

## **DURHAM HOMELESS SERVICES ADVISORY COMMITTEE**

**Wednesday, October 23, 2013  
Council Chambers – 1<sup>st</sup> Floor – City Hall- 3:00 p.m.**

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

**Committee Members present:** Chair Minnie Forte-Brown, Dr. Deborah Bailey, Director of Academic Services Learning Program at NCCU, Thomas J. Bonfield, City Manager, Drew Cummings, Assistant County Manager, Robert “Bo” Glenn, Jr., Captain Stan Harris, Durham County Sheriff’s Department, Reverend Warren Herndon, Sue Jackson, Executive Dean/Department Head Continuing Education at Durham Technical Community College, Charita McCollers, MSW, Lincoln Community Health Center, Kimberly Monroe, Michael Page, County Commissioner, Fred Stoppelkamp, Reverend Chris Tuttle, Mayme Webb-Bledsoe, Pearlie Williams, Stephanie Williams, Alliance Behavioral Healthcare and Jason Wimmer, OEWD.

**Excused Absences:** Vice-Chair John Bowman, Committee Members Edward Abdullah, Mayor Pro Tempore Cora Cole-McFadden, Lois Harvin-Ravin, Lois Harvin-Ravin, Durham County Veterans Services Officer, Jackie Love, Homeless & At-Risk Liaison for Durham Public Schools, Shannon McLean, Chief Development Operations Officer, Durham Housing Authority and Bob Williamson, Durham VA Medical Center.

**Also Present:** Director Reginald Johnson, Project Managers Lloyd Schmeidler, Matthew Schnars (Department of Community Development), Nigel Brown, Joi Stepney (Housing for New Hope (HNH), Catherine Pleil (Durham Inter-Faith Hospitality Network (IHN), Stephen Hopkins (Campaign for Decent Housing) and Eddie Davis (Citizen)

### **Subject: Call to Order/Welcome**

Chair Forte-Brown called the meeting to order at 3:07 p.m. and read aloud the four goals of the HSAC. Afterwards she called for a moment of silence.

Chair Forte-Brown asked that members use the hand-held microphones that were provided in order that the Clerk would be able to hear and record the meeting appropriately. She also requested that speakers announce their names when addressing the HSAC in order to provide accuracy in the minutes.

### **Subject: Minutes Review/Approval (September 25, 2013 Minutes)**

Sheila Bullock (Office of the City Clerk) noted that she was unaware that City Manager Bonfield actually had an excused absence at the September 25, 2013 meeting instead of an absence.

**Motion** by City Manager Bonfield seconded by Committee Member Webb-Bledsoe to approve the September 25, 2013 minutes as amended was unanimously approved at 3:09 p.m.

### **Subject: Public Comment Period**

Stephen Hopkins (Campaign for Decent Housing) congratulated HSAC members and staff on having a successful Project Homeless Connect. He reminded everyone that homelessness has to be included in everything that they do otherwise they will not be able to attack it.

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He further explained that everything that happens within the City and County of Durham should involve something about homelessness in order for it to be addressed.

Mr. Hopkins also asked that the housing representative for HSAC come before the Campaign for Decent Housing group on November 6, 2013 at 5:30 p.m. to give a report on what the Committee does. He requested that Reginald Johnson, Director (Department of Housing and Community Development) come to the meeting and talk about the HSAC's goals regarding housing.

Committee Member Herndon made comments regarding two youths who each shot their teacher in separate situations. He encouraged the HSAC to put the highest focus on our children and our families to protect them.

Chair Forte-Brown added that the General Assembly has now passed legislation allowing firearms in public places such as school parking lots.

