



**ENDING
HOMELESSNESS
IN MARYLAND.**

TOGETHER.

**January 2024
Maryland BoS CoC
BOARD MEETING**



**MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE**

Housekeeping

- Attendance/quorum will be taken automatically via Zoom
- This meeting will be recorded and made available to the public
- Board members should join via computer so you can participate in voting
- Public comment will be accepted at the end of the meeting

Welcome & Call to Order

Corae Young, Board Chair



Meeting Agenda

- I. Welcome & Call to Order
- II. Approval of Board Meeting Minutes
- III. Committee Reports
- IV. CoC Lead Report
- V. Local Homelessness Coalition Reports
- VI. State Agency Updates
- VII. Future Board Meeting Agenda Items
- VIII. Public Comment
- IX. Adjournment

Meeting Minutes



Vote to Approve Meeting Minutes



Are there any amendments or changes to the November 2023 Board Meeting Minutes?

1. **First Motion to Take Vote**
2. **Second Motion to Take Vote**

Vote to approve using the poll on your screen.

Committee Reports



Executive Committee

Annual CoC Governance Charter Review

- Available online: [Governance Charter - 2024 Draft](#)
- All edits / suggestions due February 28, 2024
- Will review updates and vote to approve in March
- To submit feedback – leave comments directly on the document or send to boscoc.dhcd@maryland.gov

Suggestions could include:

- *New policy addition*
- *Modification to existing policy*
- *Edits/Clarifications*

Executive Committee

Board Member Term Rules

MD BoS CoC Board Members will serve ***two-year terms*** and may serve ***unlimited consecutive terms***. Board members will be ***reelected or reappointed via the LHC process or via agency appointment*** which the Board will confirm upon notification.

Term Renewal / Replacement Notification

Please notify carolyn.curry@maryland.gov

First	Last	LHC or State Agency	Term Start	Term End
Susan	Malone	Allegany	1/1/2022	12/31/2023
David	Nedved	Allegany	1/1/2022	12/31/2023
Earl	Grey	Cecil	1/1/2022	12/31/2023
Gwen	Parrack	Cecil	1/1/2022	12/31/2023
Kenneth	Oldham	Frederick	5/1/2023	12/31/2024
Michelle	Ott	Frederick	5/1/2023	12/31/2024
Fred	Polce	Garrett	5/1/2022	12/31/2023
VACANT		Garrett		
Pamela	Craig	Harford	1/1/2022	12/31/2023
Robin	Tomechko	Harford	1/1/2022	12/31/2023
Florence	Brooks	Southern MD	7/1/2022	12/31/2023
Cynthia	Brown	Southern MD	1/1/2022	12/31/2023
Jacquelyn	Culver	Southern MD	1/1/2024	12/31/2025
Corae	Young	Southern MD	1/1/2022	12/31/2023
Dr. Mark	Sewell	Washington	1/1/2022	12/31/2023
Tyrell	Wilson	Washington	1/1/2022	12/31/2023
Priya	Arokiaswamy	Maryland Department of Health	1/1/2022	12/31/2023
Dana	Burl	Maryland Department of Veterans Affairs	1/1/2022	12/31/2023
Chelsea	Hayman	Maryland Department of Disabilities	1/1/2022	12/31/2023
Patricia	Julianelle	Maryland State Department of Education	4/1/2023	12/31/2024
Danielle	Meister	Maryland Department of Housing and Community Development	9/1/2023	12/31/2024
Casey	Tiefenwerth	Maryland Department of Labor	3/1/2022	12/31/2023
VACANT		Maryland Department of Public Safety and Correctional Services		
VACANT		Maryland Department of Human Services		

Executive Committee

Officer Terms

The Chairperson & Vice-Chair shall be elected by the CoC Board and shall ***serve for a term of two years*** beginning January 1 of the calendar year, with terms expiring December 31. Officers ***can serve no more than two elected consecutive terms*** during a regularly scheduled election and ***may serve multiple nonconsecutive terms*** if reelected.

Officer Elections

CoC Board Officer nominations shall be submitted by current Board members or the Executive Committee as officer seats become available. ***Nominees must be a current board member and in good standing.***

Officer elections shall be conducted during the November Board Meeting with terms starting on January 1 the following year. Officers will be elected based on a majority vote of the board. ***The nomination process will be open for two weeks prior to the vote.*** In the case of unplanned officer vacancy, Board members may make a motion to nominate and install a new officer at the next scheduled board meeting without prior notice.

Executive Committee

Current Officers for Re-Election – 2nd Term

- Corae Young, Board Chair
- Mark Sewell, Board Vice-Chair

Call for Nominations

- Nomination period open until January 31, 2024
- Send nominations to Carolyn.curry@maryland.gov
- The board will receive link to e-vote on February 1, 2024 with further instructions

HMIS Committee

Frederick County HMIS Merge

- Merge complete on 12/1/23; Team HMIS working to resolve bugs, schedule end user training and restructuring project setup

WellSky Federal Reporting Update Status

- The HUD FY24 CoC APR, DQF and CAPER reports were updated and released in our HMIS on January 8 and are currently available to users
- The HUD FY24 Coordinated Entry APR and System Performance Measures report are estimated to be available in HMIS on 2/15
- The PATH Annual Report is estimated to be available on 3/7

