

**Morris County Continuum of Care (CoC) Executive Committee Meeting
September 27, 2018
MCDHS – 1 Medical Drive, Morris Plains**

Meeting began at 10:02 a.m.

Voting Members Present:

Mike Armstrong, Community Hope; Jeffrey Bashe, Community Rep.; Russ Hall, MC Housing Alliance; Kesha Moore, Drew University; Gwen Rippey, Atlantic Health; David Scott, Market Street Mission and Rebekka Zydel, Child & Family Resources.

Ex-Officio Members Present:

Niamh Barker, Family Promise; Joann Bjornson, Family Promise; Allison Delcalzo, Atlantic Health; Dan McGuire, Homeless Solutions and Diane Williams, JBWS.

Voting Members Absent:

Joe Gallo, Market Street Mission;; Nancy Magee, Community Foundation of NJ; Jodi Miciak, United Way of NNJ and Terry Connolly, Community Soup Kitchen.

Ex-Officio Members Absent:

Bob Davison, MHA of Essex & Morris; Jennifer Carpinteri, MCDHS; Janice Kaniewski, NJ211 and Meagan Quinn O'Reilly, MC Office of Temporary Assistance.

Staff and Consultants Present:

Shelia Carter, Patricia MocarSKI, Morris County Human Services; Jay Everett, Monarch.

Others Present:

Rose Brown, MHA of Essex and Morris, Inc.; Maria Fodali, Family Promise, Aleko Graham, Drew University and Christina Romeo, NJ AIDS Service.

I. Welcome and Introductions

All were welcomed and introductions made.

Approval of July 26 Minutes

Mr. Bashe asked for approval of the minutes. Mr. Armstrong made a motion to approve the July minutes and Mr. Hall seconded the motion. All were in favor with no opposition and one abstention. Motion carried.

II. Business Items That Need Discussion At This Time

NOFA Process Update –

Mr. Bashe said the process is complete and applications were submitted to HUD. We are hoping to get their response by February and the money later (sometime between April and August).

Mr. Bashe said the Program Review Committee had an interesting discussion on the process and tools and believe it is time we look at the whole process again. A small work group will

convene late this year or early next year to discuss possible changes to the process, including Ms. Gwen Rippey, Ms. Kesha Moore, Mr. Jay Everett, Ms. Jodi Miciak and Ms. Shelia Carter.

Ms. Zydel agrees the tool and process both need work. She will also participate. A philosophical conversation needs to happen regarding interpretations and perceptions. Mr. Bashe stated we especially need Mr. Everett's help with this work.

Ms. Zydel thinks those receiving funds should participate in the work group since their input is helpful. Mr. Hall stated that he thinks philosophy is most important ahead of tools. Mr. Bashe he likes the idea of including funded recipients as well. Ms. Bjornson is glad they want to include recipients since their input may be helpful. Ms. Brown stated that she appreciates providers being included.

Mr. Armstrong said there is tension in what the community wants and what HUD dictates, such as with transitional housing. HUD does not want it – when does this discussion happen. Ms. Rippey believes we need to do what HUD wants and do it quickly. Mr. Bashe said if the CoC does not fund transitional housing other funding sources need to be identified. We need to look at the work that needs to be done on a county-wide basis with the help of the Advisory Leadership group.

Ms. Zydel thinks it would be good to hire someone to lead this group. Her agency could contribute to the cost. There are some strong opinions here regarding philosophy. Perhaps an outside facilitator can guide us through the strategic process and give us a finished product.

Ms. Delcalzo suggested an orientation for new and old members at the beginning of the year.

2018 Program Review Status

Mr. Bashe stated that ideally all reviews should be done before the NOFA process. It did not happen this year. Ms. Zydel said we agreed we were not doing that this year. Mr. Bashe said the monitoring letters went out; however, one letter that had to be redone due to a typographical error. Everyone responded in writing except DCA and 211. Mr. Everett reached out to them. He needs to create a formal response to them to complete the process. Since this year an on-site monitoring was done, next year will be a desk monitoring.

