

**GEORGIA BALANCE OF STATE CONTINUUM OF CARE BOARD  
MEETING MINUTES  
Atlanta, Georgia  
September 12, 2022  
Conference Call Number (1-844-992-4726; Mtg# is 2631 663 7674)**

**Present (teleconference)**

Linda Boswell  
Shannon Candler  
Kristy Carter  
Rachel Castillo  
Tonya Curry  
Jimiya Evans  
Alison Goldey  
Sondra Hampton  
Eric McGhee  
Joan Oxley  
Diane Rogers  
Daniel Rosebud  
Maxwell Ruppensburg  
Charlotte Woody

**Absent**

Chad Cheshire  
Tammie Collins  
Bert Flewellen  
Wayne Mack

**Collaborative Applicant Staff (teleconference)**

Alfredo Alea	Tina Moore
Amanda Brand	Diana Pitcher
Jimiecea Douglas	Rhonda Taylor
Aashish Gautam	Arlene Thomas
Josh Gray	Cordaryl Turner
Rick Heermans	Chandra Woods

**Guests (teleconference)**

Janeane Schmidt-Salvation Army  
Lori Ane Campbell-Salvation Army  
Jenny Wood-FaithBridge Foster Care  
Sharon Scott-CSRA EOA  
Josh Mollenkamp-The Davies Shelters  
Whitney McGinniss-PADV  
Suzanne Dow-GA Mountain Women's Center  
Katheryn Preston-GA Alliance to End Homelessness  
Bo Jones-Jackson County Habitat for Humanity  
Brenda Dalin-Ninth District Opportunity  
Michael Fisher- Ninth District Opportunity  
Teresa Stephens- Ninth District Opportunity  
Chrystal Coker-Ninth District Opportunity  
Yolanda Kent-Highland Rivers CSB  
Kimberly Bowen-Gateway BHS  
Sarah Ediss-Gateway BHS  
Cheryl Williams-New Horizons CSB  
Josh Beck-Vidalia Housing Authority  
Matt Elder-Gwinnett County Planning and Development Dept.  
Britt Aliperti-PCCI  
Daniel Donathan-South GA BHS (Legacy)  
Luisa Arroyo-Advocates for Children  
Bernice Cox-McIntosh Trail CSB

The special meeting of the Georgia Balance of State Continuum of Care Board (the "Board") meeting was called to order by Chairperson Tonya Curry at 10:12 a.m.

Chairperson Curry welcomed board members, thanked everyone for participating in this meeting, and conducted a roll call of the board members in attendance.

Chairperson Curry called for approval of the minutes of May 25, 2022 (Tab A).

Motion to approve the minutes of May 25, 2022 was made by Rachel Castillo and seconded by Shannon Candler. The Chairperson called for a vote and the motion passed unanimously.

Chairperson Curry called for approval of the minutes of August 9, 2022 (Tab A).

Motion to approve the minutes of August 9, 2022 was made by Kristy Carter and seconded by Allison Goldey. The Chairperson called for a vote and the motion passed unanimously.

Chairperson Curry then invited guests to participate in the public comment period and members to introduce themselves. The guests introduced themselves either verbally as they joined the conference call or through the Chat feature online. There were no additional comments from the public.

Chairperson Curry called on Josh Gray to provide the Board Member Update. Mr. Gray reported that David Whisnant has stepped down as one of the State Housing Trust Fund for the Homeless Commission representatives to the CoC Board. Mr. Whisnant has resigned from the Department of Community Affairs (DCA and the State Housing Trust Fund Commission) and his family has relocated to North Carolina. DCA and the Commission will be working to appoint another representative as a replacement. Mr. Gray expressed appreciation for Mr. Whisnant's years of service as did Chairperson Curry.

Chairperson Curry called on Josh Gray to review the Record E-mail Vote discussion item on the agenda. A rule in the Governance Charter allows for the Chair to call for a vote from Board members via e-mail for business matters that the Chair determines require immediate action between regularly scheduled Board meetings. The Governance Charter states that an affirmative vote of a majority of the Board members via e-mail shall be the act of the Board, and a record of any motions, votes, and actions taken via e-mail will be entered into the record at the next regularly scheduled meeting of the Board. Mr. Gray reported that he was officially recording the result of the e-mail vote requested on August 5, 2022, where the Board approved the Review Application for Renewal Applicants and early release of the application. Mr. Gray reported that both items were approved with no objections from a quorum of the Board. Votes were received by Linda Boswell, Shannon Candler, Kristy Carter, Rachel Castillo, Chad Cheshire, Tammie Collins, Jimiyu Evans, Bert Flewellen, Alison Goldey, Sondra Hampton, Eric McGhee, Wayne Mack, Joan Oxley, Diane Rogers, Daniel Rosebud, David Whisnant, and Charlotte Woody. Chairperson Curry's vote was not needed to break a tie.

