



MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE

COC BOARD MEETING MINUTES

May 18, 2023: 1pm-3pm

[Meeting Recording](#)

Board Members Present

Allegany County: Susan Malone, Dave Nedved
Cecil County: Earl Grey
Frederick County: Michelle Ott
Harford County: PJ Craig
Garrett County: Fred Polce, April Sisler
Southern MD: Florence Brooks, Cynthia Brown, Corae Young
Washington County: Tyrell Wilson
MD Department of Labor (Labor): Casey Tiefenwerth
MD Department of Education: Patricia Julianelle

Board Members Absent

Cecil County: Gwen Parrack
Frederick County: Kenneth Oldham
Harford County: Robin Tomechko
Southern MD: Anna Wood
Washington County: Mark Sewell
MD Dept. of Housing and Community Development (DHCD): Stuart Campbell
MD Department of Disabilities (MDOD): Chelsea Hayman
MD Department of Health (MDH): Priya Arokiaswamy
MD Department of Human Services (DHS): Vacant
MD Department of Public Safety and Correctional Services (DPSCS): Vacant
MD Department of Veteran Affairs (MDVA): Dana Burl

Committee Chair Present

Coordinated Enty: Brian Wainwright

CoC Lead Present

Becky Burrow, Carolyn Curry, Danielle Meister

HMIS Administrator Present

Samantha Bochinski, Jason Burns

TA Staff Present

Katie Peterson

I. Welcome & Call to Order

Quorum was confirmed, Corae Young called the meeting to order at 1:00 pm. Young introduced new board members Kenneth Oldham and Michelle Ott who are representing the Frederick County LHC.

II. Approval of April 2023 Board Meeting Minutes

Young asked for amendments or comments on the April board minutes, none were made. Young asked for a motion to approve the minutes, Brian Wainwright made the motion, Tyrell Wilson seconded the motion. The board unanimously voted to approve the minutes.

III. Committee Reports

Executive Committee: Young presented the CoC Governance Charter and proposed annual updates and asked for any amendments or comments. There was discussion on eligibility requirements for the Performance Review Committee members. No additional comments were made. Young asked for a motion to approve the charter, Earl Grey made a motion, Florence Brookes seconded the motion. The board unanimously voted to approve the charter updates.

HMIS Committee: Jason Burns announced that the Frederick County LHC HMIS merge will resume after a hiatus and he will contact the vendor for updated contract requirements. The committee continues to identify ongoing challenges with provider updates and system glitches. The MD Data Warehouse will be pulled quarterly on July 1.

The Board reviewed the 2023 Point in Time and Housing Inventory Count results, Young expressed concerns on bed utilization rates and requested context on why usage is so low and for an LHC level utilization to be added to the report.

Coordinated Entry Committee: Wainwright announced that the new CES will be piloted with the Washington County LHC, on site training will be held on May 22 and the system will officially switch the same day. The initial roll out will help to identify areas of focus and concern including HMIS setup, end user training and client assessment data conversion. Additional LHC rollouts are being scheduled, Harford County LHC will begin planning in June and the remaining LHCs will be scheduled at a later date. The committee meetings will continue to focus on the system rollout, best practices and peer sharing.

IV. CoC Lead Report: Carolyn Curry reported that the FY2023 CoC Competition policies are in progress and may need an additional board meeting or e-vote on the document pending the timing of release of the NOFO.

DHCD Updates: Danielle Meister provided a recap on the April ICH Workforce/Homeless Services Symposium. Casey Tiefenwerth requested any feedback on the conference for future planning. Wainwright highlighted the impact of the Lived Experience panel on staff in attendance and stated he would like more opportunities for regional breakouts for brainstorming and coordination. Tiefenwerth reported that the department is considering regional, micro sessions for further strategic planning and to solidify relationships. Young agreed that the Lived Experience was the most useful session and served as a reminder to make services more accessible; requested more suburban and rural perspective in a future session. Tiefenwerth stated that she will be updating the symposium resource page and the roster of attendees to send to all participants.

V. Local Homelessness Coalition Reports

Allegany County: David Nedved reported the LHC meeting was held the day before, there is an optimistic feeling about new leadership, they are determined to bring more people into the fold. The Board of Education reported trends with homeless youth and seeing an increase in non-English

speaking students, primarily Spanish & Korean languages. There is an emphasis in the LHC on finding other funding supports for the coalition.

