

Trenton/Mercer Continuum of Care Executive Committee Meeting Minutes

June 27, 2016

2:00 pm

**Attendees:** Audrey Walker- THA, , Barbara Buckley- MCBOS, Mary Gay Abbott-Young-RMT, Jay Everett – Monarch, Joanne Locke-MATEH, Brenda Whitaker -Homefront, Dennis MiCai-TASK, Jackie Edwards-Catholic Charities, Vernett Sherrill-COT

**Absent:** Marygrace Billek- MCHS, Greg Paulson, Trenton Health Team, Virgin Velez- MC-One Stop, Frank Cirillo-MATEH

Agenda Topics	Discussion/Narrative	Action
<b>Meeting Called to Order</b>	<p>Informed members that the voting process will be shared at the Full Body CoC meeting on July 12<sup>th</sup>.</p> <p>Dennis Micai is retiring the end of July. Vernett S. thanked him on behalf of the City and CoC for his years of service to the community.</p>	Vernett Sherrill called to meeting to order at 2:10 pm.
Review and Approval of March 2016 Minutes.		<b>Barbara Buckley</b> - made motion to move minutes; <b>Vernett Sherrill</b> - Seconded; <b>All in Favor</b>
<b>Review of Mission Statement</b>	<p>The Trenton/Mercer Continuum of Care works to ensure that people who experience homelessness or are at imminent risk of homelessness will have access to community and system resources to resolve their immediate housing crisis and facilitate their transition from homelessness to stability in permanent housing as rapidly as possible. The CoC is charged with overseeing the annual application process to HUD. It provides a forum for analysis and discussion of emerging needs, development of program standards, assessment of progress toward ending homelessness and identification and coordination of other sources of funding.</p>	Members read quietly.
<b>HUD/CoC Update</b>	<p><b>FY15 CoC Program Score Analysis</b> –a scoring list was distributed with actual scores and projected scores for unscored categories. Recommendations provided on how the CoC can increase its scores in future applications. Jay recommended that we keep our written evidence of processes simple to improve our communication method to HUD.</p>	Vernett Sherrill and Jay Everett

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<b>HUD/CoC Update Contd.</b>	<p><b>Note:</b> Rescue Mission and others need help determining and understanding the cost associated with various services (e.g. the true cost of providing services in the community versus what is actually invoiced. As well, agencies are requesting help deciphering the Grant Inventory Worksheet (GIW).</p> <p><b>System Performance Measures Review</b> – Hand out disseminated. Must use HDX and have information in the system by 8/1/16. There is an increased emphasis on inputted information, which will impact the overall CoC score. This committee has jurisdiction over the allocation of the CoC funds, but is held responsible for other resources within the system. It is important to bring community partners into the fold as it relates to homelessness.</p> <p><b>HUD Issues and Conditions</b> – There are three projects but two are being looked at closely due to a low FMR. The FMR went down approximately \$50. A rent reasonable analysis can be used to determine if a higher rate can be charged.</p> <p><b>Reallocation Policy</b> – in draft but will be emailed to the committee.</p> <p><b>CoC Planning Grant RFP</b> – The City is releasing a RFP for planning activities that include the CoC Application. The RFP is expected to go out on 6/27 with a deadline of 7/20.</p>	Vernett Sherrill and Jay Everett
<b>Coordinated Entry &amp; Assessment Services (CEAS) Center</b>	A providers meeting was held on June 14 <sup>th</sup> to inform partners of change to system. The policy and procedures will be updated to reflect the changes. The CEAS Center will become a single point of entry.	
<b>Youth Homeless Committee Report</b>	Update tabled until next meeting	
<b>HOPE Committee Report</b>	Committee growing with new members. The Outreach Committee meeting Thursday from 10am to noon. There is an ice cream social in July at the Family Preservation Center.	Brenda Whitaker

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<b>FY 2016 Ranking and Review: Renewals &amp; New Projects</b>	Vernett thanked the review committee for all of their assistance. The NOI will be put out early. All renewals were accepted although two were late. Renewal projects are categorized in 2 tiers. Committee advised of renewals in Tier 1 and Tier 2. There were four new projects (1 youth, 3 RRH). Recommendation to select RRH/Catholic Charities \$172,000 expansion of current program and Youth/Anchor House \$106,000.	Vernett Sherrill  <b>Motion</b> moved by Dennis Micai to accept new and renewal projects as recommended by Evaluation Committee; <b>Seconded</b> by Audrey Walker; <b>All in Favor</b>
<b>Meeting Adjournment</b>		Vernett Sherrill

Respectfully submitted,  
 DuEwa Dickson, CSW  
 Department of Human Services

September 2, 2016