Update on Project Homeless Connect (PHC) Planning

This year Project Homeless Connect (PHC) is being done along with the Point-in-Time (PIT) count. They are trying to find a new place to hold the event, since at St. Peter's there is difficulty with parking. It is hard to find a place with good parking. There was a PHC meeting today. Mr. Everett said he believes this year there will be a weeklong PIT count and the date is Jan. 23. The one night count will be from Jan. 22 into Jan. 23. January 24 is booked at St. Peter's church. We are trying to get more parking permits. Ms. Delcalzo said there is progress on this. Assumption Church offered the use of their lot, which is a few

blocks away. Hoping that an area can be blocked off for drop off. Some providers are offering transportation.

EC Nominating Committee

Mr. Bashe stated we need a new Chair and Vice Chair for 2019. Ms. Zydel said she reviewed the by-laws and the Nominating Committee needs to consist of at least three members. She got two representatives from the CAS and two representatives from the EC to be on the Nominating committee. The committee needs to look at the composition of membership. Membership is supposed to be from 12 to 15 people. It would be good to try to stagger people off the committee so there is not a big change in membership all at once.

Discussion ensued on possible new members. It was suggested that Reverend Scott, CAS/Sheriff's Dept. and Carlos Caprioli, CAS/Family Success Center be added. They also reached out to other CAS members. Ms. Becker and Ms. Carter represent the County, our lead agency.

Ms. Zydel said she went over the amount of years each person has on the committee. She made a spreadsheet with each person's term. She will reach out to existing members and possible additions. The Chair and Vice Chair have a three-year maximum and both have reached their term. Ms. Zydel offered to be Chair. There may need to be a change in the by-laws. Please email Ms. Zydel with any feedback/input.

Ms. Bashe asked for approval on the committee Ms. Zydel laid out. Is a committee of five acceptable? There were no comments. Suggestion to broaden the Ex-Officio members and to add two more Ex-Officio members. There have been four Ex-Officio members for a long time. Would like to consider adding 211 and NJ AIDS Services. Any changes will need to be made by a formal review and a change in the by-laws. Will need to set up a by-laws committee to review and make changes.

Ms. Zydel said the slate of officers and vote comes from the CAS meeting in November. The ballot will be prepared and presented for vote. We need to replace Mr. Joe Gallo, with a homeless or formerly homeless person, and Ms. Nancy Magee. Vote to approve nominating committee as proposed. All were in favor with no opposition and no abstentions. Motion carried.

Update on Point-in-Time Report Status

Mr. Bashe thanked Ms. Moore and Drew University for working on this project. Ms. Moore introduced Mr. Aleko Graham, her student research assistant, who worked on this project. There were two questions on the PIT addendum. One question asked people from out of county why they came here. The second question asked if Morris has unmet needs here for the LGBTQ population.

Many people came to Morris County in the winter for emergency shelter and housing resources. Many people said they came here since they have family. Others said they came back since they were born here.

Mr. Dave Scott thinks most people that came in must be male since there are no female shelters. Ms. Delcalzo said if we are talking about prevention maybe we need to work on strengthening family ties since many people said they came here due to family ties. Mr. Bashe said looking at prevention and diversion are important since there is so little housing.

Ms. Brown thinks we are losing some clients to other counties since there is no affordable housing here. Folks are going to cheaper housing in other counties. Ms. Carter said there is a especially a challenge with the youth. It is a good idea to try to reconnect them with their family ties. Ms. Bjornson suggested that the addendum questions be changed next time.

Mr. Aleko Graham said a lot of the LBGTQ population came with one kid and a few came with a couple of kids. The population is educated. Ms. Moore said that she thinks we need to make people feel more comfortable in this community. If we do the addendum, we should do it better. Maybe a yes/no response to LBGTQ questions. In addition, we should be prepared to do something about the responses to the questions asked. Ms. Zydel said that perhaps we should revisit how frequently it is done. Ms. Miciak suggested gathering some of this information at the agency level.