Chairperson Curry called on Tina Moore to review the 2022 Balance of State Continuum of Care (CoC) Competition. Ms. Moore first thanked current Board Members Charlotte Woody and Joan Oxley and former Board Member Matthew Elder among others for their assistance in ranking and scoring the applications. Ms. Moore then reviewed the scoring results of the competition and project review by the application review sub-committees. Project applications were sent to the application review sub-committees and scored in accordance with policy set by the Board at the last meeting on August 9, 2022. Staff collected scores from review team members for each project on August 31, 2022, performance data was collected from annual reports, HMIS, and review applications, and renewal applicants that met threshold were given the opportunity to review their project scores. On September 8, the results of the competition, project ranking, and recommended adjustments were reviewed with the Standards, Rating, and Project Selection Committee who approved them and recommended they move forward to the Board.

Ms. Moore reviewed the ranking results for renewal permanent housing project applications, which includes Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH), and new permanent housing project applications (RRH project type). Using project application review scores, projects were ranked in tiered groupings as determined in the BoS Competition Policy (Group 1 – Renewal PSH, RRH, Coordinated Assessment, HMIS, and operational projects transferred in the last 12-months); Group 2 – Newly awarded PH (RRH & PSH) from the 2020 or 2021 competition that have not been in operation for a full year; Group 3 – New projects designated by the CoC to utilize reallocated funds; Group 4 – Renewal PSH and RRH projects determined to be significantly underperforming or operating under capacity; Group 5 – New Bonus PH (PSH, RRH, or Joint TH-RRH); Group 6 – New DV Bonus housing projects; and Group 7 – New DV Bonus SSO-CE. Ms. Moore noted that there were no projects for Groups 3, 5, 6, or 7.

As a result of the review process, it was determined that one renewal project would be placed in Group 4 due to significantly underperforming in the area of grant utilization. Staff looked at the three lowest scoring projects where two of them have extremely low utilization. One project is currently working on a corrective plan and has improved data reporting for enrollments, but they are having difficulty locating units. Staff tried to meet with the second organization to discuss their project but were unable to reach them. For the project that was moved down to Group 4, the project has low utilization for the second year and staff is unaware of a corrective plan. The application noted staff turnover and not being able to access eLOCCS (HUD's reimbursement system), but they project only spending 2/3 of funding for the current year (with 35% funding drawdown and 31% units/bed utilization for the most recent full reporting year). They were informed that the project was in underperforming status when the scores were sent out and that a second review would be conducted.

Ms. Moore reported that 62 competitive projects are listed in the final ranking. The 2022 BoS CoC Competition began with an unknown amount of funds to be reallocated. Projects that were underutilized were subject to a grant reduction (with partial funds to be reallocated) or a reallocation for significant underutilization. During the review process, it was determined that there were no projects submitted for renewal that are proposed for full or partial reallocation.

Ms. Moore reviewed reallocated funds available in the amount of \$184,370. She reported that, during the review process, there were two projects that opted not to request funding for the renewal of their projects. Asian American Resource Foundation is not renewing their Rapid Re-Housing project, and the grant amount of \$184,370 is eligible for reallocation. Tifton Judicial Circuit Shelter is not submitting a first-time renewal of their RRH project. However, the grant amount of \$21,917 for this project is ineligible for reallocation. Due to funding limitations, only 15% of the initial project was funded and they determined that the reduced funding did not allow for full implementation of the project.

Ms. Moore reported that the Balance of State CoC did not receive any new project requests under the 2022 CoC Annual Competition. The Committee is moving forward a request to the Board that a new project application from Tifton Judicial Circuit Shelter for RRH be included at the very bottom of the ranking to try to utilize the \$184,370 reallocated funding available. Under the 2021 CoC Competition, the new RRH project application that was submitted by Tifton Judicial Circuit Shelter passed CoC review and was placed in the final ranking and then passed HUD review to receive a funding award. Ms. Moore noted that DCA staff spoke with the Executive Director of this organization to determine if they would be willing and able to submit a new project application in e-snaps, which they did by the deadline. If approved, DCA staff can provide technical assistance with the e-snaps application as appropriate based on the amount of funding available.