Cecil County: None

Frederick County: Michelle Ott reported that the LHC is working with a consultant to improve certain areas of project performance. The county is also seeing more students from the non-English speaking population, would like to include education representation on the local board; recently added the local PHA to the collaborative LHC board.

Garrett County: April Sisler reported that the LHC met on May 9th, the Rose Terrace shelter recently flooded, down from nine to three beds, others relocated into hotels / housing. The LHC has been working with a local motel to build a bridge to get additional motel related assistance.

Harford County: Wainwright reported that the Homeless Resource Day was a success. The LHC is working to move local LHC meetings to end of month after all CoC/LHC committees meet to better filter current information into the community. The LHC is working to strategize and advocate for an expansion of single adult shelter; working on non-congregate shelter to increase capacity and to lower barriers to entry. Currently advocating to increase veteran focused services in the LHC, would like more transitional housing in the county to improve veteran quality of life. The fiscal year is ending and the LHC is looking at year end processes and reporting. The LHC was a recipient of reallocated ESG CV funds. The LHC is working on eviction prevention resources and service, see a spike of evictions this time of year as funds run down.

Southern MD: Young reported that the LHC is setting strategic goals and subcommittee goals and is working on recruiting additional members. Homeless prevention resources are running low, two of the three counties are out of ERAP fund. All shelter providers reporting bed openings leading to concern about the low utilization rates. Catholic Charities is transitioning the CoC PSH project and reducing emergency shelter by 40 beds in August due to funding challenges.

Washington County: Wilson reported that the LHC met earlier in the day; the LHC will be meeting Monday for the Coordinated Entry rollout and training. The LHC is seeing issues with landlords and affordable housing; a landlord of a larger size building is not paying utilities; the city has condemned several buildings recently resulting in an increase in homelessness. The local homeless outreach grant has an open RFP, the previous provider held the funding for 27 years, now seeking a new provider. RFP responses are due 5/31/23, the decision will be made by 6/15/23 and the new project will start 7/1/23. The LHC is planning for gaps from the provider switch.

Local PSH project is getting more referrals of people not ready for housing, seeing more turnover in units and an increase in safety concerns. Wainwright reported that Harford County is seeing the same, there were recently three removals from PSH projects, leading to higher costs and an inability to serve others. Want to better leverage resources.

Wilson said the LHC is seeing \$17,000 water bills and electric bills ranging from \$2,000-5,000. Since Covid is over, companies are trying to collect funds. Young reported that the state had funding for water bills that went to the local DSS offices, may be out; the MD Energy Assistance program might be an option. Wilson reported that energy assistance may be for future needs, won't cover those who are behind. There is an arrearage portion of funds that can be used every 5-7 years, but there

are limits on total amounts that can be paid. Wainwright said that utilities may not have to be cut off to receive assistance, notice of termination may be enough. Sisler reported that clients can get help one time every five years, up to \$5,000 for electric. The local DSS office helps with water; FEMA funds have helped with utilities in the past.

VI. State Agency Updates:

Maryland Department of Disabilities: None

Maryland Department of Education: Patricia Julianelle reported that schools are in the middle of monitoring for youth homelessness related services; the department recently awarded small grants to districts who were cut in prior years. Requested to be invited to the Workforce Conference next year and would like to involve young people. Tiefenwerth stated that Labor is planning to include other state agencies in future.

Maryland Department of Health: None

Maryland Department of Veterans Affairs: None

Maryland Department of Human Services: None / Seat Vacant

Maryland Department of Labor: Nothing additional.

VII. Future Board Meeting Agenda Items

Young requested a discussion on working to build better relationship with missing partners; would like to identify ways to fill gaps on local performance review committees. Would like for resource sharing and a question/answer session as an ongoing agenda item.

VIII. Public Comment

None

IX. Adjournment

Young asked for a motion to adjourn the meeting, Wainwright made the motion to adjourn, Sisler seconded the motion. All approved, the meeting adjourned at 2:36 pm.

VOTE SUMMARY:

April 2023 Meeting Minutes Approved

Upcoming BoS CoC Board Meetings

July 20, 2023: 1-3pm September 21, 2023: 1-3pm November 16, 2023: 1-3pm