



**ENDING
HOMELESSNESS
IN MARYLAND.**

TOGETHER.

**MARCH 2022
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. Introduction of New Members
- III. Approval of February Board Meeting Minutes
- IV. Committee Reports
- V. CoC Lead Report
- VI. CoC Governance
- VII. Local Homelessness Coalition Reports
- VIII. State Agency Updates
- IX. Future Board Meeting Agenda Items
- X. Public Comment
- XI. Adjournment

Welcome New Members



New Members

- Shanna Edmond: Maryland State Department of Education
- Casey Tiefenwerth: Maryland Department of Labor

February Meeting Minutes



Vote to Approve Meeting Minutes



Are there any amendments or changes to the February 2022 Board Meeting Minutes?

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

Vote to approve the meeting minutes using the poll on your screen.

Committee Reports



Executive Committee

- Balance of State CoC [2022 - 2023 Strategic Priority](#)

FY2021 CoC NOFA

FY2021 MD-514 CoC Awards

Rank	LHC	Applicant Name	Project Name	Housing Type	Project Type	Allocations Award	HUD Award	Difference
Tier 1								
1	SM	Housing Authority of St. Mary's County, MD	Aldridge PwD#16 Consolidated Grant - 2021 Renewal	PSH	Renewal	\$ 98,252.00	\$ 100,100.00	\$ 1,848.00
2	SM	Housing Authority of St. Mary's County, MD	Marek PwD#9 Consolidated Grant 2021 Renewal	PSH	Renewal	\$ 197,685.00	\$ 201,153.00	\$ 3,468.00
3	AC	Allegany County Human Resources Development Commission	HRDC Leasing Supportive Housing Project	PSH	Renewal	\$ 14,368.00	\$ 14,824.00	\$ 456.00
4	SM	Catholic Charities of The Archdiocese of Washington, Inc	Fortitude	PSH	Renewal	\$ 165,177.00	\$ 169,403.00	\$ 4,226.00
5	WC	Potomac Case Management Services, INC	WC PSH Families	PSH	Renewal	\$ 35,640.00	\$ 38,383.00	\$ 2,743.00
6	SM	Housing Authority of St. Mary's County, MD	Nicholson - Permanent Housing Project #8 - 2021 Renewal	PSH	Renewal	\$ 269,912.00	\$ 273,056.00	\$ 3,144.00
7	SM	Maryland Department of Health	BHA PSH Southern MD FY 2021	PSH	Renewal	\$ 1,385,965.00	\$ 1,393,849.00	\$ 7,884.00
8	SM	Housing Authority of St. Mary's County, MD	Haina PwD#13 Consolidated Grant - 2021 Renewal	PSH	Renewal	\$ 189,850.00	\$ 192,826.00	\$ 2,976.00
9	SM	Housing Authority of St. Mary's County, MD	Horne - Permanent Housing Project #11 - 2021 Renewal	PSH	Renewal	\$ 164,725.00	\$ 188,917.00	\$ 24,192.00
10	WC	Maryland Department of Health	BHA PSH Washington County FY 2021	PSH	Renewal	\$ 267,666.00	\$ 294,498.00	\$ 26,832.00
11	WC	Potomac Case Management Services, INC	WC PSH Program Individuals	PSH	Renewal	\$ 180,851.00	\$ 186,149.00	\$ 5,298.00
12	GC	Garrett County Community Action Committee, Inc.	SHP DIS 2021	PSH	Renewal	\$ 173,598.00	\$ 177,294.00	\$ 3,696.00
13	AC	Maryland Department of Health	BHA PSH Allegany County FY 2021	PSH	Renewal	\$ 64,105.00	\$ 66,013.00	\$ 1,908.00
14	AC	YMCA of Cumberland	Y Permanent Housing	PSH	Renewal	\$ 411,393.00	\$ 416,049.00	\$ 4,656.00
15	CC	Maryland Department of Health	BHA PSH Cecil County 5 Unit FY 2021	PSH	Renewal	\$ 78,425.00	\$ 80,537.00	\$ 2,112.00
16	CC	Maryland Department of Health	BHA PSH Cecil County 7 Unit FY 2021	PSH	Renewal	\$ 107,683.00	\$ 110,623.00	\$ 2,940.00
17	CC	Cecil County, Maryland	Rapid Re-housing 2021	RRH	Renewal	\$ 52,713.00	\$ 54,393.00	\$ 1,680.00
18	SM	Three Oaks Homeless Shelter, Inc	Waring Rapid Re-Housing Consolidated Project - 2021 Renewal	RRH	Renewal	\$ 118,505.00	\$ 120,701.00	\$ 2,196.00
19	SM	Housing Authority of St. Mary's County, MD	Owens Rapid Rehousing Consolidated Grant - 2021 Renewal	RRH	Renewal	\$ 199,902.00	\$ 202,830.00	\$ 2,928.00
20	GC	Garrett County Community Action Committee, Inc.	RRH for Individuals and Families 2021	RRH	Renewal	\$ 52,473.00	\$ 52,473.00	\$ -
21	SM	LifeStyles of Maryland Foundation, Inc.	LifeStyles' DV Joint RRH	Joint TH-RRH	Renewal	\$ 49,880.00	\$ 50,516.00	\$ 636.00
22	AC	YMCA of Cumberland	Y Transitional Housing	TH	Renewal	\$ 70,350.00	\$ 70,350.00	\$ -
23	AC	Allegany County Human Resources Development Commission	Transitional Housing Services	TH	Renewal	\$ 67,365.00	\$ 67,365.00	\$ -
Tier 2								
24	BoS	MD Housing & Community Development	HMIS - CoC Bonus	HMIS	New	\$ 220,905.00	--	--
25	SM	LifeStyles of Maryland Foundation, Inc.	Haven of Hope - DV BONUS	Joint TH-RRH	New	\$ 65,300.00	--	--
Total						\$ 132,543.00	\$ 4,522,302.00	\$ 105,819.00
--	BoS	MD Housing & Community Development	MD-514 CoC Planning Application FY21			\$ 132,543.00	\$ 132,543.00	\$ -
Grand Total							\$ 4,654,845.00	