**Subject: Triangle Community Foundation Fund**

There is \$10,000 contained in the Triangle Community Foundation Fund that was previously established previously by leadership of the 10-Year Plan. Since the 10-Year Plan no longer exists the fund is now being turned over to the HSAC Committee. HSAC's Executive Committee consisting of Deborah Bailey, John Bowman, Minnie Forte-Brown and Reginald Johnson is recommending that the Income Results Team be assigned the task of reviewing and recommend guidelines of the administration of the fund by the HSAC. Policies and guidelines are needed.

In response to a question asked about what was the original purpose of the funds, Mr. Johnson stated that the money was raised from a fundraiser that was held. Minutes of the 10-Year Plan as well as the marketing at the time of the event indicated that the money was intended to go to "Circles of Support". The minutes also showed other options, but generally it was to be used in some way to end homelessness.

Additional discussion was held about what the funds should be used for. Chair Forte-Brown stated that the Income Results Team would be a better fit on deciding the use of the funds and then bring their recommendations back to the HSAC.

Committee Herndon recommended more funding go towards homelessness and not administrative cost. He also wondered if the funds could go towards programs for the youth.

Committee Member Glenn suggested the Income Results Team determine what the donors' intent for use of the funds may have been.

**Motion** by Committee Member Bailey seconded by City Manager Bonfield that the Income Results Team bring a proposal to the HSAC at their next meeting with guidelines to help direct how the money historically was intended to be distributed was unanimously approved at 3:21 p.m.

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### Subject: Project Homeless Connect Report

Matt Schnars, Project Manager (Department of Community Development) expressed his appreciation to Committee Members for their support of Project Homeless Connect. He highlighted the following items from the *2013 Durham Project Homeless Connect Summary Report*:

- 151 guests served at the event
- 133 volunteers assisted
- 130 Service Providers
- Total Attendance: 414
  
- Challenges:
  - Space limitation was a challenge because event was held at a smaller venue
  - Veterans Stand Down occurs two weeks prior to Project Homeless Connect and Service Providers are trying to participate in both events
  - Financial and time cost of event
- Sponsors: PNC, Michael Jordan Nissan, St. Titus Episcopal Church and a Woman's Group

Further discussion regarding the 2013 Project Homeless Connect Summary Report included:

- Demographics of the event
- Use of the intake Form
- Connecting individuals to the appropriate services during the event

Chair Forte-Brown and City Manager Bonfield agreed that persons in need should be connected with the proper services.

Julia Gamble, Healthcare for the Homeless Connect, Lincoln Community Health Center reported that her participation as a service provider in Project Homeless Connect this year was a very positive one. She thanked Alliance Behavioral Healthcare and Project Homeless Connect for helping to remove the barriers that allowed her to make connections with three individuals during the event to get them the services they needed.

Committee Member Stephanie Williams stated that Alliance Behavioral Healthcare was able to connect more than 50 people during the event.

Committee Member McCollers reported that she assisted an individual she had been working with at Lincoln Community Health Center who needed housing. She was able to make connections for him at Project Homeless Connect and he now has housing.

In response to Committee Member Bailey's question as to what kind of assessment was given by providers and volunteers and what the guests thought about the event, Mr. Schnars responded feedback was received when the guests checked out of the event.

**Subject: November HSAC Meeting**

A draft agenda of the November 20, 2013 joint meeting between the HSAC and the Council to End Homelessness in Durham (CEHD) was presented by Committee Member Tuttle for review by HSAC members. Chair Forte-Brown provided the format of how the meeting will progress.

Committee Member Stoppelkamp wanted to know if organizations that are part of the CoC be required to be in the CHIN system. Lloyd Schmeidler, Project Manager (Department of Community Development) explained that the requirement is any agency that receives federal CoC funding should record those services in housing in CHIN. Programs that are not getting COC funds can still participate in the CoC.

**Subject: HMIS Governance Agreement**

Mr. Schmeidler gave an overview of a document entitled *Memorandum of Understanding between North Carolina's Continuum of Care and the North Carolina Housing Coalition*.

Additional discussion followed concerning the question does a provider have to use CHIN in order to be a CoC.

