

Georgia**Balance of State Continuum of Care Meeting****MEETING MINUTES****September 30, 2013, Forsyth, Georgia****October 2, 2013, Web-based Call****10:00 am – 12:00 Noon**

September 30, 2013, Roberts Chapel
State Offices South at Tift College, 300 Patrol Road, Forsyth, GA

(Same Agenda Repeated) October 2, 2013, Room 178
GA Department of Community Affairs (DCA), 60 Executive Park South NE, Atlanta, GA
Webinar (registration link provided)

Welcome and Introductions

Carmen Chubb (Deputy Commissioner for Housing, DCA) welcomed everyone at the on-site meeting in Forsyth and called for introductions of the group. John Bassett (HTF Director, DCA) welcomed everyone and made introductions to stakeholders participating on the call. Ms. Chubb briefly discussed DCA's history leading the Balance of State (BoS) Continuum of Care (CoC) and the opportunity to redirect our efforts under the new regulations.

Homelessness in the Balance of State Continuum

Jason Rodriguez (Data Analyst, DCA) discussed homelessness in the BoS CoC and reviewed the results of the 2013 Homeless Count conducted in January as compared to the last statewide unsheltered count conducted in 2011. Mr. Rodriguez discussed the types of homelessness, BoS CoC Point-In-Time methodology, the statewide decline in total homelessness and the statewide increase in people experiencing homelessness utilizing shelters. Mr. Rodriguez also discussed the BoS CoC decline in the overall number of unsheltered homelessness as well as a reduction in homelessness rural unsheltered, families, veterans, and chronic homelessness for people with disabilities. Twenty-seven BoS organizations participated as count coordinators in 2013.

A meeting participant of the webinar questioned the focus of funding directed to programs for veterans and victims of domestic violence and asked about the focus on programs for families with children. DCA staff discussed current CoC programs for both victims of domestic violence and families with children (non-DV). Other discussion from participants of the second meeting included a request for specific county data and a request for possible causes for higher utilization of beds. Staff discussed emphasis on bed utilization, and Alison Recca-Ryan discussed the national trend of agencies relaxing eligibility requirements in general.

HEARTH, CoC Regulations, and HUD Priorities

Lindsey Stillman, Ph.D. (Cloudburst Consulting) reviewed the HEARTH Act, definition of a CoC, responsibilities of a CoC, CoC performance and monitoring under HEARTH, coordinated assessment, written standards, planning, and collaboration. Dr. Stillman discussed Federal priorities as set in CoC regulations as well as priorities detailed within the U.S. Department of Housing and Urban Development's (HUD) 2013 CoC Registration Notice for the program competition.

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<http://www.dca.ga.gov/housing/HousingDevelopment/programs/continuumofcare.asp>

One of the meeting participants in Forsyth discussed the count results in relation to the lack of beds in a three-county area where the closest program is an hour away, and there was some discussion on the ability of HMIS to track the zip code of where homeless clients are presenting from upon program entry.

A meeting participant of the webinar asked if there was any consideration of a database lead for the coordination of DV data with the HMIS data.

History of the Balance of State Continuum of Care

John Bassett (HTF Director, DCA) discussed BoS CoC history in some detail, noting the first BoS CoC award was made through the 1998 CoC Competition. Mr. Bassett briefly reviewed Georgia's continuum funding history statewide through each continua, and reported on both recent trends in the past few years in addition expectations in regards to the 2013 competition.

Developing a Governance Charter for the Balance of State CoC

John Bassett then reviewed the purpose and mission of a CoC, and discussed Georgia's goal and vision of the development of a Governance Charter for the BoS. Mr. Bassett presented, to stakeholders in attendance, proposed governance structure for BoS CoC Membership, Meetings, Committees, Subcommittees, and the Board of Directors. Alison Recca-Ryan (Corporation for Supportive Housing) moderated discussion in each of these areas with the groups in attendance (both meetings). Stakeholders in attendance provided input on the following areas:

CoC Membership

Meeting participants in Forsyth discussed broad recruitment through contact of Chambers of Commerce, Downtown Merchant Associations, Local Business Co-ops, United Way Statewide board and membership, NAMI, and social media (Twitter and Facebook).

