

**GEORGIA BALANCE OF STATE CONTINUUM OF CARE BOARD  
MEETING MINUTES  
Atlanta, Georgia  
May 22, 2019  
Conference Call – (888) 902-6580**

**Present**

Linda Boswell (teleconference)  
Shannon Candler  
Kristy Carter  
Rachel Castillo  
Chad Cheshire  
Tonya Cureton Curry  
Janice Davis (teleconference)  
Matthew Elder  
John Ellis  
Sondra Hampton (teleconference)  
Mike Kraft (by proxy)  
Bill McGahan (by proxy)  
Diane Rogers (teleconference)  
Charlotte Woody (teleconference)

**Absent**

David E. Blackwell  
Monica Johnson  
Eric McGhee  
Nicole Sanders

**Collaborative Applicant Staff**

Rick Heermans  
Tina Moore  
Ambra Noble  
Mike Thomas  
Dave Whisnant  
Shawn Williams  
April Woods

**Guests (in person and teleconference)**

Jeff Smythe-HOPE Atlanta  
Vanassa Flucas-City of Valdosta (teleconference)  
Lakeisha Roberts-Unison BHS (teleconference)  
Wanda Addeo-Overview, Inc. (teleconference)  
Randy Lane-City of Adel (teleconference)  
Abby Thornton NW GA Family Crisis Center (teleconference)  
Jessica Mitcham-Good Neighbor Shelter (teleconference)  
Jim Lindenmeyer-Cherokee Veterans (teleconference)  
Falecia Stewart-MUST Ministries (teleconference)  
Michael Fisher-Ninth District Opportunity (teleconference)  
Connie Jee-Asian American Resource Center (teleconference)  
Jennifer Corcione-CAFI (teleconference)  
Tensa Liang-CAFI (teleconference)

The meeting of the Georgia Balance of State Continuum of Care Board (the "Board") meeting was called to order by Vice Chairperson Shannon Candler at 1:03 p.m.

Vice Chairperson Candler welcomed board members, thanked everyone for participating in this meeting and conducted a roll call of the board members present, either in person or on the call. Vice Chairperson Candler noted that she would be serving as the proxy for Mike Kraft and Bill McGahan for the meeting.

Vice Chairperson Candler called for approval of the minutes of February 27, 2019 (Tab A).

Motion to approve the minutes of February 27, 2019 was made by Matt Elder and seconded by John Ellis. The Vice Chairperson called for a vote, and the motion passed unanimously.

Vice Chairperson Candler invited guests to participate in the public comment period. The guests introduced themselves either in person or as they joined the conference call, and there were no additional comments from the public.

Vice Chairperson Candler called on Dave Whisnant to make Board Member Introductions and provide an Appointment Update. Mr. Whisnant reported on the following new agency board appointments, which were reviewed and approved by the Membership and Rules Committee:

- Clayton County appointed Linda Boswell to serve as Clayton County's representative, replacing Brecca Johnson. Ms. Boswell is the HUD Program Manager for Clayton County Housing and Community Development Department.
- The Georgia Department of Community Affairs (DCA) appointed Tonya Cureton Curry to serve as DCA's representative on the Board, replacing Carmen Chubb. Ms. Curry is the Deputy Commissioner for Housing at DCA.

Mr. Whisnant then reported that the seat designated for someone with lived experience of homelessness/former homelessness has been determined by the Membership and Rules Committee to be vacant due to missed meetings. Mr. Whisnant stated that efforts to identify another individual to fill this seat would begin soon.

Vice Chairperson Candler called on Tina Moore to review the 2019 Balance of State (BoS) CoC Competition and Procedures Update. Ms. Moore provided status update of work to date, which includes DCA, as the Collaborative Applicant, working with HUD to submit the initial draft Grant Inventory Worksheet (GIW) and CoC Registration, the first steps of the 2019 competition. Ms. Moore discussed the use of a review document for renewal applicants and the short turnaround time applicants typically have to work within. Ms. Moore then discussed working with the Standards, Rating, and Project Selection Committee to update the draft *2019 Georgia Balance of State Continuum of Care Review Application for Renewal Projects* document (Tab B). Following a meeting with this committee, this document has been updated from the CoC's process used during the 2018 funding competition. Ms. Moore briefly reviewed the updates and projected changes to the document to be used by the BoS CoC in the 2019 CoC Competition and requested that the Board approve this document as well as the early release of this document to renewal applicants. Ms. Moore noted that once the competition is opened, the CoC will be able request additional information as necessary in order score renewal project alignment with both CoC policies and priorities determined by the U.S. Department of Housing and Urban Development's (HUD).

Ms. Moore also discussed the upcoming competition and timeline, noting that it is anticipated that up to two special meetings of the Board will need to be called once HUD releases the CoC Application guidelines for 2019. The first meeting will be necessary to establish recommendations for the BoS CoC competition policy, process, and review criteria for Board approval, and the second meeting will be to review the results and priority ranking recommendations to the Board for approval.

A motion to approve the 2019 Review Application for Renewal Projects as proposed by the Standards Rating and Project Selection Committee, and the early release of the Review Application was made by Chad Cheshire and seconded by Charlotte Woody. The Vice Chairperson called for a vote and the motion was passed unanimously.

Vice Chairperson Candler called on Mike Thomas, who provided a report on the 2019 Balance of State CoC Homeless Count that was conducted on January 23, 2019. Mr. Thomas noted that the results are

preliminary and will not be final until HUD's review is complete, and a full report will be completed once this process has been complete.

