

## **DURHAM HOMELESS SERVICES ADVISORY COMMITTEE**

**October 24, 2012**

**Committee Room - 2<sup>nd</sup> Floor - City Hall – 3:00 p.m.**

The Durham Homeless Services Advisory Committee (HSAC) met on the above date and time.

**Members present:** Chair Robert “Bo” Glenn, Vice-Chair Minnie Forte-Brown, Steve Hopkins, Kimberly Monroe, Fred Stoppelkamp, Reverend Chris Tuttle, Mayor Pro Tempore Cora Cole-McFadden, Pam Karriker, County Commissioner (for Michael Page); Thomas J. Bonfield, City Manager; Drew Cummings, Assistant County Manager; Dr. Deborah Bailey, Director, Academic Community Service Learning Program at NCCU; Mayme Webb-Bledsoe, Duke University; Sue Jackson, Executive Dean & Department Head of Continuing Education, Durham Technical Community College; Lois Harvin-Ravin, Durham County Veterans Services Officer and Bob Williamson, Durham VA Medical Center Homeless Coordinator.

**Excused Absence:** Committee Members John Bowman, Jackie Love, Homeless & At-Risk Liaison for Durham Public Schools and Joyce Payne.

**Absent:** Committee Member Reverend Warren Herndon

**Also Present:** Interim Director Reginald Johnson, Lloyd Schmeidler, Matthew Schnars, Department of Community Development; Christopher Gergen and Chantelle Fisher Borne, Bull City Forward; Jack Preiss, Housing Results Team; Patrice Nelson, Urban Ministries; Stephanie Williams, Alliance Behavioral Healthcare; Catherine Pleil, Durham IHN; Ryan Fehrman, Genesis Home; Reverend Ernie Mills, Durham Rescue Mission; Angela Holman, Urban Ministries Board Member and Sheila Bullock, Office of the City Clerk.

**Subject: Call to Order/Welcome**

Chair Glenn called the meeting to order at 3:01 p.m. and welcomed everyone.

**Subject: Public Comment Period**

None

**Subject: Minutes Review/ Approval**

**Motion** by Committee Member Hopkins seconded by Committee Member Tuttle to approve as written, the minutes of the August 22, 2012 HSAC meeting was approved at 3:02 p.m.

**Subject: Bull City Forward Report**

- Christopher Gergen, Bull City Forward, provided some background information and the mission of Bull City Forward.
- Chantelle Fisher-Borne, Bull City Forward, gave a power point presentation entitled “Homeless Families Work Group Progress Report, October 2012” which highlighted the following topics:
  - Preventive Services
  - Hearth Act
  - Support from Service Providers
  - Shifts in best practices
  - Need for more support in securing jobs and housing
  - Support received from the Department of Community Development
- Ms. Fisher-Borne shared the list of Service Providers that Bull City Forward is working with.

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- Ms. Fisher-Borne will make sure that the correct full name, Healing with CAARE, Inc, is included on her service providers' list at the request of Mayor Pro Tempore Cole-McFadden who wanted to make sure that Healing with CAARE, Inc. would not be left out. Committee Member Bailey requested the list of faith-based entities that have been engaged in the process. Ms. Fisher-Borne will send this list to her.
- City Manager Bonfield questioned at what point a comprehensive inventory would be created regarding the list of service providers. Additional discussion followed concerning this subject.
- Mayor Pro Tempore Cole-McFadden asked how to define what the Durham Rescue Mission does because she did not see them listed. Ms. Fisher-Borne stated they were left off in error and she would include them.
- Committee Member Williamson stated that Durham VA Medical Center may be on the list now because of the HUD VASH program. He will get Ms. Fisher-Borne in touch with the appropriate person.
- Comments were made about the difference between the Point-in-Time Count data and Durham Public Schools data. Ms Fisher-Borne stated they will be looking at this.
- Committee Member Hopkins requested more information about the report on disengaged youth in Durham Public Schools.
- Vice-Chair Forte-Brown talked about a new wrap-around service in targeted schools that establishes a relationship with parents which allows them to talk to someone they trust about their situation. C.C. Spaulding was the pilot school for this service. It helps Durham Public Schools to identify families in need and homeless. She added that the cost was 4 million dollars to have the program in 7 schools this year.
- After some discussion, it was determined that the Bull City Forward Report to the HSAC would be in the form of an on-line document. Committee Member Cummings also suggested that a "Gap" analysis be part of the report.
- Committee Member Hopkins noted that jobs are the issue. He added there are many people who are ready to go to work.
- Committee Member Webb-Bledsoe commented about engaging groups such as the library which encounters the homeless.