Ms. Bjornson said that to apply for GA/TANF they must be a resident with an address for 30 days. There is a lot of feeling that making people wait before entry into the Coordinaed Entry system is not fair. Think it is valuable to ask questions and the information gathered is useful. Ms. Brown stated that for the mentally ill they have to serve them. They try to get them to go back where they came from but if they want to stay they will help them. Ms. Bjornson said that the 30-day rule is not a DFD requirement but a county requirement. Ms. Carter said that each county gets its own allocation and that is why we try to send them back. It is a policy issue.

Ms. Bjornson said there is good news and that Morris County got six new housing vouchers.

Ms. Zydel said there have been some changes regarding childcare and statewide policies. They are letting some of the childcare dollars follow the families where they move. The money should follow the family or the person. Think this is a conversation worth having.

Drew Affordable Housing Study Grant

Ms. Moore stated that Drew University got a \$100,000 grant to do a one-year research project from the Commission of Community and National Service. The money is to be used to address issues that are important to the community. The research must include stakeholders. The members in the community are in control. It is an action-oriented project to improve the quality of life in the community. The Morris project is analyze affordable housing and tackle the challenges. It is called the Neighbors in Need Affordable Housing Study.

EC members were invited to be on a Task Force. The Task force is similar to a Board of Directors. Mr. Hall, Mr. Bashe, Ms. Miciak and Ms. Bjornson will serve as the Board of Directors. If anyone else is interested, contact Ms. Moore. They are looking for members with expertise in housing and members from the community. They want to include voucher

recipients, landlords, government officials, etc. The group to work on how we can tackle the challenge of affordable housing. The work group reports to the Task Force. The policy body is the Task Force.

The project starts Sept. 2018 and goes to Sept. 2019. They will apply for a second year of funding. They are trying to find barriers preventing us from housing the chronically homeless through vouchers. There are many barriers, some of which we already know. We will work on finding other barriers. Based on what we learn we will develop programs to overcome the problems. We want to get more housing in our county so we will not have to send people out of the county

Ms. Moore believes this research is necessary and it is important to document things in order to learn and inform others. Ms. Miciak said those with vouchers that cannot find housing will be involved as well. Mr. Bashe said the CoC endorsed this study since this can raise awareness to these issues in the community. We need more data. Ms. Moore said the money follows the evidence and the evidence can help us get more money.

Mr. Hall said we got a lot of information from the landlords. We are looking to provide 50 units to the most chronically homeless and attach it to the Coordinated Entry process. We are looking to the Drew study to get support for this. This is a countywide effort. If we look to the new District 11 Congressperson to get a higher Fair Market Rate (FMR) documentation would be helpful. When we meet with the Freeholders, an academic study would be helpful. The information is better coming from Drew University than from the County or the CoC. We may not be successful but we need to try and this is a good opportunity.

Mr. Armstrong stated we have done these type of things before and presented evidence and it has not helped. Ms. Moore said it is a process, which gives us valid information and engages policymakers to participate. The strategy to get their buy in is to engage the policymakers from the start. Ms. Moore said many would be involved including realtors, property owners, landlords, etc.

Mr. Armstrong stated that he feels corporate involvement is more helpful. Boards and companies have money. He also suggests taking this information to the Chamber of Commerce. We need to get them involved. Mr. Hall said we should wait until this study is complete before going to the Chamber of Commerce. Ms. Brown stated that the Fair Market Rent just went up to \$1188. The EC sent an advocacy letter about this earlier in the year.

III. Sub-Committee Updates

Coordinated Entry – (see attached written report)

Ms. Bjornson said that there were ads in the paper for 211. The committee needs to pick two ads, approve the press release, and vote at the next meeting. The CAS needs a new chair. It needs to be someone who is on the EC to be Chair/Co-Chair. 211 has offered to take on the role of Chair. CAS meetings are monthly and about two hours long. We encourage all agencies to talk to their Executive Directors.

Mr. Bashe said he would like to see CE data at EC meetings. Ms. Bjornson said they have been reporting on the data. Ms. Bjornson asked all to review the policies and procedures. Mr. Everett said this is a great opportunity to move forward with the Coordinated Entry and intake. It is a great undertaking and covers many bases. We need to review and vote on it. This needs to be passed in a timely fashion. We have a great start for a good document. We need to be sure certain points are included. Ms. Bjornson said the policies are currently in effect but are subject to change. Mr. Bjornson stressed the importance of getting all agencies to attend these meetings. The MOU says all need to attend.

