

**GEORGIA BALANCE OF STATE CONTINUUM OF CARE BOARD
MEETING MINUTES
Atlanta, Georgia
September 4, 2019
Conference Call – (888) 902-6580**

Present

Linda Boswell (teleconference)
Shannon Candler (teleconference)
Kristy Carter (teleconference)
Rachel Castillo
Chad Cheshire (teleconference)
Tonya Cureton Curry
Janice Davis (teleconference)
Matthew Elder
John Ellis
Sondra Hampton (teleconference)
Mike Kraft
Bill McGahan
Eric McGhee (teleconference)
Diane Rogers (teleconference)
Charlotte Woody (teleconference)

Collaborative Applicant Staff

Tina Moore
Mike Thomas
Dave Whisnant
April Woods

Guests (in person and teleconference)

Michael Fisher-NDO (teleconference)
Kelley Henderson-Action Ministries
Samantha Bolling-Action Ministries
Falecia Stewart-MUST Ministries (teleconference)
Michelle Stanley-Dept. of Community Supervision
Patricia Sailors-Salvation Army
Lakeisha Jones-Salvation Army
Lori-Ane Campbell-Salvation Army (teleconference)
John Moeller-Inspiritus (teleconference)
Terisa Liang-CAFI (teleconference)

Absent

David E. Blackwell
Monica Johnson
Nicole Sanders

The meeting of the Georgia Balance of State Continuum of Care Board (the “Board”) meeting was called to order by Chairman Mike Kraft at 11:02 a.m.

Chairman Kraft welcomed board members and conducted a roll call of the board members present, either in person or on the call. Chairman Kraft thanked Board Members for their flexibility in working the rescheduled date of this meeting into their schedules. He also asked that those present keep everyone on the Georgia coast in their thoughts as the hurricane approaches that area.

Chairman Kraft called for approval of the minutes of May 22, 2019, and the minutes of the special meeting held on July 24, 2019 (Tab A).

Motion to approve the minutes of May 22, 2019 was made by Matthew Elder and seconded by John Ellis. The Chairman called for a vote, and the motion passed unanimously.

Motion to approve the minutes of July 24, 2019 was made by John Ellis and seconded by Rachel Castillo. The Chairman called for a vote, and the motion passed unanimously.

Chairman Kraft then invited guests to participate in the public comment period and members on the call to introduce themselves. The guests introduced themselves either in person or as they joined the conference call, and there were no additional comments.

Chairman Kraft called on Tina Moore to review the 2019 Balance of State Continuum of Care (CoC) Competition. Referencing meeting materials distributed to the Board (*2019 Georgia Balance of State Continuum of Care Priority Ranking DRAFT Tier 1 and Tier 2; 2019 Balance of State CoC Ranking and Tier Results; 2019 Balance of State Reallocation Amounts; 2019 BoS CoC Competition Threshold Notes; Backup Data - BoS 2019 RENEWAL Application Scores; and Backup Data - BoS 2019 NEW Application Scores*), Ms. Moore reviewed the results of the competition and project review by the application review sub-committees. Project applications were sent to the application review sub-committees and scored in accordance with policy set by the Board at the last meeting on July 24, 2019. Staff collected scores from review team members for each project on August 21 and 22, 2019, performance data was collected from annual reports, and renewal applicants that met threshold were given the opportunity to review their project scores. On August 29, 2018, the results of the competition, project ranking, and recommended adjustments were reviewed with the Standards, Rating, and Project Selection Committee who approved them and recommended they move forward to the Board.

Ms. Moore reviewed the ranking results for renewal permanent housing project applications which includes Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH), and new permanent housing project applications (which includes PSH and RRH project types). Using project application review scores, projects were ranked in tiered groupings as determined in the BoS Competition Policy (Group 1 – Renewal PSH, RRH, Coordinated Assessment, Homeless Management Information Systems (HMIS), and operational projects transferred in the last 12-months); Group 2 – Newly awarded PH (RRH & PSH) from the 2018 competitions that have not been in operation for a full year; Group 3 – New projects designated by the CoC to utilize reallocated funds; Group 4 – Renewal PSH and RRH projects determined to be significantly underperforming or operating under capacity; Group 5 – New Bonus PH (PSH, RRH, or Joint TH-RRH); Group 6 – New DV Bonus housing projects; and Group 7 – New DV Bonus SSO-CE. Ms. Moore noted that there were no projects for Groups 4 or 7. Upon further review it was determined that no renewal projects were placed in Group 4 due to significantly underperforming in the area of housing stability. Two projects were reviewed, but it was determined that issues were not necessarily programmatic. Staff will work to provide technical assistance in the coming year.

