

**Morris County Continuum of Care
Executive Committee Meeting
March 23, 2023**

Attended by:

	Name	Representative Category	March 2023
	NONVOTING		
A	Archer, Amy	County/Lead Agency	0
P	Brewster, Candy	HMFA/Consultant	1
P	Matthew, Ashni	Monarch/Consultant	1
P	Errico, Kasey	County/Lead Agency	1
A	Fodali, Maria	County/Lead Agency	0
P	Alvarez, Alicia	Neighbors in Need – Nourish NJ -	1
P	Dom Bordenabe	Nourish NJ	1
P	Calabuig, Karina	Catholic Family & Community Services	1
A	Clarence Curry	MC Human Relations Commission	0
P	Delcalzo-Berens, Allison	Atlantic Health System	1
A	Deo, Carmine	Community Hope	0
P	Frommelt, Brian	Market Street Mission	1
P	Kirk, Chris	Community Citizen	1
P	Ocansey, Elorm	Community Member/Advocate	1
P	Stephens, Kelly	Morris County Housing Authority	1
OL	Sherrod, Rebecca	Child and Family Resources	N/A
			8 voting present

Guests:

- Emily Legg – Homeless Solutions
- Allison Maribeli - Roots & Wings
- Kayla Gieger – Child & Family Resources
- Jeff Bashe – MC Housing Alliance , Community Volunteer
- Raquel Cooper - Advisory Committee
- Candy Brewster – HMIS Director
- Jennifer Leguizamon – Connecting NJ – Maternal & Child Health
- Joann Bjornson – Family Promise
- Kevin Donahue – CEO at NJ 211

Allison welcomed all present and everyone introduced themselves.

1. Point in Time Debrief – Ashni Mathew:

- a. Ashni asked the group to share what worked and what didn't work this year.
- b. Raquel Cooper: made questions to model a more motivational interview. Training went well with new survey. Outreach engagement trainings were also done. Raquel went out in Morris County, but she didn't see hardly anyone. Agencies were going together, possibly could have been done more efficiently.
- c. Dom: we did not go out in the community, but we did survey families who came to our agency.

- d. Raquel: Maybe we can do a Project Homeless Event.
- e. Joann Bjornson: did the event for many years. Re-traumatization issue, we didn't see much of that. but it can be addressed if it comes up. Project Every Day Connect took over. But there is probably still a need, but it is a very large event to organize for only one agency.
- f. Joann and Raquel report that they did not see re-traumatization happening at the larger events.
- g. Joann: although effective, the larger events take a lot to organize.
- h. Allison: OTA is looking into which of their placements that night are code blue. Making sure we are collecting code blue data.

2. **DCA Funding: Data Driver Decision Making for CoC's** – New funding from DCA

- a. We need to decide how to move forward with the spending of this grant
- b. Funding based on data and strategic planning around data
- c. 8 CoC's will get Level 1 funding and 8 CoC's will get Level 2 funding
- d. We need to determine what track we want to apply for.
- e. Who is going to apply? Lead Agency or a non-government provider to apply for CoC.
- f. Candy Brewster: Goal is to pull in all data sources available.
 - i. Track 1: \$100K towards hiring data analyst, one-year grant, expectation is that it will be renewable. Simultaneously an additional RFP of \$500K to train with top communities on data. Seven people will take a 12 week training. Virtual and in person. Goal is for people to start using data in a more analytic way. Lots of work around data quality.
 - ii. Both tracks: there will be funding for the purchase of new software.
 - iii. Track 2: goal is that they would move into Track 1 position when complete.
- g. Allison: Track 1 slide: Qualifications for track 1 applicants is to have already developed a data quality and/or standards improvement plan.
 - i. Allison listed all the people that would need to be involved.
 - ii. We could be eligible for Track 1
 - iii. Application is due May, we need to decide today is what track we will do? Also, who will apply for this?
 - iv. Candy: data governance is very strong and in place. It is a large commitment. A person needs to be hired. Training will be intense. Expectation from DCA is that every CoC will apply.
 - v. Ashni: there will be large time investment. Being mindful of who will take it on and the deadline of May 12th.

3. **Discussion on this topic:**

- a. Jeff: don't we already have a data improvement plan?
- b. Candy: you have a data standard document but not a quality improvement.
- c. Jeff: is Monarch playing this role in other CoC's? Ashni: some CoC's have spoken to Monarch about doing the hiring.
- d. Kevin Donahue: this RFP could solve problems we have in getting better data. NJ211 would be willing to share data and participate in training. Would also be willing to do hiring to work with current data analyst at NJ211.
- e. Candy: agrees that the data from NJ211 would be helpful. However, there is a lot of data at HMIS. Would be good to put all together.

4. **Shelter Plan:**

- a. Ashni shared documents last week.
 - Emergency Shelter Operational Plan and specifics of what needs to be covered
 - Has become a priority because we can't apply for some funding without it.
 - In April EC meeting we can come up with more action items
 - Ashni shared documents to show what should it look like.
 - Service Standards vs. Emergency Shelter Plan: Standards covers standards, plan is more about the specifics.
 - Kelly Stephens: it is important to have shelter providers give input / create the plan.

- Alicia: advisory board should also assist in the process.
- Kasey: Morris County shelters a number of households in motel placements.
- Jeff: fully agree with Kasey. We have various models of shelters. All voices should be included.
- Joann: CoC shelter planning committee, who is on it? is it active?
- Allison: That does not exist. There is a shelter work group for CE case conferencing.
- Emily: what are next steps so we can collaborate. All information that Ashni put together is useful. We also need to look at the funding so that we can put into action the plan.
- Allison: why does RR not work well in Morris? We need to look at HUD funding.
- Jeff: Maybe we need to look for other government funding.

5. Allocation Committee:

a. Allison sent out all documents out last week:

- Desk Monitoring tools: any feedback or comments? No.
- Application Tools, Scoring Criteria: any feedback or comments? Joann: in application there are many questions but not enough space. Requesting adding page limit to both areas.
- Emily: Agree with Joann. Also, agency & project separation is appreciated.
- Allison: how many more pages? Now is 8 pages per section. We can make it 10 pages per section. Joann: yes, that works.
- RFP: Joann: what is the timeframe? Alison: being released mid April. Dead line is June 2nd.
- Appeals Process: Has not changed since last year. Any feedback or comments? No
- New member nominations: Jeff Bashe, Jonelle Pawlyshyn. Will discuss in closed session.
 1. Allison shared bylaws: Section 4.01. Any public comment about this?
 2. Joann: challenging for people who are receiving services to be on allocations committee.
 3. Emily: we do have similar process as far as having a designated period of time before a client can be involved on another level. Maybe that can be set up to determine when a client can get involved.
 4. Conflict of interest: is that self-report? Allison: yes, self-report
 5. Dom: does not agree with setting up a timeframe when a client can participate on a committee.
 6. Alicia: it's important for everyone to be involved. Advisory board asks new members what services they are receiving or have received.
 7. Ashni: reminder: anyone could be bias. Trying to make as objective as possible.
 8. Raquel: HUD is very clear when they say that people with lived experience present or past.

6. Committee reports: email will be sent out. Nothing that needs Action at this time.

11:52am Closed Session