

**Morris County Continuum of Care (CoC) Executive Committee Meeting  
July 26, 2018  
MCDHS – 1 Medical Drive, Morris Plains**

**Meeting began at 10:05 a.m.**

**Voting Members Present:**

Mike Armstrong, Community Hope; Jeffrey Bashe, Community Rep.; Terry Connolly, Community Soup Kitchen; 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; Russ Hall, MC Housing Alliance; Nancy Magee, Community Foundation of NJ and Jodi Miciak, United Way of NNJ.

**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:**

Laurie Becker, Shelia Carter, Patricia MocarSKI, Morris County Human Services; Jay Everett and Deena Foster, Monarch.

**Others Present:**

Rose Brown, MHA of Essex and Morris, Inc.; Ruth Cruz, NJ211 and Diana Kurlander, JBWS.

**I. Welcome and Introductions**

All were welcomed and introductions made.

**Approval of May 17 Minutes**

Mr. Bashe asked for approval of the minutes. Mr. Armstrong made a motion to approve the minutes and Ms. Connelly 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 stated that there were twelve renewal proposals and six new proposals received. The Program Review subcommittee will review and rank all on Monday. Mr. Everett hopes all recommendations will be finalized on Monday. If needed, the review committee can follow up with a conference call.

Ms. Moore requested that any members unable to attend the presentations should be able to submit questions/comments to Mr. Bashe before Monday. Mr. Bashe agreed and will prepare a list of questions/comments for Monday. He will identify who submitted the questions/comments.

Mr. Bashe said that anyone with a presentation can send it to all voting members before Monday. It was mentioned that New Jersey AIDS Services is not at the table. Perhaps they should be added to our non-voting members. Mr. Bashe will summarize the process for all applicants prior to the meeting.

Once recommendations are finalized by the review committee, they will go to the voting members of the Executive Committee for approval. Mr. McGuire asked that a record of voting be kept.

By the second week in August, award notices should go out. The agencies have an appeal period of 3 days. Somewhere between Aug. 13 and Aug. 17, all should know where they stand. Once the process is complete, the applicants must submit in ESNAPS for Monarch to review. Proposals need to be submitted to HUD by Sept. 18.

Mr. Everett said that Monarch will be working on Exhibit 1. Mr. Bashe stated that this year Exhibit 1 is even more important since it will help decide on bonus funding and the DV bonus project money is based on the DV bonus question in Exhibit 1. All EC members and CoC participants will be asked for input on Exhibit 1.

**Program Review Status –**

Mr. Everett said monitoring letters went out to agencies. Agency response was required within thirty days. Reviews were good. The team tried to communicate the importance of compliance with HUD. Agencies were asked to address some issues but most were very fixable. The agencies have great records and questions were minimal. Most issues were administrative.

Ms. Bjornson asked if the program review affects the agencies scoring. Mr. Bashe said he had hoped to have all done before the NOI. However, since most issues were administrative there should not be any problem with issues affecting scoring. If the agency made any changes, they can mention it at the time of their presentation. Ms. Zydel said it will not affect their score now but may in the future. Mr. McGuire asked if agencies have the scoring information. Mr. Everett said the scoring information was released with the Notice of Intent. Any responses from agencies should go to the county offices.

**Approve LGBTQ (Lesbian, Gay, Bisexual, Transgender and Queer) Policy Recommendations by CAS**

Mr. Bashe stated that agencies are required to adhere to a standard LGBTQ HUD policy. The Executive Committee wants agencies to follow this and vote the policy into our manual since it is mandated by HUD.

CoC and ESG funded programs have to abide by these policies. The EC needs to vote to add this policy to our guidelines. Ms. Connolly made a motion to add HUD's LGBTQ Policy to

our guidelines. Ms. Zydel seconded the motion. All were in favor with one abstention and no opposition. Motion carried.

**Update on Project Homeless Connect (PHC) Planning –**

Mr. Bashe said the committee is working on this. The CoC and County encourage all agencies to be part of Project Homeless Connect. The Mental Health Association is leading the Planning Committee and most agencies are involved. There was a lot of discussion. Some wanted to continue with the one-day PHC event and others wanted to make it an everyday event.

Ms. Barker said the committee met today and decided on a one-day event in January to be in conjunction with the Point in Time count. We are hoping a Code Blue is called the day of this event. We are also implementing an Everyday Connect since most folks are getting services already every day. We are trying to get agencies to go to the Soup Kitchen and Our Promise and Edna's Haven on a regular basis and bring services to the people.