Ms. Moore reported that 74 projects are listed in the final ranking with 5 new projects determined not to have met the required minimum threshold requirements. The 2019 BoS CoC Competition began with an unknown amount of funds to be reallocated. Projects that were underutilized were subject to a grant reduction (with partial funds to be reallocated) or a reallocation for significant underutilization. During the review process there were two projects that opted not to request funding for the renewal of their projects. During the review process, it was determined that there were no projects submitted for renewal that are proposed for full or partial reallocation.

Ms. Moore reviewed reallocated funds available in the amount of \$761,778. Ms. Moore reported that the new BoS Coordinated Assessment Expansion project requesting \$200,000 of reallocated funds was placed in Group 1. The difference between the amount of funds requested that met the threshold review and the remaining amount of reallocated funds available is \$561,778. The two highest scoring projects were placed in Group 3, and the amount of funding requested by these projects exceeded the amount available in this group by \$42,549. Ms. Moore reviewed proposed adjustments to the requested amounts for the highest scoring two new projects proposed to utilize reallocated funds (Safe harbor Children's

Center and Volunteers of America Southeast) and requested that the Board approve adjustments to these amounts pending corrections to budgets. Ms. Moore noted that once the highest ranked project adjusted their budget and added admin funds, it is recommended that the second ranked project in the 3rd Group be adjusted to align with the remaining reallocated funds available.

Ms. Moore reported that of the three remaining new projects that met threshold review, one project is being proposed to request funding under the CoC PH Bonus, and it is proposed that the two domestic violence projects request funding under the Domestic Violence (DV) Bonus. Ms. Moore reported that DV Bonus projects have a higher likelihood of being funded, and it is recommended that they both be placed in this group.

Ms. Moore reviewed permanent housing bonus funds available in the amount of \$997,708 (Group 5). The new project that made it through threshold review has initially requested \$366,792, which is \$610,916 less than the amount of funding available for these bonus funds. Ms. Moore noted that the project narratives and budgets needed updates and some corrections for this project. Ms. Moore noted that the Committee approved that proposed adjustments be allowed for this project, which may slightly change the requested amount for these new projects. The Board will also be requested to approve these adjustments. In addition, the regular CoC PH Bonus allows for projects to request more than one year of funding, and increasing the grant term to 2 years would utilize more of the funding available (if applicant agrees to the increase).

Ms. Moore reviewed domestic violence (DV) Bonus funds available in the amount of \$1,995,416. There were two projects submitted that qualified as DV Bonus projects that did not score high enough to consider them for the reallocated funds group. Ms. Moore noted that these projects may also have minor budget errors that may slightly change the amount listed, and requested that they be allowed to make slight adjustments. The two new DV projects are currently requesting \$1,645,693 less than the amount of funding available for the DV Bonus.

Of the 10 new project applications submitted, the application review sub-committee determined that 5 of the new projects (1 PSH project and 4 RRH projects) did NOT meet threshold. Ms. Moore reviewed threshold issues for the new project applications.

Ms. Moore requested the Board's approval of the results of the competition, final ranking and determinations, recommended adjustments, and recommended reallocations of the 2019 Balance of State CoC Competition.

A motion to approve the results, final ranking and determinations, reallocations, and recommended adjustments for the 2019 Balance of State CoC Competition as proposed by the Standards, Rating, and Project Selection Committee was made by Bill McGahan and seconded by Matthew Elder. The Chairman called for a vote, and the motion passed unanimously.