FY2021 CoC NOFA

Balance of State	FFY2020	FFY2021	Change
Permanent Supportive Housing	\$ 3,806,920.00	\$ 3,903,674.00	2.5%
Rapid Rehousing	\$ 423,593.00	\$ 430,397.00	1.6%
Joint TH-RRH	\$ 49,880.00	\$ 50,516.00	1.2%
Transitional Housing	\$ 137,715.00	\$ 137,715.00	--
HMIS	--	--	--
SSO	--	--	--
Total	\$ 4,418,108.00	\$ 4,522,302.00	2.4%
CoC Planning	\$ 130,435.00	\$ 132,543.00	1.6%

FY2021 CoC NOFA

Rank	LHC	Applicant Name	Project Name	Housing Type	Project Type	Allocations Award	HUD Award
1	HC	Harford Community Action Agency Inc.,	HCAA Centralized Intake Support Services 2021	SSO	Renewal	\$ 30,000.00	\$ 30,000.00
2	HC	Associated Catholic Charities, Inc.	2021 AH PSH IV Chronic Homeless	PSH	Renewal	\$ 132,677.00	\$ 133,480.00
3	HC	PROLOGUE, INC	Prologue PSH	PSH	Renewal	\$ 141,064.00	\$ 141,957.00
4	HC	Associated Catholic Charities, Inc.	2021 AH PH Consolidated	PSH	Renewal	\$ 161,148.00	\$ 162,406.00
5	HC	Harford Community Action Agency Inc.,	HMIS 2021	HMIS	Renewal	\$ 55,077.00	\$ 55,077.00
6	HC	The Sexual Assault/Spousal Abuse Resource Center	SARC 2021 New Project	RRH	New	\$ 50,000.00	\$ 50,324.00
7	HC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Harford County FY 2021	PSH	Renewal	\$ 295,180.00	\$ 297,460.00
8	HC	Harford Family House, Inc.	HFH PSH I	PSH	Renewal	\$ 109,867.00	\$ 45,843.00
				Total			\$916,547.00
--	HC	Harford Community Action Agency Inc.,	CoC Planning Project FY2021	Planning		\$ 27,026.00	\$ 27,026.00
				Grand Total			\$943,573.00

FY2021 CoC NOFA

Harford County	FFY2020	FFY2021
Permanent Supportive Housing	\$ 825,912.00	\$ 781,146.00
Rapid Rehousing	--	\$ 50,324.00
Joint TH-RRH	--	--
Transitional Housing	--	--
HMIS	\$ 55,077.00	\$ 55,077.00
SSO	\$ 30,000.00	\$ 30,000.00
Total	\$ 910,989.00	\$ 916,547.00
CoC Planning	\$ 26,628.00	\$ 27,026.00