Ms. Rippey reminded all that Community Hope does its own event called Project Stand Down. We have to try to be sure not to have Project Homeless Connect on the same day. Project Stand Down is only for Veterans. The Veterans come from all over the state (not just from Morris County).

Mr. Bashe said that he thinks it is great the whole community is working on this. He hopes that by the Sept. meeting there will be more information. Ms. Becker said there was discussion about the weather and holding this event at a different time of year and considering a different location. Ms. Barker stated that we need a place that has about 35 parking spaces since many vendors will be present. We will also need room for the Hope One and Zufall vans. Perhaps St. Margaret's would be a good location since they have more parking available. We can check with the Sheriff and/or Morristown Police to see if they will give out passes for free parking the day of the event. Ms. Barker heard that the Police only give out ten parking passes for any charity event.

**Update PIT Report Status –**

Mr. Everett stated that we will see the full report once the state releases it. Ms. Kelly has been answering questions from the state. Although Ms. Kelly has addressed their questions, they have not authorized release of the report.

Mr. Everett said they are still missing a few things. The Office of Emergency Management (OEM) is looking for the numbers of people when a Code Blue was called. They have also asked for information pertinent to the NOFA applications (e.g. HUD asked about racial disparity).

Mr. Everett said we usually have the final report by now. They have many new staff and perhaps that is the reason for the delay. Mr. Bashe said we also have the issue of the LGBTQ/Youth and out of county information to be analyzed. Ms. Moore said her students will work on that. She will try to get this information back to us by the Sept. meeting.

### **EC Nominating Committee Plans and Chair**

Mr. Bashe asked all EC members to think about whether they want to remain on the EC next year. Discussed the number of years members have on the committee. It would be great to get some new members but we do not want the committee to get much bigger. About four or five members will be on their sixth year. After the sixth year, members need to come off the committee for a year. In 2020, there will be a major change of members.

Ms. Rippey suggested that perhaps some members could come off sooner so there will not be so many new members coming on the committee at once. Mr. Gallo and Ms. Magee have recently left. Homeless Solutions is trying to find a formerly homeless person to replace Mr. Gallo. We will need to form a Nominating Committee. Ms. Zydel has agreed to be the Chair. Anyone that would like to be on the Nominating Committee should let Ms. Zydel know.

Ms. Bjornson stated that Exhibit 1 has a list of who should be on the committee. We need to look at that for the membership. There is a lot of membership on the CAS and we can add that to Exhibit 1. They do not all have to be on the Executive Committee. The Sheriff and Youth are represented at the CAS and that counts since they are part of the CoC. Ms. Becker suggested the Chamber of Commerce would be a good addition. Ms. Connolly will reach out to them.

### **III. Sub-Committee Updates**

#### **Coordinated Entry – Report distributed**

In September, Ms. Miciak will transition to the role of Chair of the Coordinated Entry SC. At the next meeting, Ms. Danielle Pera will become Vice-Chair. Mr. Bashe talked about 211's Ms. Ruth Cruz's role as day-to-day CE Program Manager and the need for this role to be permanent. Ms. Miciak will oversee things from a management perspective for the EC. Things are moving in a good direction and we are helping to identify how to serve the most chronically homeless. Ms. Bjornson thinks by Sept. or Nov. the policies and procedures will be done.

Ms. Bjornson said the committee needs to vote on "One Door Leads to Home". This information needs to go on the county website, on all agency websites and in the newspaper. Ms. Zydel asked if the service providers have reviewed the information. Ms. Bjornson said they have reviewed it. There have been updates and changes.

Ms. Kurlander asked how we make all feel welcome. Perhaps we can put in the stigma free logo and add a welcome statement. Mr. McGuire thinks this is all good. All were trained to use affirmative language and agencies have been responsive to their needs. Ms. Bjornson thinks we can add a welcome statement and the stigma free logo. She will update and send it back out to the committee for approval. Ms. Rippey asked if it is necessary to provide all this information; perhaps just the 211 piece? Ms. Bjornson stated that we need all the information since all are involved and we want a consistent message that is the same for all agencies. This is all part of the Coordinated Entry.

Mr. McGuire stated that if we put an ad in the paper we need to be sure we advertise only in the Morris edition since we cannot take any people that are out of the county. Mr. McGuire thinks it may be confusing if we all say let us help you – maybe just put the 211 website

information and say let 211 help you. Ms. Bjornson will update and send out to all for review.

