

# The Chautauqua County Homeless Coalition



*Promoting a uniform response to the needs of the homeless in our community*

## Meeting Minutes

**November 8, 2017 – Called to order 10:06 a.m.**

### **In Attendance:**

Gina Ward – STEL	Sue Mattingly – NYS DOCCS Re-Entry
Josiah Lamp – COI	Vicki Coan – DHHS
Patti Yokom – Chautauqua County Youth Bureau	Jon Anderson – DHHS
Josh Miller - COI	Shannon Higbee – Housing Options Made Easy
Lori Del Nero – COI	Jeff Hollern – City of Jamestown Dept. of Dev.
Cody Marsh - COI	Patrick Morris - CODE

### **1. Welcome & Introduction:**

Gina Ward (STEL) facilitated today's meeting. Attendees at both locations introduced themselves.

### **2. Review of Minutes:**

Minutes from the September 6, 2017 meeting were reviewed by all attendees. There were no changes or additions.

### **3. Membership Update :**

<b>Current Signed Membership Agreement</b>	
American Red Cross	Chautauqua-Cattaraugus Library System
Chautauqua County Youth Bureau	Chautauqua Opportunities, Inc.
City of Jamestown Dept. of Development	CODE
Community Helping Hands	Dunkirk Housing Authority
Erie 2-Chautauqua Cattaraugus BOCES	Housing Options Made Easy
Southern Tier Environments for Living, Inc.	YWCA of Jamestown
UCAN City Mission	

Outstanding Renewals (follow up from last meeting):

- Chautauqua County DHHS – Jon reported that the renewal is with the county attorney for review.
- NYS DOCCS – Sue will route for processing and follow up on status.
- Salvation Army – Patti will send contact information to Lori for additional follow up.
- Veterans Administration – no report.
- St. Susan Center – no report.
- It was suggested to reach out to Rural Ministries for possible membership. Josiah will contact.

### **4. HMIS Data:**

- a) Data & Statistic Review: HMIS data from 10/1/16 through 9/30/17 was presented for review. An update of the ongoing HMIS Data Monitoring Plan showed data quality at 99%. Revised & additional data to review starting at next meeting:
  - i. Year by year comparison.
  - ii. Clients served with previous residence being jail/prison.
  - iii. HMIS data vs. county data indicating access to resources (Shannon will forward recent county census data).
  - iv. Trends with disability status over time & number of disabilities by program type. What program clients with disability entered, along with outcome/destination at exit.
  - v. Length of stay statistics for emergency shelter & transitional housing only.
- b) Gina reminded attendees that HMIS data is available and useful when applying for grants, etc.

- c) HMIS Participating Agency Data Review: HMIS Data Completeness Report Cards were reviewed for each participating agency: COI, DHHS, Housing Options Made Easy, Southern Tier Environments for Living and YWCA of Jamestown. As of 9/30/17 all agencies are in compliance.
- d) UCAN City Mission has begun entering data into HMIS. Data will be reviewed starting with next meeting.

**5. Coordinated/Centralized Assessment:**

The Coordinated Assessment Committee will be meeting with HUD technical assistance via phone next week to assist with our process. To prepare for this call, the committee met after today's Homeless Coalition meeting. A training presentation will be finalized and training sessions for the Coordinated Assessment and the VI-SPDAT will be scheduled prior to the roll out date of January 23, 2018.

**6. Other Business:**

- a) 2018 Point In Time (PIT) Count – The count will be on January 25, 2018 from 4-8 am. Volunteer training has been scheduled for January 18<sup>th</sup>, starting at 10 am at the COI Jamestown office. Gina will be emailing more information in December. Please pass the information along to anyone who may be interested in volunteering.
- b) Code Blue/Warming Centers – Jon & Vicki reported that Code Blue will be in effect the same as last year. Vicki has sent updated policy information to law enforcement agencies with a reminder that Code Blue is in effect only when there is a 32° chill factor. Lori will send the information that was shared last year to the group as a refresher on the Code Blue policy. Gina will reach out to Tom Vitale for an update on using libraries in the county as warming centers.
- c) Josiah announced that the CoC grant application was reviewed/approved and has been submitted.
- d) Discussion regarding recent influx of those displaced by hurricanes in Texas and Puerto Rico. Vicki stated that DHHS has seen an increase and that there is a process in place for delayed documentation for those unable to provide. Availability of affordable housing, especially in the north county, is an issue.
- e) Josh announced the upcoming Veterans Stand Down event next Friday, November 17<sup>th</sup> from 10 am – 2 pm at the American Legion in Celoron. Any Veterans who are homeless or at risk of homelessness are welcome to attend. Cattaraugus County Veterans may also attend.
- f) Gina announced that STEL has received approval for ESSHI grants for two projects: 25 buildings/49 units for mixed use, and 70 overall units at the Gateway Center, with 25 designated for a mental health/drug and alcohol diversion program.

**7. Adjourn:**

There being no further business, the meeting was adjourned at 10:51 am.

***The date of the next meeting will be announced.***