Executive Committee

- Southern Maryland Equity Pilot

HMIS Committee

- **HMIS Spring Cleaning Projects:**
 - Provider Admin - Reconcile HMIS providers (including non-HMIS participating projects)
 - Update Provider Groups, Assessments & Picklists, Visibility Settings, Module Settings, System Settings, ReportWriter, ART Licenses
- **HMIS Data:** Once Spring Cleaning completed, MPRs and Dashboards will be updated
- **Housing Inventory Count (HIC):** LHCs to confirm their homeless housing projects (ES, TH, RRH, PSH)
- **Point in Time (PIT):** In process to meet HUD deadline
- **Harford County Merge:** ETA is April 2022, per HMIS software vendor
- **Youth REACH:** Count underway across the BoS
- **Upcoming Quarterly HMIS User Forum:** 4/18, 10:30am

HMIS Committee

Additional HMIS User Licenses: LHCs should prepare for additional license requests by 4/30

LHC	Allocated	Used
Allegheny County HMIS	13	12
Cecil County HMIS	30	21
Garrett County HMIS	3	3
Harford County HMIS	48	40
Southern MD HMIS	47	36
Washington County HMIS	54	45
xBoS HMIS	16	8

System Performance Measures

The intent of the System Performance Measures report are to encourage CoCs, in coordination with Emergency Solutions Grants Program recipients and all other homeless assistance stakeholders, to regularly measure their progress in meeting the needs of people experiencing homelessness in their community and to report this progress to HUD.

HUD uses system-level performance information as a competitive element in its annual CoC Program Competition and to gauge the state of the homeless response system nationally.

- The following measures were submitted to HUD on February 28th
- Includes CoC-wide HMIS data covering 10/1/2020 – 09/30/2021 date range
- Separate from Quarterly Performance Reports that will break out performance by LHC (May 2022)
- Does NOT include Harford data

System Performance Measures

Measure 1: Length of Time Persons Remain Homeless

Average Days Homeless: ES & TH		
FY2020	FY2021	Difference
142 Days	140 Days	-2 Days

Median Days Homeless: ES & TH		
FY2020	FY2021	Difference
80 Days	68 Days	-12 Days

Measure 3: Number of Homeless Persons

Change in Annual Counts	FY2020	FY2021	Difference
Universe: Unduplicated Total sheltered homeless persons	1557	852	-705
Emergency Shelter Total	1160	640	-520
Transitional Housing Total	397	212	-185

System Performance Measures

Measure 4: Employment & Income Growth for Homeless Persons in CoC Program-funded Projects

Increased income for adult stayers			
	FY 2020	FY 2021	Difference
Adult Stayers	5	28	23
Increased Earned Income	0	2	2
	0%	7%	7%
Increased Non-Employment Income	1	8	7
	20%	29%	9%

Increased income for adult leavers			
	FY 2020	FY 2021	Difference
Adult Leavers	78	69	-9
Increased Earned Income	6	5	-1
	8%	7%	-1%
Increased Non-Employment Income	10	5	-5
	13%	7%	-6%

System Performance Measures

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

Total # of Persons who Exited to a Permanent Housing Destination		Number of Returns in 2 Years	
		# of Returns	% of Returns
FY 2020	702	81	12%
FY 2021	1057	121	11%

Measure 5: Number of persons who become homeless for the 1st time

Change in the number of persons entering ES and TH projects with no prior enrollments in HMIS			
	FY 2020	FY 2021	Difference
Total Enrolled in ES/TH	550	680	130
No Prior Entry	409	591	182

System Performance Measures

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Street Outreach			
	FY 2020	FY 2021	Difference
Total Exits	8	160	152
Exits to Temp or Perm Dest	8	77	69
Successful Exits	100%	48%	-52%

ES, TH, RRH			
	FY 2020	FY 2021	Difference
Total Exits	524	716	192
Exits to Perm Dest	276	394	118
Successful Exits	53%	55%	2%

PSH			
	FY 2020	FY 2021	Difference
Total Exits	44	80	36
Exits to or Stay in PH	39	74	35
Successful Exit/Retention	89%	93%	4%

Coordinated Entry Committee

No updates this month

CoC Lead Agency Report

DHCD



CoC Lead Report

- Annual Action Plan
- HOME Planning Updates
- HSP Timeline
- MD Interagency Council on Homelessness

FFY2022 CoC NOFA

- FY2022 CoC Program Registration is now open - due April 7
- DHCD will submit registration on behalf of the BoS, including Harford County
- Plan to make FY2022 CoC Competition Policies available in May for Board approval (rating, ranking, reallocation, etc)
- Need to review Performance Review Committee composition and role

