

Idaho Homelessness Coordinating Committee

Minutes

January 4, 2018

10:00 am – 12:00 pm MST

Conference Call

Voting members present:

Chairperson: Brady Ellis, IHFA

Region 1: Jeff Conroy, Saint Vincent de Paul

Region 2: Steve Bonnar, Sojourners Alliance

Region 3: Nancy Tuttle, Salvation Army Nampa

Region 4: BJ Stensland, Aid for Friends

Region 6: Bill Campbell, CLUB Inc.

Boise COC: Absent

ID Dept. of Labor: Rico Barrera

ID Dept. of Health and Welfare: Alacia Handy

ID Dept. of Education: Absent

ID Dept. of Corrections: Absent

ID Dept. of Commerce: Absent

Veterans Affairs: Absent

Non-voting members present:

Stephanie Brastrup, Ada County Sheriff's Office

Andrea Moore, Idaho Housing and Finance Association

Dana Wiemiller, Idaho Housing and Finance Association

Jennifer Otto, Idaho Housing and Finance Association

Lisa Steele, Idaho Housing and Finance Association

Lori Stewart, Idaho Housing and Finance Association

Shawn Walters, Idaho Housing and Finance Association

Sheri Cook, Idaho Housing and Finance Association

Section 1 | Call to Order

Brady Ellis called the meeting to order and took roll. Eight voting members were present.

Section 2 | Review/Approve

Section 2 a. | Prior Meeting Minutes

Brady introduced the minutes and requested their review. No questions, comments, or alterations were suggested.

Brad requested a motion to formally approve the prior meeting minutes.

Motion: Bill Campbell

Supporting Motion: Jeff Conroy

Vote: None opposed

Motion approved.

Section 2 b. | New Advisory Board Member

Shawn introduced what advisory board members are and where the IHCC Operating Guidelines state that IHCC needs advisory board members.

Advisory members will represent populations that are not necessarily included in the voting member requirements of the IHCC. According to Article V, Section 2, these advisory members may include individuals who run projects or who are experiencing a substance use disorder, HIV/AIDS, veterans, chronically homeless, unaccompanied youth and more.

Under Article V, Section 3 in the operating guidelines, it states the benefits and responsibilities of advisory members including access to training and technical assistance opportunities, as well as attendance at quarterly IHCC Board Meetings.

Shawn requested the board to consider Stephanie Brastrup of Ada County Sheriff's Office for an Advisory Board Position representing a law enforcement agency. She is the Court Services Bureau Programs Supervisor, representing inmates as they transition back into mainstream society. She deals with incarcerated individuals both entering and exiting jail who are experiencing homelessness. In addition to her current career, Stephanie has previous exposure to IHCC sponsored programs. Previously she worked for Advocates Against Family Violence, a domestic violence victim services agency located in Caldwell, Idaho. As a member of the IHCC, she hopes to gain more resources for individuals in jail to not return to homelessness. She wants to work with IHCC to minimize the cycle of homelessness in Idaho.

Brady requested a motion to formally approve Stephanie Brastrup as an advisory board member.

Motion: Nancy Tuttle

Supporting Motion: Jeff Conroy

Vote: None opposed

Motion approved.

Section 2 c. | Quarterly Report Addition: LOS Report

Jennifer presented a suggestion to the committee to add a length of stay (LOS) report to the data reports HMIS reports each quarter. The length of stay will be broken down for each grant type, Emergency Shelter, Transitional Housing, Rapid Rehousing, and Permanent Housing. For each grant type, the report will list the number of clients, how long each client stayed, the average length of stay overall and the average LOS for each program that enters data in HMIS. Jennifer noted that projects that voluntarily enter their data into HMIS are noted with Vol at the end of their project name. Jennifer wants this LOS report to guide IHCC strategic planning efforts.

Discussion: Sheri suggested that CMIS data should be included in future reports. Jennifer agreed and will look to make that happen in the future.

Brady requested a motion to formally add the length of stay report to the quarterly reports.

Motion: BJ Stensland

Supporting Motion: Jeff Conroy
Vote: None opposed
Motion approved.

Section 2 d. | Homeless Connect Operating Procedures

Dana presented revisions made to Homeless Connect Operating Procedures.

In October, the Board approved the Operating Procedures with an understanding that the assessment process may be revised based on the committee's final recommendation. After significant discussion among committee members, along with additional input from interested providers and stakeholders, the committee voted to implement a modified assessment process. This modified process will mitigate fair housing concerns about prioritization based on severity of service need and ensure compliance with the HUD implementation deadline of January 23, 2018.

The Operating Procedure changes eliminate the use of the VI-SPDAT as the prioritization assessment tool. The Homeless Connect tool will now be a CoC-developed vulnerability and service needs assessment. The results of this tool will not be used to prioritize clients but will help inform housing intervention discussions and referrals. Instead, clients will be prioritized based on their length of time homeless. In cases that length of time homeless are equal, additional criteria will be consider for different sub-populations such as veterans, families, and those fleeing domestic violence.

