

**GEORGIA BALANCE OF STATE CONTINUUM OF CARE BOARD
MEETING MINUTES
Atlanta, Georgia
February 27, 2019
Conference Call – (888) 902-6580**

Present

David E. Blackwell
Shannon Candler
Rachel Castillo (teleconference)
Chad Cheshire
Janice Davis
Matthew Elder
John Ellis (by proxy)
Sondra Hampton (teleconference)
Brecca Johnson (teleconference)
Monica Johnson (teleconference)
Mike Kraft
Bill McGahan
Eric McGhee (teleconference)
Charlotte Woody (teleconference)

Absent

Kristy Carter
Carmen Chubb
Kenny Edwards
Diane Rogers
Nicole Sanders (teleconference)

Collaborative Applicant Staff

Rick Heermans
Tina Moore
Ambra Noble
Mike Thomas
Dave Whisnant
Shawn Williams

Guests (in person and teleconference)

Marilyn McCreary-HOPE Atlanta
Lakeisha Jones-The Salvation Army
Nicole Roebuck-AID Atlanta
Terisa Liang-CAFI (teleconference)
John Moeller-Inspiritus (teleconference)
Holly Bills-PCCI (teleconference)
Randy Weldon-SW GA Community Action Council
(teleconference)

The meeting of the Georgia Balance of State Continuum of Care Board (the “Board”) meeting was called to order by Vice Chairperson Shannon Candler at 1:03 p.m.

Vice Chairperson Candler welcomed board members, thanked everyone for participating in this meeting and conducted a roll call of the board members present, either in person or on the call. Vice Chairperson Candler noted that she would be serving as the proxy for John Ellis for the meeting.

Vice Chairperson Candler called for approval of the minutes of November 14, 2019 (Tab A).

Motion to approve the minutes of November 14, 2018 was made by Bill McGahan and seconded by Mike Kraft. The Vice Chairperson called for a vote, and the motion passed unanimously.

Vice Chairperson Candler invited guests to participate in the public comment period. The guests introduced themselves either in person or as they joined the conference call, and there were no additional comments from the public.

Vice Chairperson Candler called on Dave Whisnant to make Board Member Introductions and provide an Appointment Update. Mr. Whisnant introduced the newly appointed Super Region "At-Large" representatives:

Region 1 - Rachel Castillo, CEO of Advocates for Bartow's Children, Inc.

Region 2 - Matthew Elder, Director of HomeFirst Gwinnett Initiative.

Region 3 - Chad Cheshire, Program Director of the Supportive Services for Veteran Families (SSVF) of Volunteers of America Southeast (VOASE).

Region 4 - David Blackwell, Chair of the Dougherty County Homeless Coalition.

Region 5 - Diane Rogers, Community Service Director for Action Pact, Inc. (f/k/a Concerted Services, Inc.).

Mr. Whisnant reported on the following new agency board appointments and reappointments, which were reviewed and approved by the Membership and Rules Committee:

- The Georgia Department of Labor appointed Janice Davis, WIOA & Workforce Services Director in Griffin as the replacement for Kristin Laarhoven.
- Gwinnett County reappointed Shannon Candler to serve as Gwinnett County's representative.
- The Georgia Department of Community Affairs (DCA) appointed Sondra Hampton to serve as DCA's representative on the Board, replacing Teresa Concannon.

Vice Chairperson Candler called on Dave Whisnant to review the Conflict of Interest and Recusal Policy and the Code of Conduct Policy (Tab B). Mr. Whisnant noted that the Conflict of Interest and Recusal Policy must be updated every two years and approved by the Membership and Rules Committee in order to be compliant. The current policies are not set to be reviewed by the Committee until May of 2019, however, staff was requested in 2017 to discuss the policy annually for the Board as a reminder to Board members. After reviewing the policies with the Board, Mr. Whisnant asked that Board Members read over the Code of Conduct policy and pay particular attention to the section about Board member attendance. This policy is enforced by the Membership and Rules Committee. Three consecutive missed meetings constitute an effective resignation from the Board by the member. A question was asked about the policy related to having a quorum. A quorum requires that at least fifty percent (50%) of the entire board membership is present. Assigned proxy can be used. The affirmative vote of a majority of the Board members in attendance at a meeting shall be the act of the Board, if a quorum is present. The Chair, or person acting as Chair, shall only vote in the event of a tie vote from other Board Members. There were no questions.

