

CoC Governing Board Meeting
Meeting Minutes
March 26, 2020

Call to Order:

The CoC Governing Board Meeting was held on March 26, 2020 via Skype Meeting. It began at 2:02pm and was facilitated by Erin Nixon, with Branden Lewis taking minutes.

Attendees

Board Members in attendance: Stacy Lowry, Warren Wooten, Kathryn Firmin-Sellers, Tchernavia Montgomery, Dennis LaCaria, Deronda Metz, Stephen McQueen, Patrick Hayes, Aleasha Eaves, Maya Marshall, Hope Marshall, Rodney Tucker, Anthony Ryback, Sonia Jenkins, Lashieka Hardin

Board Members not in attendance: Lily Haken, Timica Melvin

Guests in attendance: Jane Shutt (Pineville Neighbors Place), Sandy Buck (Catholic Charities Diocese of Charlotte), Megan Coffey (Mecklenburg County CSS), Courtney LaCaria (Mecklenburg County CSS), Stacey Bergeron (Mecklenburg County CSS), Sabrina Love (ABCCM), Mary Ann Priester (Mecklenburg County CSS), Kim Sanders (Mecklenburg County CSS), Anna Warren (Carolinas Care Partnership), Tawanna Denmark (Carolinas Care Partnership), Shamika Agbeviade (Mecklenburg County CSS), Kecia Robinson (VA)

Reports:

- No public comments received (Erin)
- Proposed attendance policy (Erin)---policy read by Erin. Amend the document in response to COVID-19 to include virtual meetings. Must attend in person unless meeting is conducted virtually for all.

Motion: Approve the attendance CoC Board attendance policy as amended (Stephen McQueen; 2nd Patrick Hayes)

- Nominees for Chair: Kathryn Firmin-Sellers (bio shared-no further comments)
- Nominees for Vice-Chair: Patrick Hayes (bio shared-excited to be a part of the board whether it's as a leader or member, has a passion for working with the homeless population) and Maya Marshall (bio shared-added that she has a degree in Sociology and understands the population being served)
 - Dennis shared that he nominated Patrick Hayes for Chair (Patrick declined) and Deronda Metz for Vice Chair (Deronda declined)
 - Voting survey will be sent out via Survey Monkey after the meeting. Board members will have 24 hours to vote.
- COVID-19 Response:
 - Megan Coffey, Coordinated Entry Supervisor:** A Coordinated Entry (CE) hotline will start on Monday. People will call 211 and there will be a prompt for the caller to be transferred to the CE hotline. The hotline will roll over to CE staff through a Google Voice number and the CE will be completed over the phone. Megan stated that staff can send HMIS numbers to her for anyone that needs a CE over the phone until the hotline gets set up.
 - Stacy Lowry, Mecklenburg County Community Support Services Director:** Public Health (PH) opened an Isolation & Quarantine (I&Q) hotel last Monday. This is a 123-unit hotel staffed by Community Support Services (CSS) and PH staff. There have been 5 guests total,

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all have tested negative, 1 guest there now. The I&Q hotel is for individuals who do not have a home for self-quarantine or who just may be passing through Mecklenburg County/Charlotte or for homeless clients who have been tested and are awaiting the results. A healthy hotel has been set up for our 3 main homeless shelters (Salvation Army Center of Hope, Men's Shelter of Charlotte, Safe Alliance) to move out current residents so there can be more appropriate social distancing. This hotel is being staffed by shelter staff. Breakfast, lunch and dinner is being provided by the County. An additional healthy hotel will be opened soon. Calls are being held with updates from PH and about 40 other agencies. Documents have been created by Atrium and Novant. Atrium has a sewing project going on for masks. Shelter needs have been shared with Atrium. Telehealth is in the works for shelter residents. All evictions have been halted until April 15. People whose regular residence was a hotel who have lost jobs and can't pay are being assisted because hotels were evicting. Crisis Assistance Ministries has paid a week's worth of hotels for 600 people at 40 hotels. There is a group working through the next steps for those in hotels. There is a possibility of creating a project in HMIS to collect information for those that are utilizing these hotels, like it was done for the Lake Arbor project, to connect them to case management in order to develop a housing stability plan.