Member expectations

Meeting participants in Forsyth discussed members needing to attend at least 1 meeting a year to apply for funds and the need of in-person meetings (for statewide membership).

Continuum of Care Meetings

Meeting participants in Forsyth discussed membership meetings being an opportunity to provide information to membership, board members being responsible for reporting back, CoC membership roles in local coalition meetings and information dissemination, and the need for protocol for how information gets reported back to CoC.

Meeting participants of the webinar also discussed web meetings versus in-person meetings of the full membership. One participant suggested breaking the meetings down into local regional meetings in enhance productivity, and another suggested the full membership meetings be in-person but making webinars available for other in-between meetings. DCA staff asked for ideas of other meetings that the statewide meetings can be piggybacked on in order to reduce travel requirements for some. One participant suggested two in-person meetings tied in with possible Project Homeless Connect events (requesting a city to sponsor) and rotating the meetings between North and South Georgia (noting that city support and marketing may result in better participation). There was discussion around the lack of travel funds in program grants, the middle of the State being an ideal location, and suggestions on lining the schedule of the full membership meetings with G-Stand or the Annual Affordable Housing Conference.

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Continuum of Care Board of Directors

Meeting participants in Forsyth noted that Community Foundations were a good focal point as they are located all across Georgia, and there was discussion about the possibility of elected officials, local government, and local Community Planning staff serving on the Board. Staff also discussed the role of local government in other areas of the Continuum.

Meeting participants of the webinar and staff discussed participation of agencies administering DV programs in local homeless coalition groups. There was some discussion on the Board's size and composition and the need to be representative of the community. Meeting participants discussed with Ms. Recca-Ryan the requirement for someone homeless/formerly homeless to serve on the Board, State agencies on the Board, the need for Board members to represent areas around the State (outside of Atlanta), and representation from hospitals, universities, or business. This discussion led into the discussion on Committees and Subcommittees.

Committees

John Bassett and Alison Recca-Ryan reviewed the committee suggestions that if included in the Charter would be standing committees, noting that subcommittees could be created and eliminated based on need within the committees and the CoC.

- Standards, Rating, and Project Selection Committee
 - There was no discussion from either group.
- HMIS Committee
 - There was no discussion from either group.
- Membership and Rules Committee
 - Meeting participants at the Forsyth meeting noted that depending on the level, amount, and scope of the communication required, communication could be its own subcommittee. There was discussion and questions on how to monitor communication and the activities of the Collaborative Applicant.
 - Ms. Recca-Ryan noted that there would be a formal MOU between DCA and the CoC Board.
- Assessment, Placement, and Services Committee
 - At the meeting in Forsyth, participants discussed the need for service providers and persons who are homeless/formerly homeless to participate and serve on this committee. There was interest in participation from a local Department of Corrections representative, and there was a request for a subcommittee for Homeless and Runaway Youth.
 - Web meeting participants discussed the timeframe for establishing a coordinated assessment system and how overall CoC progress under the new requirements will possibly factor in for the 2013 competition. Ms. Recca-Ryan suggested the possibility of five or six formal committees and the need for broad participation from all levels in order for everything to work.

Next Steps – John Bassett

John Bassett discussed the next steps. All BoS stakeholders (who received the meeting notice) will be sent a link to a survey so that they can provide formal input and indicate further participation. Participants were asked to contact Tina Moore if they did not receive the meeting notice directly and want to be added to the mailing list.