CoC Governance



Board Member Vacancies

Lived Experience Representation

- Minimum: 1 Board Member with Lived Experience
- Maximum: No more than 1 Board Member per LHC, total of 6

Recruitment Plan

- LHCs to identify representative
- Must complete interest form
- Submit to Executive Committee for review

Considerations

- Compensation
- Accommodations – *technology, transportation, workspace, schedule, etc*

Annual Charter Review

Governance Charter Updates

- Language to include new LHC
- Adjust Rating & Ranking outside of initial two years
- Update HMIS Lead to DHCD
- Board term clarification
- Board leadership succession and selection process

Annual Charter Review

Original Text

HMIS Lead

The HMIS Lead for the MD BoS CoC is Team HMIS, a privately incorporated company. As HMIS Lead, Team HMIS carries out all responsibilities for administering the CoC's Homeless Management Information System as described in the CoC Interim Program Rule and in compliance with all rules, notices and policies published by HUD. The HMIS Lead is the only entity that may apply for HMIS project funds in the annual CoC Program Competition. The HMIS Lead agrees to carry out additional responsibilities necessary to support day to day operations on behalf of the BoS CoC as delegated by the CoC Board and reflected in the HMIS Lead MOU. The MOU designates TeamHMIS as the HMIS Lead and is signed by the TeamHMIS and the Board of Directors.

Proposed Update

HMIS Lead

The MD Department of Housing and Community Development (DHCD) serves as the HMIS Lead for the MD BoS CoC. As HMIS Lead, DHCD reserves the right to contract HMIS activities to Team HMIS to carry out all responsibilities for administering the CoC's Homeless Management Information System as described in the CoC Interim Program Rule and in compliance with all rules, notices and policies published by HUD. The HMIS Lead is the only entity that may apply for HMIS project funds in the annual CoC Program Competition. The HMIS Lead agrees to carry out additional responsibilities necessary to support day to day operations on behalf of the BoS CoC as delegated by the CoC Board and reflected in the HMIS Lead MOU. The MOU designates DHCD as the HMIS Lead and is signed by DHCD and the Board of Directors.

Annual Charter Review

Original Text

Rating and Ranking

For the first two years of joining the Balance of State CoC (FY2020 and FY2021 HUD NOFA applications), no project funds will be re-allocated from a funded agency within a given LHC except via voluntary reallocation of partial or full funding.

During the two year grace period, projects will be scored and given their performance information, but that information will only be used to create technical assistance and performance improvement plans as needed. The expectation is that agencies will use the reports generated to address outstanding problems with performance in tandem with assistance from Balance of State staff.

After the two-year hold-harmless phase, CoC projects may be re-allocated in full or in part due to performance issues starting with the FY2022 application, for the existing five LHCs. For projects that are reallocated, the Balance of State will, where possible, seek to keep the funding from that project located within the same geography as the project being reallocated.

Proposed Update

Rating and Ranking

CoC projects may be re-allocated in full or in part due to performance issues starting with the FY2022 application. For projects that are reallocated, the Balance of State will, where possible, seek to keep the funding from that project located within the same geography as the project being reallocated.

Any future CoC that merges into the BoS may be exempt from project reallocation, except for voluntary reallocation, during its first year of joining. The new LHC will be subject to the same standards as defined above.

Annual Charter Review

Original Text

Board Member Selection and Designation

The MD BoS CoC Board is comprised of representatives of state government agencies (including ESG recipients), nonprofit intermediaries, at least one lived-experience representative (homeless/formerly homeless persons), and homeless provider organizations representing sub-regions (i.e., LHCs) of the BoS geographic area. New members may be added by a majority vote of the existing BoS CoC Board.

Government representatives are appointed by their agency and include the MD Departments of Housing and Community Development, Disabilities, Human Services, Health, Education. Three additional state agencies will have seats on the CoC Board and will be selected based on the CoC's action plan priorities.

Proposed Update

Board Member Selection and Designation

The MD BoS CoC Board is comprised of representatives of state government agencies (including ESG recipients), nonprofit intermediaries, at least one lived-experience representative (homeless/formerly homeless persons), and homeless provider organizations representing sub-regions (i.e., LHCs) of the BoS geographic area.

LHC Board representatives are selected by their respective local planning body; the LHC will establish a process to identify and elect their representative(s). The LHC must reelect each member at the end of their two-year term or select a replacement as needed following local protocol.

