy Calabrese would like access to the survey earlier in the year to provide more training. The PIT numbers will be submitted next week. A huge thank you to Candee Stanton for all her hard work in compiling the numbers.

The number of exits in the BOS is being measure from the data in HMIS, regardless if the entity is receiving HUD funding. The highest number of negative exits occur in the first six (6) months of being

housed. We need to work with those clients to ensure we get them to be successful. What determines if staying with family/friends is temporary or permanent? The narrative box needs to be populated with information on exits. The highest number of clients with negative exits of returning to jail occurred in Yuma. We need to work with the right stakeholders to prevent this. The highest number of positive exits occurred after three (3) years of assistance.

The direction of data being retrieved from HMIS without ADOH having the ability to review before submission is near. APRs will now be submitted in Sage. You need to review the detail report and update as appropriate before sending to ADOH. It is highly recommended to review this data bi-monthly. The goal of achieving data at one-hundred percent (100%) is vitally important. It is not just about having the data but having the right data. As the local lead, it is your responsibility to get all stakeholders to enter quality data, even if they do not receive HUD funding. It was suggested having the APR detail report reviewed with each stakeholder at the local meetings.

Entry of Performance Measures are required by HUD. We will be discussing with the Governance Advisory Board on how Performance Measures can be used to rank the programs for the NOFA.

**COC Updates and Coordinated Entry:**

Brenda McAdams provided an update on Yuma County. Crossroads Mission is not participating. WACOG is a big player. She has a couple of providers who consistently attend the monthly meetings. Jennifer Burch shared her success of how e-mail blasts work to spread the information. Camie Rasband will work on getting a contact for Brenda for the faith-based mission.

Cindy Furrh reported she is rebuilding the local continuum. USDA will be making a presentation. Health Choice and the Navajo County Sheriff's Office have been of great assistance. Cindy is not welcome to attend the local group for White Mountain in Show Low. Any recruiting ideas would be greatly appreciated. HMIS and Coordinated Entry are not priorities for some of the entities in Apache and Navajo Counties. Kathy Calabrese asked about printed material (a brochure) that could be used around the State about what we do. A paragraph or so with a statement from Director Traylor would be a huge boost. Kathy would be happy to work on it if the group would like to assist. A BOS website is something David will be working on. Links to the different counties and local COCs would be a great feature.

*Action Item: Karia will follow up with Betsy Long on having DES work with the local continuums.*

*Action Item: Submit suggestions for the website to David at [david.bridge@azhousing.gov](mailto:david.bridge@azhousing.gov).*

Jennifer Burch announced two (2) subcommittees were merged to create a case conferencing group. The goal is to bring some non-participating agencies on board with HMIS. Terry Baughn has been

doing Coordinated Entry to get familiar with HMIS. Meetings every month do not work. They are establishing formal protocols for case conferencing and working on getting other agencies involved.

Kathy Calabrese in Cochise County is having issues with the By-Name List and will work with Glennifer Mosher and Shantae Smith to correct. Kathy is unsure who is doing VI-SPDATs. Coordinated Entry is a key component.

Camie Rasband explained the Coconino COC meets every other month. The executive team meets the opposite months and chairs the committees: INSERT COMMITTEES. The Front Door entry with one (1) common intake is working. The hours of operation are daily from 9:00 - 3:00 Monday - Friday. Weekly in person meeting are conducted for case conferencing. These meetings are led by a McKinney-Vento liaison. A lot of positive feedback has been received. As Flagstaff Shelter Service and Catholic Charities cannot continue to fund this endeavor, they are working on securing funding. Keeping people engaged is important as well as making decisions by a group consensus.

*Action Item: Camie Rasband will compile figures on the cost of running the Front Door program.*

*Action Item: Camie Rasband will share the intake packet and MOUs.*

Nick Wood shared the Yavapai Collective Impact Group has five (5) subcommittees and meets monthly. Coordinated Entry and the By-Name List are the priority. Case conferencing is done weekly in person. The group is working on a Front Door approach in Prescott. The Coalition for Compassion and Justice will be assisting. Thirty (30) units were filled since April 1<sup>st</sup>!

Suzanne Payan reported the first meeting in Casa Grande had ten (10) in attendance. Behavioral health and the City of Casa Grande attended. The veteran's group did not attend. The men's shelter is reopening for families.

La Paz had their first meeting on March 7<sup>th</sup> reported Liliana Cruz. La Paz has very few resources making housing and transportation obstacles. Brenda McAdams will attend their next meeting on May 2<sup>nd</sup>. La Paz has not had any sort of network/coalition/etc. in at least ten (10) years.

Would it be beneficial to create a statewide Coordinated Entry committee? HUD has a directive of how Coordinated Entry needs to work. This committee can work on the policies that everyone can use. Cindy Furrh likes the idea but stressed AHCCCS, DES, and the RHBA's need to be present at these committee meetings. David Bridge will commit to getting the right partners to the meetings if we create this committee. The formation of this committee needs to be approved by the Governance Advisory Board.

Director Traylor discussed the importance of Coordinated Entry and the use of the VI-SPDAT. Case management goes hand in hand with these. Approximately 320 individuals will be housed with the RRH funding. This success needs to be celebrated but the real celebration will be in a year when these individuals are still housed. RRH in the BOS will be funded again by ADOH for the coming year. Increasing efforts with RRH and employment is a focus. Jennifer Burch commented how emergency prevention is still an important element to stop homelessness before it happens. Karia explained ten percent (10%) of the grant could be used for prevention. This percentage might be increased but we would need to figures to support it. Cindy Furrh said spending several months of funding to try to keep a client housed is not always the best practice if in the end, the client is no better off. Camie Rasband relied preventing an eviction from being on a record is beneficial. Focusing on keeping a person off the street, using the lease amount of funding is the goal. Director Traylor said we will be gathering with the partners in the BOS each month to understand challenges and celebrate successes. Teleconferencing or a go-to meeting was suggested as in person meetings are too difficult. Kathy Calabrese gave a thank you to ADOH for the support and Director Traylor emphasized this was a partnership!

### **COC Operations Handbook:**

A draft of this document was distributed. A reformatted copy is included with these minutes. Use this as the standard framework in your local continuums.

### **Training:**

Feedback was provided to AZCEH based on the last Governance Advisory Board meeting. A survey will be distributed asking for the specific training needs. Coordinated Entry seems to be a huge need. Motivational interviewing and trauma informed care were suggested by the Governance Advisory Board. The trainings would be based regionally but would be standardized for the State. Content experts wanting to share their knowledge will be addressed on the survey. When traveling to attend training, it would be optimal to have a full day session. Connecting with the RHBAs is important as they might offer training we could utilize. Karin Uhlich stated Cenpatico wants to be involved in training. We can use the planning grant funding to have training be free; the cost of travel would be the only expense. The survey will be reviewed by the Governance Advisory Board. Karin Uhlich suggested credentialing for some of the training.

### **RRH Standards:**

A follow up meeting is scheduled for May in Flagstaff to review the standards and receive feedback from the RHBAs.

### **HMIS:**

Glennifer shared a preview of the Cliq reports. We had discussion on data sharing and Coordinated Entry.

It was asked if the October quarterly meeting be moved to the day after the AZCEH conference. The conference is October 2<sup>nd</sup> and 3<sup>rd</sup>, which would move the quarterly meeting to October 4<sup>th</sup>. We will try to arrange this.

Jessica Sueskind asked if a copy of the roster could be provided so we could connect with the other attendees of the quarterly meetings.

The meeting was adjourned and a thank you and wishes for safe travels were extended.