Chairman Kraft called on April Woods to review Georgia HMIS Steering Committee By-Laws, BoS CoC Administrator Appointments (Tab B). Ms. Woods discussed responsibilities of the Homeless Management and Information Systems (HMIS) Committee, which include monitoring the Continuum's compliance with HMIS requirements prescribed by the U.S. Department of Housing and Urban Development (HUD), monitoring user participation in HMIS, and general HMIS oversight in areas related to the HMIS Lead and the HMIS system. Ms. Woods noted that the Georgia HMIS Steering Committee Bylaws require CoCs to

designate at least one user in the Continuum to be the CoC Administrator, who will be authorized to have administrative-level access to the data for the Balance of State CoC to provide oversight, user support, and monitoring. The Balance of State currently has two individuals that fill this role, Chandra McGhee and Jasmine Rockwell. The Department of Community Affairs (DCA) has also recently hired Rhonda Taylor as HMIS Data Analyst to provide oversight, user support, and monitoring, and Ambra Noble as Data Analyst, who would serve as backup support for front line administrators. Additionally, Kate Tettamant, Shelter Plus Care Coordinator, is included for consideration as she provides administrative level support in the Balance of State CoC for the Shelter Plus Care Program. Following the Balance of State CoC HMIS Committee meeting on August 23, 2019, and follow up email vote on August 28, 2019, Ms. Woods reviewed recommendations made to reappoint Chandra McGhee and Jasmine Rockwell as CoC Administrators, and appoint Ambra Noble, Rhonda Taylor, and Kate Tettamant as new CoC Administrators (Tab C), and requested approval from the Board for the reappointments and new appointments.

A motion to reappoint Chandra McGhee and Jasmine Rockwell, and appoint Ambra Noble, Rhonda Taylor, and Kate Tettamant to be CoC Administrators as defined in the Georgia HMIS Steering Committee Bylaws, as proposed by the HMIS Committee was made by Rachel Castillo and seconded by John Ellis. The Chairman called for a vote, and the motion passed unanimously.

Chairman Kraft called on Dave Whisnant to review the Mainstream Voucher Program MOUs – Carrollton and Newnan Housing Authorities (Tab D). Mr. Whisnant reported that both Carrollton Housing Authority and Newnan Housing Authority are submitting an application for Mainstream Voucher Program vouchers, and this application requires a partnership of the Public Housing Authority (PHA) and the Continuum of Care where it is located (Balance of State CoC). The vouchers will have a focus on nonelderly persons with disabilities who want to move to community-based integrated settings, persons at serious risk of institutionalization, as well as those currently experiencing homelessness, or previously experienced homelessness and currently a client in permanent supportive housing or rapid rehousing program. If the Mainstream Vouchers are funded, Balance of State CoC responsibilities include integrating a prioritization and referral process for the Mainstream Vouchers Program into Coordinated Entry, identifying referrals to this program, identifying services to be provided using CoC program funds, and participation in regular meetings to include all parties to the MOU. Mr. Whisnant noted that the MOU required the signature of the Board Chair, and requested Board approval of the Balance of State CoC entering into a MOU with both the Housing Authority of the City of Carrollton and the Housing Authority of the City of Newnan.

A motion to approve the Balance of State CoC entering into this MOU with the Housing Authority of the City of Carrollton was made by Matthew Elder and seconded by John Ellis. The Chairman called for a vote and the motion passed unanimously. Following Board approval, the MOU will move to the Chairman for signature.

A motion to approve the Balance of State CoC entering into this MOU with the Housing Authority of the City of Newnan was made by Bill McGahan and seconded by Tonya Cureton Curry. The Chairman called for a vote and the motion passed unanimously. Following Board approval, the MOU will move to the Chairman for signature.

Chairman Kraft called on Dave Whisnant to review the Foster Youth to Independence Initiative Vouchers (Tab E). Prior to review of this agenda item, Mr. Whisnant noted that the MOU was still in development, and no action is required on this at this meeting. Through the Foster Youth to Independence Initiative HUD will provide housing vouchers for young adults under the age of 25 who are leaving, or have recently

left, the foster care system and are homeless or at risk of becoming homeless. Mr. Whisnant reported that the State is in the planning stage of applying for these vouchers, and a partnership of the Public Housing Authority (PHA) and the CoC is strongly encouraged by HUD for funding requests.