12 Noon – Adjourn

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In attendance:

On-site: Forsyth, Georgia; Monday, September 30, 2013

Organization	Attendee	City
Albany Area Community Service Board (CSB)	Ron Braswell	Albany
Clayton Community MH, AD Developmental Services (CSB)	Angela Jackson	Jonesboro
Faith Community Development Services, Inc.	Rev. Freddie Phillips	Griffin
Faith Community Development Services, Inc.	Frances Phillips	Griffin
Georgia Department of Community Affairs	Tina Moore	Atlanta
Georgia Department of Community Affairs	John Bassett	Atlanta
Georgia Department of Community Affairs	Carmen Chubb	Atlanta
Georgia Department of Community Affairs	Staci Tillman	Atlanta
Georgia Department of Community Affairs	Jonathan Cox	Atlanta
Georgia Department of Community Affairs	Cassandra Knight	Atlanta
Georgia Department of Community Affairs	Dave Totten	Atlanta
Georgia Department of Community Affairs	Teresa Concannon	Atlanta
Georgia Department of Community Affairs	Dean Nelson	Atlanta
Georgia Department of Corrections	Rosalyn Davis	Forsyth
Goodwill Industries Of Middle Georgia	Angeline N'donyi	Macon
Hope Shelter (The)	Sharkley J. Buford	Hapeville
HTF Interested Party (Consultant)	Janet Tharp	Cartersville
Lamar County DFCS	Ulanda Barkley	Barnesville
Living Room, Inc.	Kathy Smith	Atlanta
Loaves and Fishes Ministry of Macon, Inc.	Charles Hines	Macon
Lutheran Services of Georgia	Rachel Castillo	Atlanta
Lutheran Services of Georgia	Phillip Hogan	Atlanta
Macon-Bibb County EOC, Inc.	Carlton Williams	Macon
Middle Georgia Community Action, Inc.	Carolyn C. Torres-Tapley	Warner Robins
Pathways Community Network, Inc.	Tommy Phillips	Decatur
Pathways Community Network, Inc.	Prudence Farrell	Decatur
Pathways Community Network, Inc.	April Lockett	Decatur
Reconciliation House, Inc.	Angela Johnson	Yatesville
Salvation Army (Atlanta Metro Area Command)	Melinda Allen	Norcross
Salvation Army (DHQ - Norcross)	Mary Davis	Norcross
Salvation Army of Central GA	Naomi Ladson	Macon
U.S. Department of Veterans Affairs	Jenifer Turner-Reid, LCSW	Columbia
United Way of Metropolitan Atlanta	Elizabeth Danley	Atlanta
United Way of South Central Georgia, Inc.	Greg Millette	Tifton
Youth and Community Empowerment Service, Inc. (YES)	Olive Wedderburn	Bainbridge

Web-based Conference Call; Wednesday, October 2, 2013

Organization	Attendee	City
Action Ministries, Inc.	Mike Thomas	Atlanta
Advantage Behavioral Health Systems	Evan Mills	Athens
AIDS Athens	Cassandra Bray	Athens
AIDS Athens	Lynnsey Lafayette	Athens
Albany Advocacy Resource Center, Inc.	Shea Vinson	Albany
Asian American Resource Center	Caitlin Costello	Duluth
Asian American Resource Center	David Sutton	Duluth
Battered Women's Shelter	Karen Yawn	Valdosta
Behavioral Health Services of South Georgia	Stephanie Johnson	Valdosta
Benchmark Human Services	Antoinette Thornton	Fairburn
CARE, Inc.	Arlene Mutchler	Jesup
Carroll County Emergency Shelter	Martha Boyce	Carrollton
Center for Family Resources (The)	Jeri Barr	Marietta