Government representatives are appointed by their agency and include the MD Departments of Housing and Community Development, Disabilities, Human Services, Health, Education. Three additional state agencies will have seats on the CoC Board and will be selected based on the CoC's action plan priorities. Government representatives must be re-appointed at the end of their two-year term by their respective agency.

The BoS Board of Directors will confirm the designated LHC and Government representatives at the time of appointment or when expired terms are renewed. Any new members, designated seats or ad-hoc membership may be added as needed by a majority vote of the existing BoS CoC Board.

Annual Charter Review

Original Text

None

Proposed Update

Vice-Chairperson:

In the instance that the Chair role is unexpectedly vacated, the Vice Chair will automatically assume the role of Chairperson and will carry out the remainder of the term. When the term expires, officer elections will resume per the standard schedule.

Annual Charter Review

Original Text

Board Member Terms

MD BoS CoC Board Members will serve two-year terms, although in the first year of the CoC's operation, 50% of Board Members will be elected to one-year terms to provide for rotating voting in subsequent years. This group will come up for reelection in 2021, while the other 50% will come up for reelection in 2022. Board Members can serve unlimited consecutive terms.

Proposed Update

Board Member Terms

MD BoS CoC Board Members will serve two-year terms, although in the first two years of the CoC operation, 50% of Board Members will be elected to one-year terms to provide for rotating voting in subsequent years. This group will come up for reelection in 2021, while the other 50% will come up for reelection in 2022. Board Members can 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.

Annual Charter Review

Original Text

None

Proposed Update

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 annually 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 new officer at the next scheduled board meeting without prior notice.

Annual Charter Review

Original Text

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 consecutive terms and may serve multiple nonconsecutive terms if reelected.

Proposed Update

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.

This applies to vacancies or elections that occur after March 17, 2022.

Annual Charter Review

Original Text

None

Proposed Update

Officer Vacancies

Officer vacancies due to death, resignation, removal, disqualification, or any other reason may be filled by a majority vote of the Board at a Board meeting at which a quorum is present. A Board member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office. The CoC Board shall be notified of any unexpected officer vacancy as the information becomes available.

Resignation

Officers shall have the right to resign at any time upon written notice thereof to the Board Chair, Secretary of the Board, or DHCD staff. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall not be necessary to make it effective

Removal

Any officer may be removed at any time by majority vote of the Board of Directors. No officer of the Board of Directors shall be removed without an opportunity to be heard and notice of the motion of removal shall be given to the officer in writing twenty days prior to the meeting at which motion shall be presented, setting forth the reasons of the Board for such expulsion.

Annual Charter Review

Original Text

None

Proposed Update

Executive Committee

Additional responsibilities of the Executive Committee include governance related tasks and may include: making recommendations to the board on governance policies, practices and procedures, overseeing the orientation and education of board members, and review of board, officer and committee member composition for purposes of compliance, diversity and any additional goals set by the Board.

Annual Charter Review

Original Text

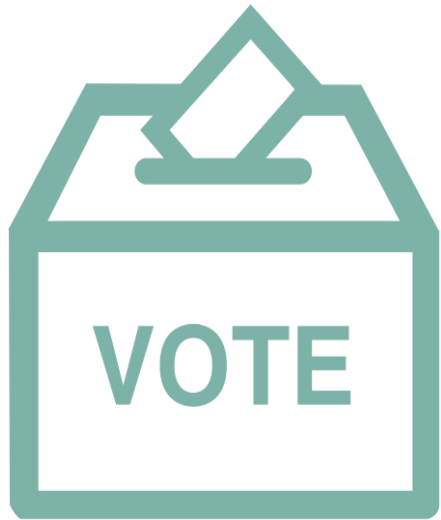
None

Proposed Update

Committee Chairs

The Executive Committee may designate and appoint committees of the Board as deemed necessary. Each Board committee shall be chaired or co-chaired by a Board member appointed by the Executive Committee or, at the Chair's discretion, selected by the committee's members, subject to the approval of the Board. Non-Board members may be appointed to any Board committees at the discretion of the Chair.

Vote to Approve Charter Updates



Are there any amendments or changes to the 2022 Governance Charter updates?

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

Vote to approve the meeting minutes using the poll on your screen.

Local Homeless Coalition Reports



LHC Reports

Topics

- General Homelessness Efforts
- New Partnerships/Collaborations
- Where is help/collaboration/support needed
- COVID Response Efforts

LHC

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

State Agency Updates



Future Agenda Items



Public Comment



Adjournment