We need to approve the press release. Two ads will go in the paper on the 21 and 28. Percentages on the ads should say this is National data and not Morris County Data.

**PH -
No Report**

Data Quality – (See attached written report)

Systems Performance Monitoring (SPM) –

Mr. Bashe stated this needs to be done twice a year. He is prepared to do this with Ms. Miciak and Mr. Everett and bring the information back here. We need to keep the system metrics up front and center.

CAS – (See attached written report)

Mr. Bashe said the group is doing great work and is much more structured than ever. They have come a long way. They have a mission statement, trainings and polices. They have a LGBTQ training scheduled in November. The training was a Webinar but had to be postponed since they had trouble setting it up. Since there was a large response (over 25), webinar software is needed. They are rescheduling and trying to get better software. Ms. Delcalzo asked if anyone has access to webinar software. If anyone has this software, it would be helpful. The software is not usually free. Mr. Bashe asked Allison to send out the software requirements to the committee.

Veterans –

Mr. Armstrong stated that the group is still meeting. They are keeping a list of all the homeless.

Bridging the Gap – No Report

IV. New Business –

New Jersey AIDS Services Report –

Ms. Romeo said that after 25 years the Eric Johnson House (transitional housing facility) is closing. The profile of clients years ago was very different than today. Clients were not staying as long as they did years ago. They used to stay for about 24 months and now they only stay from about 4 months to 10 months. In February, they created a short-term program. They did not have to go through the whole longer program. Most of the client's goals are to get into permanent housing.

They continue to provide strong services. They are getting their clients into permanent housing. Recently six residents left. Since 1994, HUD funded them for transitional housing. Their housing was converted to tenant based permanent housing vouchers. In Sept., fourteen clients got vouchers. They looked for apartments for these clients and most already have housing. They need to be out of EJH by Oct. 31. All staff is moving to One Medical Drive by Dec. 31. All services are in effect except for the housing piece. In addition, they now do LGBTQ training and support services. The Church of the Redeemer is looking for a new tenant.

Ms. Bjornson said that there were many people interested in the Ruth Davis Drive RFP. This was an opportunity to lease nine houses on Ruth Davis Drive. These houses will be available for permanent supportive housing. The application was due on Nov. 2. This is an opportunity to house over thirty people. Mr. Bashe is hoping there will be many proposals from the community. There are many populations in need. Mr. Bashe sits on the Advisory Leadership Committee that will review the proposals received. Ms. Bjornson said the EC needs to talk about things like this in order to leverage opportunities for housing in this county.

Ms. Bjornson said that agencies need more time before RDD proposals are due so they can collaborate. An extension would allow the CoC to have time to address this and give agencies time to work on partnerships. This is important and the RFP just came out. Ms. Moore said she thinks it is an important opportunity since these are significant properties and fit into the purview of what we do.

Ms. Zydel said we can write a letter and ask for an extension for 30 days. Ms. Bjornson said the CoC can ask for a delay in order that agencies can work together on proposals. Mr. Bashe said we can highlight the significance of this to the CoC. Mr. Brown said this is an opportunity for the CoC and all homelessness. Ms. Zydel said we can address what we want and have a position on what we need to do to help homelessness.

Further discussion ensued. Mr. Bashe said the committee needs to send a letter quickly asking for an extension of the deadline. Mr. Everett said we have 49 chronically homeless. If we get these units, we will have only nine homeless left. Believe we need a letter of support, a position statement and data to support all. We cannot have a letter from the EC since Mr. Bashe is on the Advisory group. Mr. Bashe told all to feel free to talk to others about this but he will ask for an extension if all agree. Ms. Miciak made a motion to ask for an extension for the Ruth Davis Drive RFP. All were in agreement with no opposition and no abstentions. Motion carried.

V. Adjourn

Reminder the next meeting will be on Nov. 15 due to Thanksgiving.

Motion made to adjourn the meeting at 12:30 p.m. All were in favor. Meeting adjourned.