Vice Chairperson Candler called on Mike Thomas who asked for approval of the ESG Priority Recommendations for the Balance of State CoC (Tab C). In response to the annual request of the Balance of State (BoS) CoC to rank, in order of priority, the listed activities eligible under the Emergency Solutions Grant (ESG) program, DCA solicited BoS CoC membership input and then reviewed input and recommendations with the Standards, Rating, and Project Selection Committee. Mr. Thomas reviewed the proposed priority ranking as approved by the Standards, Rating, and Project Selection Committee on February 11, 2019, that will be used by DCA for the evaluation of project applications that have been submitted under the State's Emergency Solutions Grants Program 2019-20 competition. Mr. Thomas noted that the one major difference between the recommendations and what the members suggested related to street outreach. CoC Membership rated this as the 7th priority out of 8, but the Standards, Ratings, and Project Selection Committee recommendation before the Board ranks it as the 4th highest priority. The rationale behind this is that there are a number of homeless individuals, many of them chronically homeless, that are not being reached by the current system and street outreach was felt to be the best way to remedy this. In addition, the percentage of street outreach coverage is a part of scoring

in the CoC competition each year. Mr. Thomas also noted that there are currently no ESG-funded Balance of State transportation projects, which resulted in this activity type receiving a lower priority score. This enables activity project types that exist to move up on the priority ranking.

A motion to approve the Balance of State CoC Priorities for the State's 2019-20 ESG competition was made by David Blackwell and seconded by Chad Cheshire. The Vice Chairperson called for a vote and the motion passed unanimously.

Vice Chairperson Candler called on Mike Thomas who asked for approval of the Coordinated Entry Written Standards, Policies, and Procedures as updated (Tab D). This document provides guidance on the standard aspects of Coordinated Entry across the CoC and also outlines expectations and guidelines for Coordinated Entry based on HUD's requirements for this program component. On February 18, 2019, the Assessment, Placement, and Services Committee approved the updated document and recommended that it be moved forward to the Board for approval. Mr. Thomas discussed the updated Guiding Principles (pages 2-3), the addition of TAY VI-SPDAT (Transition Age Youth Vulnerability Index-Service Prioritization Decision Assistance Tool) language (page 5), the addition of clarifying language regarding the Homeless Management Information System Coordinated Entry workflow regarding case notes, referral status, and exits from the coordinated entry prioritization list (pages 9 and 12), and various formatting changes throughout the document.

A motion to approve the Coordinated Entry Written Standards, Policies, and Procedures as updated was made by Matthew Elder and seconded by Mike Kraft. The Vice Chairperson called for a vote and the motion passed unanimously.

Vice Chairperson Candler called on Tina Moore who asked for approval of the 2019-2020 Proposed Meeting Schedule for the Balance of State CoC Board (Tab E). Ms. Moore noted that these dates are very similar to the 2018 meeting dates and that there would likely be at least one specially called meeting related to the annual competition. The following dates were proposed:

May 22, 2019
August 28, 2019
November 13, 2019 (*date adjusted for Thanksgiving)
February 26, 2020

A motion to approve the proposed dates for the next four Board meetings was made by Bill McGahan and seconded by David Blackwell. The Vice Chairperson called for a vote and the motion passed unanimously.

Vice Chairperson Candler called on Mike Thomas, who provided a report on the 2019 Balance of State CoC Homeless Count that was conducted on January 23, 2019. Mr. Thomas provided a brief report on the work so far noting that there is not a lot of hard data at this point. A total of 1,584 Point-in Time (PIT) interviews and observations were submitted through the Counting Us app from 28 counties. The CoC must report this information to the U.S. Department of Housing and Urban Development (HUD) by the end of April, and numbers will be shared with the Board at that time. There was discussion around the process and methodology used for areas reporting zero homeless people where DCA staff contact count coordinators for more details on their methodology to see if it appeared to be sound and thorough. It was pointed out that the City of Atlanta is getting recognition for their decrease in the number of homeless

over the last few counts, and Mr. Thomas said that the Balance of State has also been recognized by HUD for the same.