The total proposed request, pending adjustments to the new project (if allowed), is just over \$21.4 million. That figure includes \$758,386 in non-competitive funds for the CoC Planning grant. Ms. Moore requested the Board's approval of the results of the competition, final ranking and determinations, recommended adjustments, and recommended reallocations of the 2022 Balance of State CoC Competition. Prior to the vote, Shannon Candler requested that staff provide information to the Board in the future noting the proposed service areas for each applicant in this competition and stated that a map would be helpful as well.

A motion to approve the results, final ranking and determinations, reallocations, and recommended adjustments for the 2022 Balance of State CoC Competition as proposed by the Standards, Rating, and Project Selection Committee was made by Jimiyu Evans and seconded by Sondra Hampton. The Chairperson called for a vote and the motion passed unanimously.

Chairperson Curry called on Josh Gray to review the Balance of State CoC HMIS Memorandums of Agreements (MOAs). These include the FY 2022 Balance of State CoC HMIS Renewal MOA and the FY 2022 GHFA BoS CoC HMIS MOA. Referencing both documents in Tab C, Mr. Gray reviewed the MOAs and stated that they are the agreements between the Balance of State CoC and the GA HMIS Lead Agency further defining responsibilities and duties of each party for both HMIS grants. Both documents also serve to formalize the terms of the financial agreements between the CoC and the Georgia Housing and Finance Authority (GHFA) as the entity that receives HMIS grant funding from the U.S. Department of Housing and Urban Development (HUD).

Mr. Gray first reviewed the FY 2022 Balance of State CoC HMIS Renewal MOA which is related to the Balance of State CoC HMIS project. This MOA states that the BoS CoC will retain the full \$100,003 total for support that directly benefits the BoS CoC. DCA will provide the 25% cash match for this project and Mr. Gray reported that these funds support an HMIS Administrator and related staff for the Balance of State CoC.

Mr. Gray then reviewed the FY 2022 GHFA BoS CoC HMIS MOA which is related to the statewide HMIS project. This MOA states that the BoS CoC will retain \$150,000 of the \$663,400 total with the balance going to DCA to be used towards HMIS Implementation that covers the rest of the state including eight of the nine CoCs within Georgia. DCA will also provide the \$165,850 cash match.

Mr. Gray requested that the Board approve both the FY 2022 Balance of State CoC HMIS Renewal MOA and the FY 2022 GHFA BoS CoC HMIS MOA, as approved by the HMIS Committee on August 10, 2022.

A motion to approve the FY 2022 Balance of State CoC HMIS Renewal MOA document, as proposed by the HMIS Committee, was made by Rachel Castillo and seconded by Shannon Candler. The Chairperson called for a vote and the motion passed unanimously.

A motion to approve the FY 2022 GHFA BoS CoC HMIS MOA document, as proposed by the HMIS Committee, was made by Kristy Carter and seconded by Shannon Candler. The Chairperson called for a vote and the motion passed unanimously.

Chairperson Curry called on Tina Moore to review the Annual Governance Charter Update (Tab D). Ms. Moore reviewed the proposed updates to the Governance Charter in detail. These updates included a correction on page 2 to change the word "insures" to "ensures" and a comma correction on page 7. These updates were approved by the Membership and Rules Committee on August 10<sup>th</sup>. The Committee

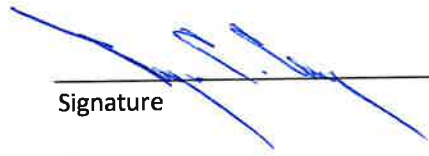
determined that updates were not considered substantial so they will not require a full membership vote. Ms. Moore requested the Board’s approval of the Georgia Balance of State Continuum of Care Governance Charter as updated.

A motion to approve the Governance Charter with noted updates was made by Rachel Castillo and seconded by Allison Goldey. The Chairperson called for a vote and the motion passed unanimously.

Chairperson Curry asked if there was any old business. No old business was presented to the Board for consideration.

Chairperson Curry then asked for new business. No new business was presented to the Board for consideration.

With no further business, the meeting was adjourned at 10:43 a.m. The next special meeting of the Board will be virtual and take place on September 29, 2022. The next regular meeting of the Board is scheduled for November 16, 2022 and is planned to be an in-person meeting at DCA.

  
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 Signature  
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 Chairperson  
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 Title