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Cheroke Family Violence Center	Meg Rogers	Canton
City of Albany	Ciceli Brown	Albany
City of Hinesville	Daisy Jones	Hinesville
Clayton County Housing & Community Development (HUD Programs Division)	Lisa Nolton	Morrow
Crisis Line & Safe House of Central Georgia	Suzanne Palmer	Macon
Crisis Line & Safe House of Central Georgia	Morgan Bouchillon	Macon
CSB of Middle Georgia	Clarinda Bell	Dublin
Faith Community Outreach Center, Inc.	Monica Daniels	Albany
FAITH in Rabun County, Inc.	Lisa Robertshaw	Clayton
FAMILY SUPPORT CIRCLE, INC	Elna Poulard	Mcdonough
Georgia Department of Community Affairs	Patricia Wright	Atlanta
Georgia Department of Community Affairs	Mr. John Bassett	Atlanta
Georgia Department of Community Affairs	Ms. Tina Moore	Atlanta
Georgia Department of Community Affairs	Mr. John Bassett	Atlanta
Georgia Department of Community Affairs	Ms. Phillis Thomas	Atlanta
Georgia Department of Community Affairs	Mr. Don Watt	Atlanta
Georgia Department of Community Affairs	Mr. Jason Rodriguez	Atlanta
Georgia Department of Community Affairs	Ms. Whittney Mitchell	Atlanta
Georgia Department of Community Affairs	Ms. Elayne Miller	Atlanta
Georgia Department of Community Affairs	Dave Totten	Atlanta
Georgia Department of Community Affairs	Teresa Concannon	Statesboro
Georgia Department of Human Services (DFCS/COMPASS)	Crystal Eskola	Augusta
Georgia State Board of Pardons & Paroles	Erin Anderson	Atlanta
Governor's Office for Children and Families	Dahlia Brown	Atlanta
Gwinnett County Community Development Program	Nicole Swart	Lawrenceville
Henry County Board of Commissioners	Shannan Sagnot	Mcdonough
Homeless Shelter Action Committee (d/b/a Good Neighbor Homeless Shelter)	Jessica Mitcham	Cartersville
House of Dawn	Dawn Murray	Jonesboro
Interested Party (Consulting -Juvenile Court)	Maria Martin	Macon
JCVision and Associates, Inc.	Dana Ingram	Hinesville
Loaves and Fishes Ministry of Macon, Inc.	Sarah Tapley	Macon
Lookout Mountain Community Services	Tonya Sired	Ft. Oglethorpe
Macon Bibb EOC Inc	NeQuana Stevens	Macon
N.E. GA. Council on Domestic Violence	Katherine Reusing	Hartwell
National Housing Counseling Agency	Joyce Blanton	Jonesboro
Ninth District Opportunity, Inc.	Shawn Howell	Gainesville
Open Arms, Inc.	Jarail Wade	Albany
Peace Place	Kelley Ondovchik	Winder
Refuge Domestic Violence Shelter (The)	Betty Dell Williams	Vidalia
S.H.A.R.E House	Teresa Smith	Douglasville
S.H.A.R.E. House, Inc	Valerie Dennis	Douglasville
Safe Harbor Children's Center	Leslie Hartman	Brunswick
Serenity Community Services	Ngolo Okonji	Jonesboro
South Georgia Partnership to End Homelessness	Sonjia Jenkins	Valdosta
Southwest Georgia Community Action Council	Denise Sellars	Moultrie
Statewide Independent Living Council of Georgia (SOPOS)	Dave Zilles	Sandy Springs
Support in Abusive Family Emergencies, Inc.	Carole Wallace	Blairsville
The Salvation Army (Albany)	Kelly English	Albany
The Salvation Army (Gainesville)	Mayda Allen	Gainesville
The Salvation Army (Gwinnett)	Deborah Wengrow	Lawrenceville
The Salvation Army (Toccoa)	Ruth Kenyon	Toccoa
Travelers Aid of Metropolitan Atlanta (a/k/a HOPE Atlanta)	John Shereikis	Atlanta
Unison Behavioral Health	Eva Fedd	Waycross
Unison Behavioral Health	Lakeshia Roberts	Waycross
View Point Health	La Shonda Herring	Lawrenceville
Waycross Area Shelter for Abused Persons (d/b/a Magnolia House)	Gina Anderson	Waycross
Women in Need of God's Shelter (WINGS)	Barb Johns	Dublin
Women In Need of God's Shelter (WINGS)	Sharon Austin	Dublin
Women In Need of God's Shelter (WINGS)	Melody Watson	Dublin

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