

**Morris County Continuum of Care (CoC) Executive Committee Meeting
March 24, 2022, 10:00 AM Meeting Minutes – WEBEX Conference Call**

Attended by:

	Name	Representative Category	March 2022
1	NONVOTING		
0	Archer, Amy	County/Lead Agency	1
0	Matthew, Ashni	Consultant	1
1	Errico, Kasey	County/Lead Agency	0
0	Fodali, Maria	County/Lead Agency	1
12	VOTING – Quorum = 6 voting reps		
1	Alicia Alvarez	Neighbors in Need	1
1	Calabuig, Karina	Catholic Family & Community Services	1
1	Delcalzo-Berens, Allison	Atlantic Health System	1
1	Deo, Carmine	Community Hope	1
1	Frommelt, Brian	Market Street Mission	EX
1	Kirk, Chris	Norwescap	EX
1	Ocansey, Elorm	Fair Share Housing	1
1	Padilla, Jessica	Housing Partnership	0
1	Saltzman, David	Legal Services of Northwest Jersey	1
1	Stevens, Kelly	Morris County Housing Authority	EX
1	Sherrod, Rebecca	Child and Family Resources	1
11	7		

Guests: Katelyn Ravensbergen, Monarch Housing Associates; Dom Bordenabe, Nourish; Jeff Bashe; Madelyn Aragon; Raquel Cooper

Welcome: Allison Delcalzo: started the meeting at 10:00am and welcomed all attendees. Everyone introduced themselves.

Updates (EHV, Committees)

Questions on Committee updates that were emailed to everyone: No questions

EHV (Emergency Housing Voucher) Program: Committee had voted to send a letter to DCA regarding issues we were having with communication and response time. Monarch created a draft letter which was adapted to be specific to Morris County. Amy Archer requested a meeting

prior to sending the letter. After no response, letter was sent to the attention to Sheri Malnak-Renn. We did receive a response to schedule a meeting. That meeting is being planned. Questions regarding this: No questions.

Allocations Committee Training: “CoC Program & HUD NOFO Technical Assistance”

Ashni gave a training on the Allocations committee:

- Presentation to be distributed by email with meeting minutes.
- Carmine: What is “high performing community”?
 - Ashni: We don’t have any in Morris County
- Any questions: no

Allocations Committee: Funding Priorities and On-Site Monitoring Tool:

Rebecca went over Monitoring Tool:

- We did look at every piece of this monitoring tool.
- We used Monarch House to make sure they could easily pull information
- Sections: Program Admin & Record Keeping, Financial Management, Client file review: used for people with lived experience, Housing First: went through all barriers, Staff Training: pulled out required trainings that have to be done annually, Diversity Equity and Inclusion, Data Standards, Housing Quality Management, Performance, Coordinated Entry Participation
- Any questions: Jeff Bashe: who will be doing monitoring and how often? Ashni: we will be doing the monitoring and it will be done every year, every other year on site, in-person.

Ashni reviewed the Program Performance tools:

- Performing Standards based on HMIS, focused on COC performance standards that have to be submitted to HUD
- Tool is specific to type of project
- New Tool this year: specific to CE providers.
- Carmine Deo: are these supplements to main monitoring tool? Ashni: Based on what service agency provides, we add these specific program tool.
- For projects awarded in FY 2020
- Any questions on any of the tools: No questions.

Comments from Allison: Thanks Allocation Team, there is much to do in the beginning of the year. Allison thanked them for their time. Will have a meeting in April to vote on application tools. Have been working on making everything program specific, data driven. Trying to cut as much subjectivity as possible.

Discuss Funding Priorities based on Community Feedback:

- Last Year funding priorities: Rapid Rehousing, CE, chronic homeless, victims of DV, veterans, homeless families with children
- Funding recommendations collected from the community were split into categories
 - Projects that can be funded by COC
 - HMIS: we don't have a lot of details of what the community meant by recommending this for increased funding
 - CE Expansion Support: the recommendation is to increase housing navigation services
 - Population Specific (i.e. elderly, mental health and substance abuse, LGBTQ, especially trans community) Allison clarified that CoC funding does not discriminate based on documentation status and that if an agency is requiring legal status documents, they are not following housing first guidelines.
 - Not Funded by COC (i.e. transportation, shelter, car payments, crisis management)
- Jeff Bashe: landlord support project is being funded through CDBG. There is a funding gap in the incentive given to landlords to encourage them to rent out units. Are cash payments to landlords something that can be funded through the CoC?
 - Katelyn: that would not be eligible for COC.
- Carmine: are the funding priorities data driven, are they taken together or is public comment more weight?
 - Allison: it is up to the Executive Committee to decide priorities based on HUD priorities, previous priorities, the CoC strategic plan and community feedback. What are HUD priorities?
 - Ashni: Ending homelessness for everyone, strategic allocation of resources, creating a systemic response, and using housing first approach.
- Allison: this document was put together based on two separate meetings, providers from CAS and people with lived experience.

Strategic Plan:

- Allison shared strategic plan
- Goal B: supporting families experiencing homelessness. If we add families as funding priority, including all types of families, in particular LGBT households.
- Goal C: Increase and maintain safe and equitable permanent housing options
- Goal D: Ensure program system are meeting the needs of people experiencing homelessness
- If we are looking at strategic plan goals, they are in line with HUD priorities.
- Any questions: No questions.

Discussion and Public Comment on Allocation Presentation (Tools, funding priorities)

No questions or comments.

Coordinated Entry Committee

- CE Leadership Committee Job Description was discussed.
 - Have been having monthly leadership meetings and inviting 211.

- CE Case Conferencing Chair Responsibilities
 - Meeting weekly.
 - Two chairs for this committee. Allison went over details.

- CE Case Conferencing Committees Roles & Responsibilities
 - Minor changes were made. Included requirement of frequency of meetings.

- CE Program manager Roles & Responsibilities
 - At this time it is NJ211. We opted to add a few additional responsibilities.
 - Maintain client action items spreadsheet from meetings
 - Present on CE at community meetings / agencies

Any questions or comments on these? No questions

Discussion and Public Comment on Coordinated Entry Presentation

No questions or comments

Allison asked any non-voting members to log off the meeting so the Executive Committee could move into closed session.

Closed Session: Minutes on Separate Document

Meeting adjourned: 11:55am.

Carmine motion to adjourn, Allison seconded.

Next CoC Executive Committee: May 26, 2022 at 10am.