Federal Reporting Deadlines

- HUD LSA is due 1/24, TeamHMIS is on track for an accurate and on time submission
- HUD System Performance Measures report due to HUD Winter 2024
- HUD PIT & HIC reports due to HUD April 30, 2024

2024 PIT Count Committee

Count night: January 24th

- The committee has been meeting since November to finalize dates, methodology and survey
- LHC leads have been planning locally to recruit volunteers, identify locations / routes to survey, finalize local logistics
- New this year, the BoS will use the “Counting Us” mobile app for all unsheltered survey collection
- The BoS will use HMIS to gather all shelter data, and will post a form to gather all non-HMIS participating agency shelter data

2024 PIT Count Committee

- New this year, the BoS will use the “Counting Us” mobile app for all unsheltered survey collection
 - Allows for real time survey data access, identifying hotspots of camps for future planning, more user-friendly format – less trying to interpret messy handwriting*
- Mobile app that volunteers / staff can download to phone and conduct surveys on the spot
- Each LHC will have a least one designated system administrator who will be able to access the [Command Center](#) and view results as they come in
- All data will be treated as confidential, maps and known locations will not be made public

Counting Us App Registration

2024 Unsheltered & Observation Tally Surveys

1. Download the “Counting Us” App from the [Google Play Store](#) or the [Apple Store](#).
2. Tap "Register" to create an account; fill in your information and hit "Submit Registration".
3. Enter in your account information and tap "Login".
4. Tap Join Count and enter in the "Setup Key": “**MDBoS**”
5. Enable Location Settings
6. Click “forgot password” to get an email to create your password.
7. Click the link in your email and login with your new password.
8. You're all set to participate in the count!

[YouTube Tutorial](#)

Note: If you have previously registered an account for the “DEMO” version, click “Change Count” on the App’s homepage.



GETTING STARTED with the Counting Us App

For use in the HUD Point-In-Time homeless census

1 Download the Counting Us app using the QR code or search for "Counting Us" from Google Play or the App Store. 



**Setup Key:
MDBoS**

2 Tap "Register"



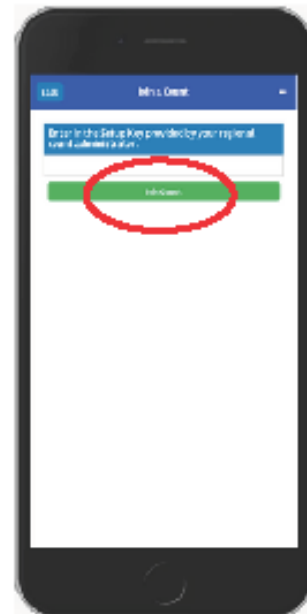
3 Enter Your Info and tap "Submit Registration"



4 Tap "Login," "Choose Count," and then "Join New Count"



5 Enter your Setup Key and tap "Join Count"



6 Tap "Get Started" and you are ready to start the count!



Coordinated Entry Committee

System Launch

- Allegany, Garrett & Cecil Counties received CE training in Nov/Dec; all are in the process of converting existing client data in HMIS to the new By Name List; working to schedule first LHC-wide case conference meetings
- BoS staff has started meeting with Southern MD LHC leadership for Coordinated Entry System planning and training needs
- Frederick Coordinated Entry training will be scheduled in the next few months

CoC Lead Agency Report

DHCD



BoS Updates

BoS Staffing Update

[Balance of State Help Desk Coming Soon](#)

HSP Ad-Hoc Committee

CoC Board approved an ad-hoc committee to develop tools, guidance and processes for LHCs to use for HSP funding application process.

- The committee will meet twice to review, edit and approve proposed tools in late December/January
- The committee will present recommendations and tools to the board for approval/adoption at the January Board meeting
- Committee membership will require at least one member from each Local Lead Agency

Examples of possible work items:

- Develop guidelines for local LHC committees in overseeing the project selection process
- Develop shared communication standards for grantees/subgrantees
- Develop sample scoring tools LHCs could use to evaluate program design and performance
- Develop written standards for HSP

DHCD Updates

New Homeless Solutions Division Update

MD ICH Updates

Maryland Interagency Council on Homelessness Meeting

Wednesday, February 28, 2024

1:00 – 3:00 pm

[Virtual Meeting Link Forthcoming](#)

Legislative Preview

Housing Package

Advocacy Committee

Overview

This sub-committee will actively engage with elected officials and policy makers to advocate regarding pending legislation and regulatory matters related to homeless and housing services.

The committee plans to influence policy and ensure they meet the needs of those that are served.

The committee also will propose legislation that will support both the short- and long-term needs of its households, based upon grassroots efforts.

The sub-committee will monitor, review, evaluate and recommend improvements to legislative and regulatory practices.

Local Homeless Coalition Reports



LHC Reports

General Topics

- General Updates
- Where is help/collaboration/
support needed
- Peer & Resource Sharing

LHC

- Allegany
- Cecil
- Frederick
- Garrett
- Harford
- Southern MD
- Washington

State Agency Updates



Agency Reports

Agency

- Maryland Department of Disabilities
- Maryland Department of Education
- Maryland Department of Health
- Maryland Department of Veterans Affairs
- Maryland Department of Housing and Community Development
- Maryland Department of Human Services
- Maryland Department of Labor

Future Agenda Items



Future Agenda Items

Requested Items

-

Public Comment



Adjournment