Vice Chairperson Candler called on Tina Moore to review the 2018 Balance of State CoC Competition Results (Tab F). Ms. Moore reported that HUD announced funding awards (in two announcements) for the 2018 Continuum of Care (CoC) Competition for Tier 1 and Tier 2 projects. Ms. Moore discussed the funding awards of \$17.7 million awarded to 76 Renewal projects under the Balance of State CoC, with another \$1.4 million awarded to New projects. Ms. Moore noted that the Balance of State CoC received a total award amount of \$19,242,078, and \$43 million was awarded to Georgia projects as a whole. In the 2018 competition, all Balance of State CoC renewal project applications in Tier 1 and Tier 2 received an award. New projects for rapid re-housing receiving an award included the highest ranked permanent housing bonus and the domestic violence bonus project, but three of the five bonus projects did not receive funding this year. Renewal projects included 56 permanent supportive housing projects and 17 rapid re-housing projects. Other projects that received an award are for Coordinated Entry, Homeless Management Information System (HMIS), and CoC Planning (planning was funded outside of the amount designated for project applications). Overall, the total amount awarded under the 2018 competition for Balance of State CoC projects was an increase of \$1.2 million over the previous competition, and HUD approved all requests to combine grants (15 grants were reduced to 7).

The Vice Chair asked if there was a way to revise the list of funded projects to show all awards by county. Ms. Moore will send a county coverage listing out as most projects cover multiple counties. There was discussion around the amount of funding awarded compared to the last several years. Ms. Moore noted that the BoS numbers have not gone down and that HUD works to make sure that each CoC receives their pro rata share. There was discussion about the impact of the homeless count PIT numbers going down each cycle and whether the Balance of State CoC was in danger of having funding reduced. Ms. Moore replied that HUD actually rewards jurisdictions that are reducing homelessness in the scoring process and noted that HUD is aware that DCA is constantly assessing ways to make the PIT count numbers more accurate through improved methodology (this too has led to decreased numbers).

Vice Chairperson Candler called on Mike Thomas to provide the Balance of State CoC Updates. Mr. Thomas provided a brief report on the following:

- February Symposium (Technical Assistance and Training):
 - BoS Coordinated Entry Policies and Procedures
 - BoS Written Standards
 - Homeless Eligibility and Documentation
 - VAWA, Fair Housing, HMIS, etc.
- Upcoming Technical Assistance and Training:
 - Diversion Training - training expected in the spring
- Policies & Procedures Review
 - Alignment with Written Standards and Housing First – review of policies and procedures for CoC-funded agencies for assurance projects are following a Housing First model and that policies in practice conform to the BoS CoC Written Standards as adopted
- Data and Performance Committee
- Youth Planning
 - 3-4 Youth Action Board members - A strategic plan to address youth homelessness is expected to be completed in the next month or so. A pilot youth PIT count is being planned for the summer and possible youth participants for the advisory board are being

identified. Janice Davis of the Labor Department asked about the possibility of potential participation of Job Corps youth in this initiative.

- Spring Membership meeting (date TBD)
- Mental Health First Aid training workshops are also being planned.

Vice Chairperson Candler called on Dave Whisnant for the Replacement of Chair Discussion. Mr. Whisnant reported that Carmen Chubb, the current Chairperson, is leaving DCA at the end of February to become the Chief of Staff for the City of Atlanta, and Vice Chairperson Candler is unable to fill the position. Mr. Whisnant noted that CoC Governance rules call for the Board to appoint a Chair and Vice-Chair asked that any Board Members interested in serving in either role to please let DCA staff know. Mr. Whisnant noted that an important element of the Chair role is to be able to attend most meetings in person. DCA staff will follow up on this and bring the information to the Board at the next meeting.

Vice Chairperson Candler asked if there was any old business. There was none.

Vice Chairperson Candler then asked for new business. There was none.

There being no further business, the meeting was adjourned at 1:59 p.m. The next regular meeting of the Board will be held on May 22, 2019, (1:00 P.M.) in Atlanta, Georgia.


Signature


Title