-Deronda Metz, Salvation Army Center of Hope: thankful for the partnership. Greatest challenge right now in emergency shelter world is the overall demand of the homeless for emergency shelter. Numbers went from 425 to about 200 in the shelter. Need more hotel rooms. On a positive note, they are getting a lot of good responses from landlords right now as they work to move clients into housing. As far as donations, don't ask for anything unless you're ready. She gave an example that at the healthy hotel, there weren't any refrigerators or microwaves, a group responded immediately. The hotels did fill the rooms with refrigerators on time. Voluntary Organizations Active in Disasters (VOAD), the group that donated the refrigerators did instruct the shelter to keep the refrigerators for when they do need them. VOAD will also deliver snacks to the shelter. Keeping the hotel location confidential to protect DV survivors.

-Sonia: thank you for helping homeless families in crisis. Charlotte-Mecklenburg Schools (CMS) supplying hotspots and devices for all students that need them. Get in contact with Sonia if there are any needs.

-Kathryn: VOAD is an official FEMA group. Located at the Emergency Operations Center. Being led by Bob Young with United Way. Centralized location for volunteer needs.

-Dennis: How do we push this information out as a CoC? What could be our role?

-Erin: Courtney working on adding a tab to the Dashboard with COVID-19 updates and resources.

-Stacy: Add links to County website, NCEH website as a landing page to the Dashboard.

-Deronda: What could be our role? One role we could have is looking at this long term and what we could do going forward.

-Stephen: Track everything we're doing now; gather information; take lessons learned and use them going forward; UW and FTFC donated money and is moving rapidly-these funds will help us going forward, huge benefit.

-Kathryn: Look at the lessons learned and gaps; we have uncovered the gap of hotel residents; play the role of looking beyond the crisis; first round of grants will be announced tomorrow-directive grants-prioritized food, shelter and emergency financial assistance; UW

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doing a policy analysis; what the initiatives will mean. Competitive grants will be open tomorrow with a 2-week turn around. UW sent an email to remind agencies that the funding from them is unrestricted and can be repurposed to fit their needs. Is there a way to get restrictions on government grants loosened?

-Erin: Looking at gaps in our system and gaps that come out of this crisis.

-Patrick: People's lives are changing, looking at how these changes will affect people going forward.

-Warren: Advocacy has been going on around federal funding and relaxing federal regulations-will provide detail once he gets it.

-Stephen: MSC has quarantine for people who have symptoms of some sort. Trying to get people tested. Still looking at transportation gap, how to get people to sites to be tested. Not a lot of work has been done with the unsheltered.

-Deronda: Shelter Health Services—testing people at SACOH, look to expanding this to MSC/UMC to assist those residents as well. Haven't been able to respond to those that are unsheltered.

-Stacy: Liz is going to do more research on what other communities are doing for the unsheltered.

-Dennis: How can the CoC board/membership help to support the outreach efforts for unsheltered populations? Those in need take notes on what they need. Utilize Google Doc, One Drive, Dashboard as options to gather needs and ideas that the community and providers may have.

-Erin: Providers send what their needs are, and we all work together to share updates. Email CoC address for gaps and needs. We will compile asks and send out to Board members. Courtney will figure out how to work in an interactive link to add in information of needs that people can use.

-Tchernavia: Cardinal Innovations posted grant opportunities. Located on their agency website.

-Deronda: Do we know if anyone in the homeless population has tested positive? Stacy and Stephen said as of this morning no one in the homeless population has tested positive. Haven't really seen any direction from HUD as far as performances

-Courtney: Working on data from hospital systems and what are the costs related to what has been going on and the level of care provided. Will also had any information that will be of use to the CoC to the dashboard. Goal to put everything in one place.

-Erin: HUD has pushed back some deadlines (PIT data). HUD understands that communities are in crisis mode.

-Warren: Additional guidance on its way down regarding CPD funds.