### **Permanent Housing –**

Ms. Moore stated that the Drew students are working on the landlord survey. Through digital storytelling, they are building support for vouchers. Family Promise pointed them to some formerly homeless. Some of the formerly homeless, staff and landlords made an eight-minute video about this and launched a digital advocacy campaign. She will share the link and follow up on the feedback. Once that is complete, she would like to share with the networks and funders. NJTV is one network that shows a lot of information on homelessness.

Drew offered their facility for a landlord day to show landlords recognition and appreciation. The purpose of this Landlord Recognition Day, sponsored by the Morris County Fair Housing Committee, is to build support and expand participation in the housing voucher program. They are hoping to entice more landlords into the system. The event will be on Sat., Oct. 13. There will be a speaker from N.J. State Fair Housing and a motivational speaker.

They are trying to get more money to do this work and have applied for a grant from federal Office of Community National Service for \$100,000. Things are looking good since they were asked to supply more information. The proposal would allow them to create a collaborative process for residents, staff, landlords and administrators to collect data and advocacy on all of Morris County.

They are building support to get this on the table for Morris County. Ms. Becker said when this is done it would be good to present the information to the Freeholders. This work serves both the landlords and the community. Mr. Bashe said he is hoping by the Sept. meeting there will be more information.

### **Data Quality –**

Mr. Bashe said the next meeting will be in August. The new Chairs are Ms. Ally Wise, Family Promise and Mr. Robert Meredith, NJ AIDS Services.

### **System Performance Measures –**

Mr. Bashe stated that we should plan to conduct a review of the System Performance Measures twice a year. The Data Quality and the Community Assistance Services (CAS) Committees would review first and come up with ideas and changes. Ms. Delcalzo said there is need to understand the System Performance Review Committee and who is responsible for it. Ms. Delcalzo said that CAS generated new ideas and she is wondering when there will be an update. Mr. Bashe said he will put together a group to review this entire process.

### **Community Assistance Services (CAS) -**

Ms. Barker said that Ms. Carpinteri came to the last meeting to talk about Code Blue. She will come back to review the process. They had a few presentations and have some trainings planned.

Ms. Zydel said Child & Family Resources as well as the CAS Childcare Workgroup submitted feedback on the NJ DHS State Child Care Plan for CCDBG funding. In keeping with CCDBG Reauthorization and as described in the Draft State Child Care Plan, DFD is formulating a policy which would allow provisions for families experiencing homelessness and in need of child care assistance. DFD is exploring presumptive eligibility for families who identify as experiencing homelessness, with the potential of between 30 – 90 days of presumptive child care eligibility. The intent is to afford families extended time to gather documentation. A final instruction has not yet been released. Ms. Zydel will provide an update as new information becomes available.

Ms. Becker stated that it is nice to see good things happen. We got a draft of the policy, provided feedback, and got positive outcome. Ms. Zydel said they are pushing for continued eligibility for 90 days. Hoping they will get at least 30 days with a possible extension. Ms. Bjornson said the CE Resource Navigators can ask these questions in order to help families get childcare. Ms. Zydel said that sometimes families are couch surfing and do not say they are homeless. There will be a waiver and referral form. The definition of homelessness is less strict. They are hoping that by providing childcare they will help people get back to work sooner.

#### **Veterans –**

Mr. Bashe said Ms. Teresa Black is the new Chair of the Veterans Committee. They have actively identified the homeless veterans in the county. They are hoping to break ground on for a new 51-bed facility on July 15 at the Lyons Veterans Administration facility in Lyons, NJ. Mr. Bashe would like Ms. Black to attend the CAS meetings. Mr. Armstrong will consider this request.

#### **Bridging the Gap -**

Ms. Becker stated that the group is back to being more active. Their focus is on 17-24 year olds. Ms. Jennifer Amaya, Visions and Pathways, is Chair. They met on July 17 and Mr. Alton Robinson presented on addictions supports and treatment. Scholarships and Narcan training are available to all. They would like to recruit more youth into the community initiative so their voice can be heard.

Ms. Tara Prezioso from the Youth Shelter talked about getting data. Seventeen year olds are the toughest to serve. They feel there are homeless youth in the community that are under the radar. They would like someone from MHA to attend these meetings. All are invited to the next meeting on Sept. 18 at 10:00 a.m.

#### **IV. New Business**

Mr. Dave Scott asked who deals with Meagan's law. He is not aware of anyone who can take those folks in. Ms. Bjornson stated that maybe OTA is able to dependent on their tier. Mr. Scott should reach out to OTA.

#### **V. Adjourn**

Ms. Keisha Moore made a motion to adjourn the meeting at 12:10 p.m. Mr. Mike Armstrong seconded the motion. All were in favor. Meeting adjourned.