Chairman Kraft called on Dave Whisnant to review the Balance of State CoC Moving On Policy Referencing the *Georgia Balance of State Continuum of Care Moving On Policy for Permanent Supportive Housing* document (Tab F), Mr. Whisnant reviewed the policy. Mr. Whisnant discussed HUD's review of each CoC to implement a CoC-wide Moving On Policy for people with disabilities who may need assistance with rent, but no longer need supportive services. CoCs are being asked to work with housing authorities and other affordable housing providers to provide tenants of PSH a voluntary opportunity to become more independent. Mr. Whisnant reviewed the proposed policy, where language was adopted from the Corporation for Supportive Housing (CSH). The Moving On Strategy is voluntary and tenant-driven, designed for people living in PSH who no longer need services but may need rental assistance, designed to maximize resources, and provides people the opportunity to become more independent. Mr. Whisnant noted that this policy does not add additional requirements and is meant to be the start of the process. The Standards, Rating, and Project Selection Committee approved this policy on August 29, 2019, and made recommendation that it move forward to the Board. Mr. Whisnant requested that the Board approve the Georgia Balance of State Continuum of Care Moving On Policy for Permanent Supportive Housing.

A motion to approve the Georgia Balance of State Continuum of Care Moving On Policy, as proposed by the Standards, Rating, and Project Selection Committee was made by Rachel Castillo and seconded by Tonya Cureton Curry. The Chairman called for a vote, and the motion passed unanimously.

Chairman Kraft called on Tina Moore to review the Balance of State Governance Charter Update (Tab G). Referring to the document, *Georgia Balance of State Continuum of Care Governance Charter (September 4th as updated)*, Ms. Moore discussed proposed changes to the Governance Charter including edits to references to the Federal Strategic Plan entitled "Home, Together" (pages 2 and 8), goal updates of "Home, Together" (page 2), and updates to the procurement reference (page 16). These updates follow work with the Membership and Rules Committee, who approved the updates and determined at the last meeting that these changes were not considered substantial, so they will not require a full membership vote.

A motion to approve the Governance Charter with noted updates was made by John Ellis and seconded by Bill McGahan. The Chairman called for a vote, and the motion passed unanimously.

Chairman Kraft called on Tina Moore to provide the Balance of State CoC Updates. Ms. Moore reported on the following:

- Membership Meetings:
 - Planning fall statewide membership meetings for central Georgia and webinar (dates TBD)
 - Regional Membership Meetings expected later in the year
- 2019 Homeless Count
 - Working to finalize 2019 Balance of State CoC Homeless Count Report
 - Will release information as soon as possible

- Data has not been finalized by HUD, but DCA has completed the process of verifying and editing data with HUD TA providers

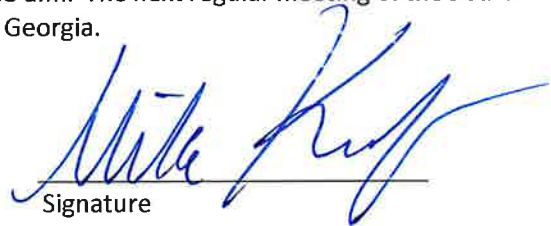
There was some discussion on the release of the 2019 Homeless Count Report and the availability of statewide data. Mike Thomas noted that the report will be sent to Board Members, and HMIS Lead staff at DCA is expected to compile homeless count data of all of Georgia continuums for a statewide report.

Chairman Kraft asked if there was any old business. No old business was presented to the Board for consideration.

Chairman Kraft then asked for new business. No new business was presented to the Board for consideration.

Bill McGahan asked about those affected by recent storms and their need for resources and other assistance. Mr. Whisnant replied that DCA has remained in contact with grantees and other stakeholders throughout the process.

With no further business, the meeting was adjourned at 11:53 a.m. The next regular meeting of the Board is scheduled for November 13, 2019 at 1:00 p.m. in Atlanta, Georgia.



Signature

Chairman

Title