Reginald Johnson, Director Department of Community Development stated that the CoC and the use of CHIN were two separate things. He explained that the definition of who is a member of the CoC is broad and who is required to use CHIN depends upon where the funding is coming from. He added that an organization could be a member of the CoC and not receive any money.

**Motion** by Committee Member Glenn seconded by City Manager Bonfield to approve the Memorandum of Understanding presented by staff was unanimously approved at 4:05 p.m.

**Subject: Homelessness in the Triangle Report**

After a summary of the *Homelessness in the Triangle Report* by Mr. Schnars Committee Members commented on items such as:

- Durham's participation in CHIN being lower than Orange and Wake Counties
- The United Way's role relating to coordinated intake and the process of raising funds
- What is the possibility of coordinated intake becoming a triangle wide program

Mr. Schnars noted that Winston Salem has been identified as having made important changes to help end homelessness. Next steps will be a follow-up meeting of stakeholders from Winston-Salem to get some insight from them.

**Subject: Subcommittee Updates**

**Housing Results Team (Fred Stoppelkamp, Chair)**

- At the team's last meeting members expressed the frustration regarding the shortage of funds being cut from Durham Housing Authority (DHA) effective 2014
- Team recommends that the HSAC invite Dallas Parks, DHA CEO and/or Shannon McLean, DHA/HSAC member to the next meeting to talk about the specifics of how DHA will be affected by the cuts as well as talk about the Rental Assistance Demonstration (RAD) program.

**Access to Services Team (Kimberly Monroe, Vice-Chair)**

- Committee Member McCollers has joined the Access Team
- Update on the Access to Care (partnership for a Healthy Durham) was given and the group will be looking at transportation issues of the homeless
- Since the HSAC's endorsement of the Medical Respite Proposal last month, the Team has been developing a resolution that will be forwarded to the elected bodies

**Youth Results Team (Jackie Love, Chair / Mayme Webb-Bledsoe, Co-Chair)**

- The group is working with Jennie Owens (Duke University) to coordinate some initial work in Durham Public Schools (DPS) with homeless. Chair Jackie Love is working to get this effort approved and hopefully more information can be shared at the next HSAC meeting.

**Income Result Team (Bob Williamson)**

No report was given.

**Performance Management (John Bowman, Chair – Report given by Minnie Forte-Brown)**

- The group met and reviewed documents and discussed criteria for CoC.

Committee Member Stoppelkamp expressed his concern about trying to get the Durham Rescue Mission into CHIN. He feels that the HSAC needs to re-visit this issue and maybe invite the Durham Rescue Mission's board to attend a meeting of the HSAC and address it with them. He states that the numbers in CHIN is a poor reflection on Durham.

In response to Committee Member Herndon's question as to whether the HSAC is on course with their timeline for 2014 and is the history being recorded, Mr. Schnars talked briefly concerning timelines of certain events that always take place at a particular time such as the Point-in Time Count and Project Homeless Connect but he noted that it is more difficult to narrow down time lines for ESG or the CoC process.

Committee Herndon requested that a timeline be brought in early 2014. Mr. Schnars stated that staff could do that. Additional comments were made regarding this issue as well as the Durham Rescue Mission becoming a part of CHIN.

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Committee Member Glenn commented that he did not see chronic homelessness ending by 2015. He asked if maybe they needed to define what they Committee is doing because he doesn't feel they will make that goal.

Chair Forte-Brown stated that the November 20, 2013 joint meeting with CEHD would be a great time to look at their goals.

**Subject: Adjourn**

With no further business to come before the body, Chair Forte-Brown adjourned the meeting at 4:34 p.m. The HSAC will meet jointly with CEHD on Wednesday, November 20, 2013 at 3:00 p.m. in the Council Chambers located on the 1<sup>st</sup> floor of City Hall.

Respectfully Submitted

Sheila Bullock, Office of the City Clerk