### **Subject: Review: Project Homeless Connect**

Matthew Schnars, Project Manager, Department of Community Development, reported that the Project Homeless Connect was held on October 11, 2012. A handout at the meeting provided the following information gathered from this event:

- 281 guests attended
- 49 Service Providers attended
- 268 individual representatives in attendance
- Current housing situation (Unsheltered, Shelter/TH Program, Doubled Up/, Facing Eviction, Permanent Housing, Undetermined)

Chair Glenn asked the Income Results Team to meet with Mr. Schnars about using this year's information from Project Homeless Connect to see how to work with it for next year.

**Subject: Interim Rule Review: Coordinated Intake**

Lloyd Schmeidler, Project Manager, Department of Community Development, gave an explanation of HUD's three levels of rule making: draft, interim and final. He also gave a brief overview of HUD's thoughts on Coordinated Intake and assessment.

**Subject: Coordinated Intake Update**

- Chair Glenn noted that the study of the Coordinated Intake assessment process has been assigned to the Access to Services Results Team. He encouraged anyone who was interested to join this team.
- Mr. Schnars gave an update of the Coordinated Intake Process. He also directed the Committee's attention to a handout entitled "*Introductory Guide to the Continuum of Care (CoC) Program*" and stated that the document would help members understand the Interim Rule a little better.
- After comments were made concerning Durham Social Services' (DSS) intake procedures, Chair Glenn asked that Committee Member Cummings' committee look at the possibility of DSS assisting the Coordinated Intake person with servicing the homeless clients.

**Subject: HUD NOFA Update**

- Mr. Schmeidler pointed out that although HUD says that Durham's "Preliminary Pro Rata Need" is \$975,392, HUD may not have enough money to fund a new project of \$223,201. This may pose a problem for the HSAC and the CoC Lead Agency because HMIS implementation will require at least \$63,000 to pay for CHIN.
- New project applications as well as renewal project applications are being received in the department on October 26, 2012.
- Citizens Advisory Committee (CAC) will begin their review of new project applications on November 10, 2012 and should be completing this process around November 26, 2012 or shortly thereafter.
- NOFA should be out in approximately 1- 3 weeks.

**Subject: Community Outreach: Grant Management Training**

- Mr. Schnars reported the Department of Community Development partnered with HUD and held a Grant Management Training on October 19, 2012.
- 19 participants attended with the majority being new agencies.
- Agencies participating asked for on-going support and training of various topics

**Subject: HSAC Results Team Updates**

**Homeless Prevention Results Team: Jackie Love, Chair, Mayme Webb-Bledsoe, Co-Chair, Stephanie Williams, Frank Bryant, Gail Erdheim, Claire Denning, Sharon Elliott-Bynum, Jennifer Meade, Katie Wright, Evelyn Scott, Staff: Matt Schnars**

- Mayme Webb-Bledsoe has been appointed Co-Chair of the Team
- Focus of this group will be Durham's homeless youth
- "Bo" Glenn, Jackie Love and Mayme Webb-Bledsoe are all registered and will be attending the "*Housing Options for Youth & Transition Workshop*" scheduled for November 1, 2012.

**Income Results Team: Bob Williamson, Chair, Lois Harvin-Ravin, Sue Jackson, Rose Harris, Patrice Nelson**

- Members held their first meeting where information was shared by Sue Jackson regarding preparing people for jobs through educational opportunities offered at Durham Tech.
- Patrice Nelson gave a brief overview of a pilot program that would assist households in securing employment. Staff with the Workforce Investment Act Program (WIA) has been assigned to also work with this pilot program.
- Committee Member Stoppelkamp pointed out that it would take a lot of work to get individuals eligible for the WIA program.
- Mayor Pro Tempore Cole-McFadden asked if the mobile service to the shelters was still available. Mr. Schnars explained that the cost is \$500.00 for the service to visit the site each time.
- Ms. Nelson noted that the biggest challenge was getting the GED.

