



## COC BOARD MEETING Minutes

November 19, 2020 – 1pm-3pm

[Recording Link](#)

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**Board Members Present** Allegany County: Susan Malone, David Nedved  
Cecil County: Gwen Parrack, Earl Grey  
Garrett County: Carrie DiSimone  
Southern MD: Cynthia Brown, Jacquelyn Culver, Lanny Lancaster, Corae Young  
Washington County: Mark Sewell Tyrell Wilson  
MD Department of Education: Melissa Surgeon  
MD Department of Human Services (DHS): Lauren Molineaux  
MD Department of Health (MDH): Priya Arokiaswamy  
MD Department of Disabilities (MDOD): Chelsea Hayman  
MD Department of Veteran Affairs (MDVA): Dana Burl

**Board Members Absent** MD Dept. of Housing and Community Development (DHCD): Stuart Campbell  
MD Department of Labor (DLLR): Erin Roth  
MD Department of Public Safety and Correctional Services (DPSCS): Vacant  
Garrett County: Duane Yoder

**CoC Lead Present** Danielle Meister, Carolyn Curry

**HMIS Lead Present** Jason Burns, Sam Bochinski

**HUD TA Present** Judy Pearlman, Scott Prewitt

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**I. Welcome & Call to Order – 1:05pm**

Board Chair Carrie DiSimone called the meeting to order at 1pm. Quorum requirements were met. The Chair reviewed the meeting agenda and reminded attendees of meeting logistics.

**II. Approval of September Board Meeting Minutes**

The September Board Meeting minutes were approved by unanimous vote.

**III. New State Agency Board Member Introductions**

Two new board members were introduced. Melissa Surgeon from Maryland State Department of Education serves as the Interim State Coordinator, Homeless Education and Neglected, Delinquent and At-Risk Programs. Lauren Molineaux from Department of Human Services serves as Director, Office of Cash Programs, Family Investment Administration.

**IV. The Journey to Form the BoS and A Look Ahead**

HUD TA providers Judy Pearlman and Scott Prewitt presented an overview of a look back at the accomplishments the Balance of State achieved in its first year and identified areas that the board can start planning for in the future.

**V. CoC Lead Report**

Funding opportunities for FY2020 are still pending Congressional approval, no updates available from HUD on the Continuum of Care NOFA or the Youth Homeless Demonstration Project. DHCD is waiting for further updates on the COVID19 Emergency Solutions Grant. The Coordinated Entry Committee finalized a launch plan. DHCD staff have starting planning for an All Member CoC Membership meeting in early 2021.

**VI. HMIS Lead Report**

The BoS HMIS Merge is complete with all data integrated. The LSA report submission is in progress with a draft due in December. TeamHMIS will be holding HMIS reports training and will ultimately record and make available on the online learning management platform.

**VII. Local Homelessness Coalition Reports**

*Allegany:* Davis Nevded- LHC two year terms expired in December and the Board voted on new leadership. David Ziler will serve as the new chair and Dave Nevded will serve as vice-chair to assist with the transition. Julie will continue to serve as secretary. Plans for the 2021 Homeless Resource Day are underway.

*Cecil:* Gwen Parrack – The LHC is currently focused on winter shelter plans and will use motel vouchers to help. Cecil Co is devoting energy into eviction prevention and fund administration and are struggling to spend the CDBG Prevention funds since more documentation required. LHC is working to build and diversify membership group. There have been no positive COVID cases in the homeless community yet.

*Garrett:* Carrie DiSimone – The county has seen a surge in COVID cases in the last 2 weeks, the total is now past 400 cases. The impact is just now felt in Western MD, there are higher daily rates than rest of the state. LHC not aware of homeless positive cases yet. The winter shelter not yet set up; the effort is led by the local DSS office. There are no plans to set up emergency shelter like years past, but plan to use motels. LHC working to spend ESG funds.

*Southern Maryland:* Corae Young – The LHC has either completed or still has pending the Homeless Resource Days, depending on the county. Winter plans will include motels as the primary resource but have housing unit options as well. Families with children and those who are the most vulnerable are the highest priorities. May use churches in January that can handle social distancing. Phase 1 of the ESG CV funds are out, primarily for operations and prevention. The three counties are working to balance the funds and coordinate on spending.

*Washington:* Mark Sewell – The cold weather shelter plan is in operation as of the last Sunday in October. The shelter has been at capacity and experiencing overflow. The LHC is coordinating possible positive COVID cases with the local health department. The men’s shelter experienced and outbreak with was mitigated with the health department. The LHC is working to coordinate the various funding sources to best meet need.

**VIII. 2021 Point-In-Time Count**

DHCD has established a PIT Count Planning Committee with at least one representative from each LHC. HUD has released initial guidance so the committee will finalize the plan in December. Currently, the plan is to survey clients over a seven-day time frame, at service-based sites using existing staff. Survey data will be limited compared to prior years to keep safety a priority.

**IX. State Agency Updates**

N/A - No updates.

**X. Future Board Meeting Agenda Items**

2021 meetings will begin to focus more on system performance now that we have one HMIS and will soon be completing first performance reports to HUD as a new CoC.

David Nevded: Would like to look at how the BoS would have performed if there would have been a rating and ranking process to prepare for future competitions.

Danielle Meister: Our plan is to look at two layers, the system & program level.

Jason Burns: The monthly performance reports to include project goals, data quality and project performance.

Carrie DiSimone: The LHCs will learn more about each other and the performance issues. Can use as a best practice sharing.

Corae Young: Would like to discuss increasing housing inventory, how to expand housing options.

Chelsea Hayman: Available to review CES forms for accessibility and provide training on the development of forms.

**XI. Public Comment**

N/A - No members of the public attended the meeting.

**XII. Adjournment**

The Board Chair adjourned the meeting at 2:35 pm.

### **Vote Summary**

September Meeting Minutes Approved