

Housing Continuum of Care – Bucks County, Executive Committee Meeting Minutes

February 19, 2016

Present: Matt Uhler, Don Detweiler, Rich Aichele, Joyce Schug, Tracy Mellor, Stefanie Hendel, Joelle Pitts, Deborah Kirkner, Marlene Piasecki, Roger Collins

Absent: Marti Woglom, Deb Neidhardt, Jon Rubin, Erin Lukoss

Approval of January 15, 2016 Minutes (Don Detweiler): Rich Aichele made the motion to approve the minutes of the January 15, 2016 meeting. The motion was seconded by Tracy Mellor. All approved, none opposed.

HAB update (Roger): There is a meeting scheduled for March 9. They are working on setting up a day when the people working on enhanced housing link, the HAB, and the people working on the financial profile can get together. This would be the first time that a full financial profile would be available. The enhanced housing link is closely tied to how the housing system is being restructured. Some considerations being discussed include an evolution in which housing and community development would focus more on housing issues while human services would focus more on the case management part of the system. Because there are limits on discretionary funds, it's unlikely that the two will ever be completely separated. In terms of the HAB and the financial profile, this is a three step process of identifying what is, figuring out what we want it to be, and then figuring out the action steps needed to get there. We are still in the "what is" phase. We need to get to the point of acknowledging the reality of how we're currently funded and then figure out where we want to take that. Work continues to be done to update the performance improvement calculator by combining HMIS data with financial data. There was discussion about the costs of the housing link system as well as some of the original estimates used to determine the case management side of the assessment process. Roger emphasized that when looking at county support, we need to look at the housing system as a whole and not the individual components or programs. As it stands now, the housing link system is underfunded. There was also discussion on the development of a prioritized waiting list as well as the list(s) within the department of mental health. In housing, the priority waitlist would be based on the data in HMIS. There are some technical issues with ClientTrack that, once worked out, would help establish this prioritized waitlist. The goal is to be operation by April.

Section 8 Local Preference (Rich): The next meeting is on the March 18th. To date, they have referred about 60 families to the Housing Authority. While already experiences success, the committee has talked about becoming more selective in their recommendations to ensure an even higher rate of success. They have had particularly good results in ensuring families are referred with all of the proper paper work in order. There was discussion about including these families in the HMIS system so that they could be tracked. Marlene suggested that thought be put in to how we might measure the impact of this program – feeling that the impact is greater than we fully realize or publicly acknowledge.

CoC Award Reporting (Deb Kirkner): Deb had sent out an email with instructions on how to handle reporting from 2014 onward. She will put together a document that indicates what pieces of

documentation are missing so that everyone can make sure that their information is on file. This documentation includes award notifications and relevant correspondence with HUD.

MH/DP HUD Monitoring (Joyce): HUD will be sending a representative out to Penndel Mental Health in the coming week. Stefanie indicated that the county will also be meeting with a representative from HUD.

PIT Update (Stefanie): The PIT count had over 40 volunteers and the preliminary count was at 530 people, of whom 30 were counted as unsheltered (on the street, in a tent, car, etc.). This count is about a 9% increase from last year's count. While the sheltered count has increased, Stefanie believes it is due to a higher utilization rate. 13 veterans were counted and any veteran interested in services was referred to the proper service providers.

Stefanie also mentioned that housing link case management team is working on creating a list of commonly referred community services. As it stands now, the list is too narrow/specific and the workgroup probably needs to be expanded.

HCoC Elections (Don): We are scheduled to have elections at the April meeting. After some discussion about possible changes to the bylaws to stagger member terms, it was recommended that any changes to bylaws regarding elections and/or term limits and vacancies be put on hold until the HAB has presented its recommendations. All current members agreed to either complete the second of their two year term or run for another two years. A slate of candidates will be presented to the general membership and nominations from the membership will be accepted in advance of the elections.

Notes submitted by Matt Uhler, Secretary HCoC-BC