**Access To Services Results Team: Drew Cummings, Chair, Kimberly Monroe, Vice-Chair**

- Request submitted from LATCH (Local Access To Coordinated Healthcare) for \$20,000 to fund immediate rental assistance for patients being discharged from hospitals.
- Team will be working with the Coordinated Intake Program.
- Representatives from Duke University Medical Center and Durham Regional Hospital (Department of Community Family Medicine) will be involved in discussions regarding discharge planning issues.
- CATCH (Coordinated Access to Care and Housing for the Homeless) presented a proposal at the Durham Health Summit that would develop a program to care for homeless individuals discharged from the hospital who need additional medical support. Julia Gamble received a planning grant in hopes that it can be used to hold a community meeting to receive feedback on how a respite care program could be developed for the community.
- Suggestion for an educational presentation: *“Impact of the Elections on the Affordable Care Act and the Homeless Population”*.

Mayor Pro Tempore Cole-McFadden suggested including someone from the Veterans Administration Hospital in the discharge planning process. Committee Member Williamson stated that he would find out who should be involved with this process.

**Performance Management Subcommittee: Minnie Forte-Brown, Chair, John Bowman, Joyce Payne, Catherine Pleil, Staff: Lloyd Schmeidler**

- Subcommittee met with Laura McDuffie who provided an analysis of CHIN.
- Ms. McDuffie recommends that the \$63,000 dollars to pay for CHIN be part of a grant that the HSAC should ask for.
- Subcommittee also looked at suggested performance measures.
- Mr. Schmeidler provided information concerning the Point-In-time-Count including benchmarks in other cities. The Subcommittee is sending invitations out to those who may want to help with the Point-in-Time Count including elected officials. Kaaren Johanson has also been asked to help.
- The Performance Management Subcommittee’s next meeting is November 5, 2012.
- Point-In-Time Count is scheduled for January 30, 2013. Committee Member Bailey commented that NCCU student interns would like to participate.

**Housing Results Team: Fred Stoppelkamp, Chair, Ryan Fehrman, Jack Preiss, Lindsey Adlage, Dallas Parks, Philip Jackson, Joi Stepney, I. Jarvis Martin, Staff: Lloyd Schmeidler**

- Committee Member Stoppelkamp stated that he is getting on the agenda to speak to Council in November regarding change in funding.
- An explanation was provided of the Team's expanded work plan.

Mayor Pro Tempore Cole-McFadden asked if the Housing Results Team would be making a recommendation concerning the Lincoln Apartments situation. Committee Member Stoppelkamp responded yes.

**Motion** by Committee Member Stoppelkamp, seconded by Committee Member Jackson to expand the Housing Results Team's role with its redefined work plan was approved at 4:45 p.m.

- The Team recommends that a priority be made on the ESG money for the involuntarily displaced tenants at the Lincoln Apartments.
- Mr. Schmeidler explained that this recommendation is referring to the rapid re-housing portion of the City's entitlement funds. Department of Community Development is currently making recommendations for these monies and it will take several months before funds can be awarded and used – possibly around January 1<sup>st</sup>.
- Mayor Pro Tempore Cole-McFadden noted that when Committee Member Stoppelkamp comes to City Council Work Session, staff will share with him all information needed concerning the availability of monies.
- Committee Member Jackson requested more information and understanding about the Lincoln Apartments matter.

**Motion** by Committee Member Stoppelkamp, seconded by Vice-Chair Forte-Brown that a priority be made on the ESG funding and rapid re-housing funding and that this funding be used to assist the displaced tenants at the Lincoln Apartments was approved at 4:51 p.m.

**Structure Subcommittee: Robert "Bo" Glenn, Chris Tuttle, Mayor Pro Tempore Cole-McFadden, John Bowman, Deborah Bailey, Warren Herndon, Steve Hopkins**

Chair Glenn called attention to a Structure Subcommittee Report included in Committee Members' handouts. He asked members to read the report at their leisure.

**Subject: Adjourn**

With no further business to come before the Committee the meeting was adjourned at 4:53 p.m. The next regular meeting of the HSAC is scheduled for Wednesday, November 28, 2012 in the 2<sup>nd</sup> floor Committee Room of City Hall at 3:00 p.m.

Respectfully Submitted

Sheila Bullock  
Office of the City Clerk