In addition, the Operating Procedures will include a process to integrate clients on existing provider waiting lists. See Operating Procedures on page 26 for more information on the integration process.

The document now refers to the system as Homeless Connect. Dana explained that this was an effort to transition from the HUD term of "coordinated entry". The Homeless Connect terminology is not a public program name. Homeless Connect is a name to use among providers when referring to the CoC's homelessness response system. The terms coordinated entry, coordinated entry system, CES, CE, and all terms relating to CE were replaced with Homeless Connect throughout the Operating Procedures.

Brady requested a motion to formally revise the Homeless Connect Operating Procedures.

Motion: Steve Bonnar
Supporting Motion: Nancy Tuttle
Vote: None opposed
Motion approved.

Section 2 e. | Dissolve COC Planning Committee

Sheri discussed that the COC Planning Committee completed its original purpose of writing the Written Standards. Right now, the Committee does not have a specific objective. Since all of the IHCC committees have difficulty recruiting members, Sheri suggested that the COC Planning Committee dissolves and current members can still help with IHCC planning initiatives on the Strategic Planning Committee. Sheri will send out a memo to current members as well as to Regional Coalitions.

Brady requested a motion to formally dissolve the COC Planning Committee.

Motion: Bill Campbell
Supporting Motion: Rico Barrera
Vote: None opposed
Motion approved.

Section 3 | Updates

Section 3 a. | Written Standards

Sheri discussed an open comment timeframe in which anyone can voice suggestions or concerns about the Written Standards. Providers have noted that the RRH rent standards table, as indicated in 2D.II.B. , may need to be revised. Sheri will update the Written Standards according to the comments submitted during this time. Look for an email regarding the specific timeframe in the near future.

Section 3 b. | Attendance Reports

Shawn compiled the IHCC, Committees, and Regional Coalitions reports and presented them to the Board. Attendance of all groups was above the requirements according to the Operating Guidelines

Section 3 c. | Preliminary System Performance Measures

Jennifer guided the Board through System Performance Measures. This discussion included Metric 1, 1b, 2, 3.2, 4, 5, and 7. Jennifer also discussed the benchmarks Strategic Planning set for the System Performance Measure reports. Strategic Planning set benchmarks for Metric 1, Metric 2, Metric 5, and Metric 7. For specific numbers, please review the reports sent with the Board agenda. If you would like Strategic Planning benchmarks, please email andream@ihfa.org. The System Performance Measures are not finalized yet but will be presented at the April IHCC meeting.

Section 3 d. | Next Quarterly Report Addition: Income

As length of stay was added during this IHCC meeting, Jennifer would like the Board to consider a new segment to add to the Quarterly Report. The report will focus on the data quality of income entries into HMIS instead of changes in income as the System Performance Measures capture. Jennifer will present the Income report to the Board at the April IHCC meeting.

Section 4 | Announcements

Section 4 a. | Idaho Homelessness Community Report 2017

Bouncing off of the success of the first Idaho Homelessness Community Report from 2016, Brady presented the plan for the 2017 Report. The report will be of similar structure with small changes in how information is presented. For example, the resource distribution may incorporate CMIS data in the report. Brady and IHFA team are excited to distribute the Community Report to providers in the coming months.

Section 4 b. | Avenues for Hope Housing Challenge

Brady presented the results from the seventh Avenues for Hope Housing Challenge. The Challenge awarded \$723,680 to 45 housing nonprofits. Brady congratulated all Avenues for Hope Housing participants.

Section 4 c. | Spring On-Site IHCC Meeting

Lisa presented the dates for the spring on-site meeting. The spring meeting will be in Boise on April 24 and April 25, 2018. Lisa handed the discussion off to Sheri to speak about the strategic planning component of the next meeting.

Sheri presented a hand-out on IHCC's strategic planning session in IHCC's October 2017 meeting. In the April meeting, Sheri stated that IHCC will focus on using strategic planning to build goals for the Committee. She displayed another handout describing what strategic planning is, what SMART goals are, and how to build a strategic plan. IHCC members, please review this handout before the April 2018 meeting.

Section 4 d. | IHCC Newsletter

Shawn presented the IHCC Newsletter Volume 2, Issue 1 to the Board. He stated that the newsletter will be included on the IHCC website and emailed out to providers.

Section 4 e. | IHCC Website

Brady presented an update on the IHCC website. The IHCC website is up and running. Brady asked the IHCC to review and comment on the website for next meeting.

Section 4 f. | Lisa Steele

Brady officially presented Lisa to the Board. Lisa started October 30th, 2017 and has a background in our programs. Prior to joining the IHFA team, she worked for Boise City Ada County Housing Authority and what is now NeighborWorks Boise.

Section 5 | Adjourn

After presentation of the newsletter, Brady requested a motion to adjourn.

Motion: Steve Bonnar

Supporting Motion: Nancy Tuttle

Vote: None opposed

Motion approved.

Meeting adjourned at 11:21 am.