- CoC Committees Report

-Coordinated Entry Oversight Committee CEOC (Courtney LaCaria) Courtney provided an overview of CEOC and that it began in 2014 when our community implemented Coordinated Entry (CE), which is a HUD requirement. CE is responsible for implementing processes to prioritize housing resources. In 2017, our community started work with 211. Courtney highlighted the milestones, which were outlined in the meeting materials. Open sharing has allowed for clients to not have to share their story multiple times and allowed for getting good data. In 2019, the City of Charlotte said they would no longer be the Collaborative Applicant and stepped back from participating in CEOC. The committee elected an interim chair, Courtney LaCaria, and they took opportunity during the transition to reevaluate

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structure and look at composition to ensure that populations served are represented on committee Reviewed document that outlined each seat and why that population was chosen to be represented on committee. Courtney walked through governance and application Looked at table and composition. Deronda, Megan thanked Courtney for work
 -Question: Stephen: why are Vets and CMS ex-officio not special populations Vets: Important due to requirements of HUD and making sure they are included in prioritization; CMS: Homelessness is not just people who are on the streets; most are doubled up or in hotel and motels—looking at aligning the system; access to resources for students.

Motion: Approve proposed structure and governance of CoC Coordinated Entry Oversight Committee (Kathryn Firmin-Sellers made motion; Patrick Hayes second)

Motion: Approve proposed slate of Coordinated Entry Oversight Committee (Kathryn Firmin Sellers; Patrick Hayes second)

-Question: Deronda: will current situation effect people getting into housing? No; can still try to get them connected

-Data Advisory Committee (DAC) (Courtney LaCaria on behalf of Mary Ann Priester) Courtney gave a high-level overview of the committee and its evolution, which was outlined in the meeting materials. The committee started back in 2016 for community process to review data before submitting it to HUD. The committee wants to ensure diverse participation. In March 2019, the CoC membership voted to expand committee to review community data requests. The committee reviewed structure and best practices. They identified populations that were missing from the committee and created staggered terms. Courtney gave an overview of the proposed structure and governance and the proposed slate.

-Questions: None

Motion: Approve proposed structure and governance of CoC Data Advisory Committee (Stephen McQueen; 2nd Stacy Lowry)

Motion: Approve proposed slate of Data Advisory Committee members (Stephen McQueen; 2nd Patrick Hayes)

-HMIS Sub-Committee (Courtney LaCaria on behalf of Mary Ann Priester) This committee will get into the weeds of HMIS and will be made up of HMIS end users. Courtney walked through the proposed roles & responsibilities of the sub-committee.

-Questions: None

Motion: Approve formation of HMIS Sub-Committee of the CoC Data Advisory Committee (Warren Wooten; 2nd Stacy Lowry)

-NCHMIS Governance Community Representative (Courtney LaCaria on behalf of Mary Ann Priester) The NCHMIS Governance Committee consists of 2 staff and 1 community member of each of the 9 CoCs that participate in the statewide implementation. Charlotte-Mecklenburg has not previously had a community representative. Allison Winston is the Director of Data at Urban Ministry Center/Men’s Shelter of Charlotte.

-Questions: None

Motion: Approve Allison Winston as community representative to NCHMIS Governance Committee (Patrick Hayes; 2nd Warren Wooten)

-Board representation committees (Branden Lewis) Branden shared that the CoC Governance Charter states that each committee must have representation from at least one Board member and each Board member must participate in at least one committee or workgroup. Branden shared a chart that outlines where each Board member ranked their

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first choice. It worked out that each Board member who submitted their 3 options, should be able to be the designated Board member on the committee they chose as their first option, with the exception of Timicia Melvin who chose the Data Advisory Committee and Patrick Hayes already holds the CoC Board seat on that committee. There can be more than 1 Board member on each committee, but only the Board member who holds the designated Board seat will get to vote. Four Board members chose the Equity & Inclusion committee as their first choice so they will need to work together to designate voting Board member on the committee. New committees will hold off on forming until at least after the April Board meeting due to COVID-19. Deronda and Dennis still need to provide their choices. Deronda said she had submitted her choices, but said she chose CEOC and the Families workgroup. Dennis will email his choices to Branden.

-Questions? None.

Next meeting: Tuesday, April 23, 2020 2:00pm-4:00pm, location TBD

Voting survey will be sent out after the meeting and will be open for 24 hours. Results will be shared with Board members, CoC membership and be posted to the CoC website

- Meeting adjourned at 3:47pm

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