

**Morris County Continuum of Care (CoC) Executive Committee Meeting
September 22, 2022, 10:00 AM Meeting Minutes – In Person & Conference Call**

Attended by:

	Name	Representative Category	Sept. 2022
	NONVOTING		
P	Archer, Amy	County/Lead Agency	1
P	Matthew, Ashni	Consultant	1
P	Errico, Kasey	County/Lead Agency	1
P	Fodali, Maria	County/Lead Agency	1
	VOTING – Quorum = 5 voting reps		
P	Alvarez, Alicia	Neighbors in Need	1
P	Calabuig, Karina	Catholic Family & Community Services	1
P	Delcalzo-Berens, Allison	Atlantic Health System	1
P	Deo, Carmine	Community Hope	1
A	Frommelt, Brian	Market Street Mission	0
P	Kirk, Chris	Norwescap	1
P	Padilla, Jessica	Housing Partnership –(Conference Call)	1
A	Ocansey, Elorm	Community Member/Advocate	0
P	Stephens, Kelly	Morris County Housing Authority	1
P	Sherrod, Rebecca	Child and Family Resources	1
		8 voting present	

Guests:

Raquel Kooper, Community Representative
Dominique Bordenable, Noursish NJ
Christine Czerniecki, MHA
Sarah Rubenstein, Atlantic Health System
Scott G. David, Market Street Mission
Diane Williams, JBWS
Tyisha Wright, MHA
Adrian Bautista, CFCS
Kiva Foster, Advisory Board Member (on phone)

Welcome: Allison Delcalzo-Berens: started the meeting at 9:37am and welcomed all attendees. Thanked the County for breakfast and hosting. Everyone introduced themselves.

Allison and Alicia were at Resource Fair last week. Goal of event was to build relationships with municipalities, as so much of what the CoC does is connected to various municipalities.

Activity by Alicia Alvarez:

All present were handed a blank note card. Alicia asked all present to imagine our landlord just told us that the house we live in has been sold and you have to leave in 30 days to leave. Write on the card what your feelings might be, a note you would write to the house.

Alicia explained that she did this activity years ago with a program from Rutgers. She felt emotional when she did the activity. Three years later, she found herself in this situation in real life. She learned to always be grateful. Allison asked everyone to take the note home and reminded everyone to be grateful for our homes.

Membership Updates:

- David Saltzman is no longer at Legal Services nor with the CoC. This means we have a vacancy for the Vice Chair of the CoC Executive Committee and the Coordinated Entry Prevention Committee Lead. In the November meeting we will be voting to fill the Vice Chair vacancy. For the Vice Chair Executive Committee position, voting will be for a one-year term, as David had completed one year of his two-year term. In November of 2023, we will do a vote for a 2-year term. We will recruit for the CE Prevention Lead Chair position, which cannot be filled by someone affiliated with funded provider.
- Karina and Allison are at our end of our terms also. In November we will vote for those positions for 2-year terms. Allison and Karina can do one more term according to bylaws.

Anyone that wants to can sign up for these positions, please let Allison know. Allison will come to us for suggestions or help in filling these positions.

- Kelly Stephens asked if we could explain what David's role was: Maria Fodali explained that is a bi-weekly case conferencing meeting. Lana Ubinski is now running the meetings as Co-Chair.

Presentation: NOFO by Ashni Mathew:

- MOU between County Continuum of Care and Child & Family Resources, Inc. was distributed. This MOU was necessary to meet requirements for NOFO.
- Allison thanked all involved in putting the NOFO together.
- This year we had 60 days to complete (in the past had been 90 days).
- Application puts out policy priorities, two main things we get questions on is how the CoC partnering with people with lived experience and racial equity. This year they asked more detail questions about these areas.

- What participants viewed is a draft, we have still have edits. Deadline is next Friday (9/30/22). We will submit a few days early.
- Does anyone here have questions on the application?
- Last year HUD awarded bonus points to agencies providing health care. Family Promise is providing health care resources to their clients, this fulfills this requirement. This area counts for 14 points.
- Carmine Deo asked if Veterans should be added?

Ashni: this year there were no veteran specific questions on application, but we can add.

Maybe reach out to Adrian Bautista from Catholic Charities for input.

- Page 27, loose D on second line.
- Kelly Stephens: Page 17, housing authority doesn't have a Moving On program. But there is a process for TBRA vouchers to move into a permanent HCV voucher once the TBRA expires. Kelly asked does the housing authority have to have an official Moving On program. Ashni clarified she will look into it.
- To get as many points as possible, we had to put together the MOU with Child & Family Resources. This MOU satisfies question if CoC has MOU with early childhood services. This MOU will satisfy that requirement.
- Questions on MOU? We will vote on this later.

Brian: are you looking for more MOU's? Ashni: no

- Allison: made notes on things we can work on next year.
 - Separation of families – we didn't do that well , but it is on strategic plan
There is a family separation policy, Ashni said. Ashni will share it.
 - School partnerships: We don't have any formal collaboration
 - State level representation from CASA and state DV: we have local but not state
 - Multifamily assisted housing owners. 1C-7B – we originally put no, Ashni will correct to say YES
- COC membership needs to be more like the population we serve.
- Ashni: we are working with DCA to get their units into HMIS to improve the PSH HMIS Bed Coverage Rate, the goal is for better collaboration with DCA. (Note: the PSH HMIS Bed Coverage Rate was a question on the NOFO application, and Ashni was responding to a question that Allison asked about the narrative response.)
- Ashni: her team looks through it once they are done, she will provide their input.
- New shorter deadline has to do with federal budget.
- JBWS asked for more time can be given to them because it takes them a lot of people to come up with answers to their portion.
- Ashni pointed out that the special Unsheltered NOFO (which Morris did not apply for) required approval by people with lived experience. We should incorporate this into our process in the future.
- Allison: if we have an advisory board, will make process much more streamlined.

Presentation: Advisory Board:

Raquel and Alicia – from Advisory Board – Ashni has been providing admin support to their group which started over a year ago. Raquel and Alicia are asking for the board to be formally acknowledges as a committee under the CoC to work in partnership. HUD is pushing for people with lived experience to participate.

We will vote on in closed session to make this committee part of CoC. They have 5 members right now. They want to recruit more people with lived experience.

Kelly Stephens: has been trying to change the culture at Housing Authority. It is important to get feedback from people with lived experience.

Allison: Just looked at bylaws regarding subcommittee formation: we are all good to vote on this today. Nominating Committee is looking for one more person with lived experience.

Allison: have you thought about structure? When chair designates chair of subcommittee, this has been a conversation that comes up again. Allison suggests that chair can be appointed by Executive Committee. Raquel agrees that is a good idea.

Discussion and Public Comment:

JBWS: for applications and scores, it would be helpful to have an opportunity to look at how scores are determined. So they have an understanding of the rubric.

Allison: narrative feedback will be released to all agencies.

JBWS: monitoring was disorganized, scores didn't add up, questions were asked backwards.

Allison: we can definitely look back on those areas.

At the end of January we are planning a de-briefing meeting before we go into allocation in February. Also, feel free to email right away when you have a suggestion.

Announcement:

Sarah Rubenstein: Morristown Medical Center and Chilton sent out surveys. If you get it, please fill out.

Closed Session began 10:45am.