



MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE

COC BOARD MEETING MINUTES

November 10, 2021

[Meeting Recording](#)

Password: BOSCO

Board Members Present

Allegany County: Susan Malone, David Nedved
Cecil County: Gwen Parrack, Earl Grey
Garrett County: Carrie DiSimone, Gregan Crawford
Southern MD: Jacquelyn Culver, Corae Young
Washington County: Mark Sewell, Tyrell Wilson
MD Department of Education: Melissa Surgeon
MD Department of Disabilities (MDOD): Chelsea Hayman
MD Department of Health (MDH): Priya Arokiaswamy
MD Dept. of Housing and Community Development (DHCD): Stuart Campbell
MD Department of Labor (DLLR): Erin Roth

Board Members Absent

Southern MD: Cynthia Brown, Lanny Lancaster
MD Department of Human Services (DHS): Lauren Molineaux
MD Department of Veteran Affairs (MDVA): Dana Burl
MD Department of Public Safety and Correctional Services (DPSCS): Vacant

CoC Lead Present

Danielle Meister, Carolyn Curry

HMIS Lead Present

Jason Burns, Sam Bochinski

- I. Welcome & Call to Order
 - Board Chair Carrie DiSimone called the meeting to order at 1:00 pm. Quorum requirements were met. The Chair reviewed the meeting agenda and reminded attendees of meeting logistics.
- II. Approval of September 2021 Board Meeting Minutes
 - The September CoC Board Meeting minutes were reviewed
 - Mark Sewell moved to approve the minutes, Dave Nedved seconded the motion
 - The September minutes were approved by unanimous vote
- III. Committee Reports
 - Executive Committee: Update reserved for CoC Funding discussion and vote
 - HMIS Committee: Cumberland YMCA in Allegany County contributed \$20,000 to the BoS for future HMIS user training expenses. The FY22 HUD HMIS Data Standards include minor overall changes, but will require updates to HUD CoC APR, HUD ESG CAPER and SSVF Export. The upcoming HMIS User Forum is 1/17 at 10:30am. The FY21 HUD System Performance Measures will be due on February 28. Team HMIS will review draft reports with the HMIS Committee prior to submission.

- Coordinated Entry Committee: Committee finalized a set of standardized operational forms & templates; all are now available online on the BoS Website. Team HMIS is finalizing the By-Name List automation process to allow for clients to be prioritized per policy & sortable to best meet project eligibility requirements. End user training development in progress, training will include all aspects of the coordinated entry process and HMIS tools.

IV. CoC Lead Report

- All new and renewal CoC project applications were received, and the Performance Review Committee met on October 29 to rate and rank the projects. Per HUD guidance, all renewal projects are in Tier 1 and are expected to be conditionally renewed. The CoCs Collaborative Application is in progress and will be submitted to HUD on Tuesday November 16, all materials will be posted to the BoS website for public review.
- All merge related activities are underway with Harford County. HMIS tasks are in progress and representatives will be appointed to the Board and all committees.
- 808 statewide vouchers were made available through the EHV program and 196 went to DHCD. The BoS had to complete an MOU with DHCD per program requirements; currently the vouchers are available for Garrett & Allegany Counties, additional meetings are being scheduled with other CoCs and local PHAs across the BoS to explore expanding services across the geography. There are several onsite aspects to implement the vouchers, including inspections. DHCD doesn't have an infrastructure in place to manage this so looking for partnership opportunities to expand services. The vouchers are intended to target homeless and at-risk households and all referrals must come through Coordinated Entry.
- HUD has not published formal guidance on the 2022 PIT Count; the BoS may have the option to opt out of the unsheltered count in 2022 but will need to balance local needs vs Federal reporting.
 - Cecil, Garrett, Allegany and Washington Counties are ok requesting the waiver to not complete the unsheltered count
 - Southern MD will discuss the waiver option with the LHC before making a final recommendation

V. CoC Funding Updates

- The CoC NOFA Priority Listing was presented for review and discussion
 - i. A motion to accept the Priority Listing was made by Mark Sewell, Corae Young seconded the motion
 - ii. All board members with a conflict of interest abstained from voting
 - iii. The Priority Listing was approved unanimously
- The BoS is submitting a new project application for HMIS funding, however only the HMIS Lead can request HMIS funds in the CoC competition. The current HMIS Lead, Team HMIS, is not eligible to apply for HUD funding. To apply for funding, the BoS will need to formally change the HMIS Lead to DHCD
 - i. A motion to accept the change of HMIS Lead from Team HMIS to DHCD was made by Mark Sewell, Dave Nedved seconded the motion
 - ii. Changing the BoS CoC HMIS Lead was approved by unanimous vote

VI. Local Homelessness Coalition Reports

- *Allegany County*: Dave Nedved – Homeless Resource Day was held on September 17, the event was held outdoors with safety protocols in place. The LHC meeting was on October 20, the main discussion was funding status of various sources. A Task Force created to coordinate services across providers, not all agencies can participate due to privacy issues.

Cold weather shelter opened on November 1. We are seeing more women than men this year. This has led to more restrictions than usual – expect numbers to decrease as a result.

- *Cecil County*: Gwen Parrack – We are preparing for winter shelter; it will operate from November 15 – April 2 and operated on a motel voucher model. We had our HSP monitoring this morning, the next LHC meeting is on November 16.
- *Garrett County*: Carrie DiSimone– We have no cold weather shelter in place but rely on motel stays. We are having some difficulty with room availability and willingness to work with our clients. We partner with Allegany County and West Virginia, when possible, for space. ERAP remains our main focus, subgrantee monitoring underway, HSP monitoring next week
- *Southern Maryland*: Jacquelyn Culver– we met last week and are finalizing the cold weather plan and local resource days. We will be electing a new LHC chair since Jacquelyn is stepping down due to serving in new role. We continue to focus on ERAP.
Corae Young – Charles County held its resource day at the stadium and were able to serve 207 households with 648 people. We are seeing an increase in clients with physical and behavioral health needs, we are working to ID the most appropriate placements and services. Our cold weather shelter is in place, churches are not available to participate until January, we are using motels for now. The White Plains ES is now open, we are training staff and will have 25 beds, 5 medical respite beds and more space in the future. We don't have enough housing right now and have difficulties transitioning clients out of shelter, we are looking in other counties for housing options.
- *Washington County*: Mark Sewell – Our cold weather shelter is in the 2nd week of operation; it is currently 2/3 full but we expect full capacity in next week. It is a congregate setting, but we are using the same operational practices from covid. Our LHC meeting is scheduled for December 2. We are expecting staff shortages from the vaccine requirements. We are having the same issues with lack of available housing units. There is no ERAP funding available at this point, but have over 100 applications.

VII. State Agency Updates

- Chelsea Hayman: We have been meeting with other Disability Serving agencies to coordinate efforts, we will meet again in January, anticipate overlap with homelessness.
- Erin Roth: Next week is National Apprenticeship Week, we have over 20 events scheduled across the state to highlight efforts.
<https://www.dllr.state.md.us/employment/appr/apprweek.shtml>
- Priya Arokiaswamy: Several PATH trainings are scheduled in the coming weeks and there is a PATH Conference scheduled for January. All jurisdictions in the BoS are covered by PATH services.

VIII. Future Board Meeting Agenda Items

- None

IX. Public Comment

- None

X. Adjournment

- Meeting adjourned at 2:00 p.m.

Vote Summary:

- September Meeting Minutes Approved
- FFY2021 CoC Priority Listing Approved
- HMIS Lead Agency Change to DHCD Approved