Mr. Thomas discussed the background on the PIT process, conducted every two years to determine the numbers of unsheltered homeless individuals who are service resistant. Mr. Thomas reported that the PIT has historically been difficult to carry out in rural areas, and DCA has worked with Kennesaw State University staff in the past to develop a methodology to address areas where a physical count cannot be conducted.

The 2019 unsheltered count was conducted using the Counting Us app instead of paper surveys. There was an exclusion of questions for precariously housed in order to focus on those fitting the HUD definition of homelessness and the inclusion of observations in final PIT data. Mr. Thomas reported on the use of a new regression model with predictive variables as provided by Simtech Solutions instead of Kennesaw State University. Adjustments were made for outlier counties in predicted homeless numbers. Mr. Thomas noted that the inclusion of observation tools was based on HUD guidance and all observation tools submitted were thoroughly reviewed for data quality before final inclusion. New variables that were part of the predictive model included percentage of population receiving SSI, unemployment rate, Fair Market Rent (FMR) for efficiency unit, percentage aged 50-69, percentage rural, and number of preventable hospital stays. As a result of all of these issues, Mr. Thomas reported that staff believes that the numbers identified this year as part of the count are more accurate than in years past.

Mr. Thomas noted that the sheltered homeless count over the past 7 years has remained fairly constant with some fluctuations. Mr. Thomas then reviewed the findings of the sheltered count where the results show a 3% increase over 2018 in the number of people staying in emergency shelters on PIT night. The CoC continues to emphasize Housing First and has implemented Coordinated Entry in many areas statewide. It is believed that this has contributed to an increase in the sheltered population. Additionally, the CoC has identified and collected data from more shelter programs than in the past. The BoS CoC experienced a 4.3% decrease in the number of people staying in transitional housing. This is largely consistent with the increase in emergency shelter utilization, and largely consistent with the previous year.

Mr. Thomas also reported that the numbers of chronically homeless and homeless veterans was extrapolated from the rate of Veteran and chronic homelessness in each of the 12 county clusters from the 2017 predictive model. This method is consistent with that used in 2017, and it is more sensitive to demographic differences than a simple extrapolation. There was an increase in veterans experiencing homelessness from 4 to 6% and the number of chronically homeless individuals remained steady at 7%.

There was discussion about the increase. John Ellis noted that the impetus to change the methodology was due to fears that previous counts were too low and the results of this year's count seemed to confirm that. Matt Elder said that he served as the count coordinator for Gwinnett County and he commended DCA for all the support he received throughout the process and for working to improving the quality of the count itself.

Vice Chairperson Candler called on Mike Thomas to provide Balance of State CoC updates. Mr. Thomas reported on the following:

- Update of Code of Conduct Policy and Conflict of Interest and Recusal Policy:
  - Required update every 2 years

- Review w/DCA's Legal Consultant
- Updates approved by Membership and Rules Committee
- Update of Balance of State CoC Written Standards
  - Required to be updated annually
  - If changes are substantial, comes before the Board
  - Updates approved by Standards, Rating, & Project Selection Committee and deemed NOT to be substantial changes

Vice Chairperson Candler called on Dave Whisnant to report on the Chair/Vice Chair Nomination and Appointment. CoC Governance rules call for the Board to appoint a Chair and Vice-Chair, with the most important element being the ability to preside over Board meetings, where the ability to attend in person is necessary. Mr. Whisnant reported on follow up on Board Member interest by DCA staff. Mike Kraft expressed interest in Chair, and both David Blackwell and Chad Cheshire expressed interest in Vice Chair. Mr. Whisnant reported that after DCA follow-up, Mr. Blackwell removed himself from consideration based on other interested parties.

An Incidental motion to approve that the Board vote by voice for the Election of Chair and Vice-Chair was made by Rachel Castillo and seconded by John Ellis. The Vice Chairperson called for a vote and the motion passed unanimously.

Vice Chairperson Candler asked if there was a nomination for Mike Kraft as Chair. A motion was made by John Ellis and seconded by Matt Elder to nominate Mike Kraft as Board Chair. There were no further nominations. The Vice Chairperson called for a vote and the motion passed unanimously.

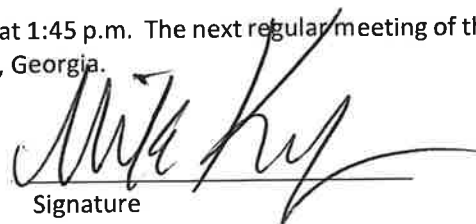
Vice Chairperson Candler asked if there was a nomination for Chad Cheshire as Vice Chair. A motion was made by Matt Elder and seconded by Rachel Castillo to nominate Chad Cheshire as Vice Chair. There were no further nominations. The Vice Chairperson called for a vote and the motion passed unanimously.


Vice Chairperson Candler asked if there was any old business. There was none.

Vice Chairperson Candler then asked for new business. There was none.

Mr. Whisnant thanked Vice Chairperson Candler for her service in that capacity. Mr. Whisnant also noted that, once HUD opens the 2019 CoC Competition, emails will go out quickly regarding any special meetings required as the overall timeline will have a short turnaround time.

There being no further business, the meeting was adjourned at 1:45 p.m. The next regular meeting of the Board will be held on August 28, 2019, (1:00 P.M.) in Atlanta, Georgia.

  
Signature

  
Title