

**Mississippi Balance of State CoC**  
**Southwest Regional Coalition**  
**Monthly Meeting Minutes**  
Thursday, April 19, 2016  
10:00 a.m.

**TIME AND PLACE**

The Southwest Regional Coalition Meeting was called to order at 10:00 a.m. The meeting was held at the WINGS Conference Room ([3167 Hwy 51 MM, McComb, MS 39648](#))

**CALL TO ORDER**

Reginald Glenn, MS CoC Coordinator called the meeting to order.

**PRESENT**

Reginald Glenn (MS BoS CoC), Tina Davis (Oak Arbor SSVF), Annie May (WINGS), Janet Rogers (WINGS), Jean Spring (WINGS), Connie Miller (ASC HOPWA), Danielle Rogers (WINGS)

**REVIEW OF MINUTES**

*A motion was made by J. Rogers to adopt the minutes for the meeting on March 17, 2016. The motion was seconded by A. May. All in favor by acclamation.*

***Reminder:** Minutes will not be printed for the meetings starting January 2016. Visit [www.msbos.org](http://www.msbos.org) to view minutes.*

**ADOPTION / REVIEW OF AGENDA**

*Attendee adopted a motion to accept the agenda. \_\_\_\_\_ seconded the motion. All in favor by acclamation.*

**UNFINISHED BUSINESS**

**I. Agency Report: AIDS Services Coalition**

**a. Presented by Connie Miller**

ASC, in cooperation with our community partners, is committed, to providing the best possible solutions for men and women living with HIV. Their primary services include:

- i. 1-2-1 Haven House** – provides resources and support for homeless men living with HIV/AIDS. As a transitional housing facility funded by HUD, Haven House assists residents in meeting the challenges of independent living. Residents work, attend school or are otherwise active in the community, and each resident receives individual therapeutic counseling. Residents affected by alcohol and drug abuse attend support groups and participate in related programs as a condition of residency. Residents of the program are responsible for housekeeping, food prep, and maintaining the appearance of the house and grounds.
- ii. 227 Place - 2-2-7 Place** provides permanent supportive housing to homeless women and children, with a focus on helping clients transition to self-sufficiency. The program provides long-term, community-based housing with a full continuum of care as clients work towards independence.

The staff of 2-2-7 Place works with clients to help them learn the skills necessary to:

- i. Obtain/Maintain permanent housing**

- ii. Increase self-determination skills
- iii. Increase job skills and income

The social services staff at 2-2-7 Place provides clients with case management, mental health care resources, life skills education, and health services and education. To be eligible for admission to 2-2-7 Place, applicants must:

- Have a diagnosed mental disorder, substance abuse problem, or HIV/AIDS
- Be able to live independently on a daily basis including being able to manage medical needs
- Be homeless
- Provide a negative urine toxicology screening within 30 days of being admitted
- Be free from using illegal substances or abusing alcohol
- Be willing to work toward independent, permanent living through life planning and development
- Cannot be a registered sex offender
- Cannot have a history of violent behavior, including threatening behavior

Applicants with a history of substance abuse should be ready and willing to work towards recovery through active participation in group meetings.

- iii. **HIV Prevention Outreach & Testing** - ASC provides HIV prevention outreach through a variety of activities. Educating our community on how HIV can be prevented is a priority for AIDS Services Coalition. We also provide the community with the resources necessary to protect themselves from HIV infection. We believe that HIV prevention outreach is key in putting a stop to HIV in our community.

ASC's HIV testing program, ProTest, offers a sensible alternative to traditional HIV testing. By providing preliminary results in as little as 15 minutes, our staff can connect those who test positive with treatment options up to two weeks sooner than traditional HIV testing.

- iv. **Positive Living Support Group** - Positive Living is a Peer-to-Peer support system providing members with various types of help by relating personal experiences, listening to other's experiences and working to inform the public on facts about HIV/AIDS.
- v. **Food For Life Pantry** - The Food for Life Pantry is a service provided by the AIDS Services Coalition to any person living with HIV in the community. Individuals are able to receive a food box from the pantry by requesting a referral to the food pantry from a primary care provider. Once AIDS Services Coalition receives the referral, a box of food will be prepared for the individual and made available for pick up at the AIDS Services Coalition Outreach Office.
- vi. **For more information about ASC and its services, visit:**  
<http://www.ascms.org>

**b. Agency Reports – We want to know more about what your agencies do!**

- i. **REPORT FORMATTING:** We want all agencies to be able to give a brief report concerning the programs and initiatives:

1. 5 -10 Presentation during coalition meeting
  2. PowerPoint capability provided if needed
  3. Each agency must volunteer to present a month
- c. VOLUNTEERS slated for NEXT MEETINGS**
- i. None slated for the next meetings. R. Glenn will search for people to present.

**II. DEBRIEFING: 2016 Point-In-Time Count**

- a. Debriefing**
- i. Data has been collected from around the state has been entered into AWARDS.
  - ii. MUTEH Staff is currently doing data quality analysis to determine our official counts.
  - iii. Deadline for PIT Data Entry: Monday, May 1, 2016
- b. Our Initial Count**
- i. Last Year's Count: 809
  - ii. January 2016: \*764 (Sheltered = 435 | Unsheltered = 329)
  - iii. \*Disclaimer: This number is an approximation.

**NEW BUSINESS**

**I. COORDINATED ENTRY SYSTEMS**

- a. The CoC is working to create an effective network to
  - i. Identify homeless individuals or families
  - ii. Gathers important information from them (that will let us know HOW and WHO can help them)
  - iii. Connect them to services in the region (or beyond) that can help.
- b. What's More Effective?
  - i. Without CES
    1. Dead ends, closed doors
    2. Endless intakes, applications, and waiting lists
    3. First-come, first-served
    4. Each organization doing it all
  - ii. With CES
    1. Seamless Connections
    2. 1 survey that connects to real-time housing opportunities
    3. Best-fit, housing match
    4. Each organization doing what they do best
- c. Elements of Effective CES
  - i. Think: 3 A's
    1. Assess
    2. Assist
    3. Assign
- d. The Active List (By-Name List)
  - i. DISCLAIMER: The list you will see today is a PILOT LIST. PIT Count Data, and other sources will be added soon.
  - ii. IN HMIS: The list will be categorized by:
    1. Veterans Status
    2. Chronically Homeless Score
    3. Family Status
  - iii. The report will include county, referral, mental illness status, and phone number for contact.
- e. Next Steps
  - i. Point-In-Time Data will be added to the active list

- ii. How will traverse the list practically?
  - 1. TEMPORARY
    - a. R. Glenn will look up the Client ID
    - b. Connect ID w/ name
    - c. Check out the consumer History Report
    - d. Report finding for case management engagement.

## II. TEAMS VS. WORKGROUPS: How Organizations Function

- a. Leaders Need 4 Types of People Surrounding Them...
  - i. BELIEVERS: People who believe in you and your vision
  - ii. ACHIEVERS: People who contribute to the team with excellence.
  - iii. CONCEIVERS: People who bring good ideas to the table.
  - iv. RELIEVERS: People who complement your skills and abilities.
- b. Research Studies Shows...
  - i. "...across many years, organizations, and types of jobs show that when employees are asked to evaluate different facets of their job such as supervision, pay, promotion opportunities, co-workers, and so forth, the nature of the work itself generally emerges as the most important job facet."
- c. Characteristics of Dedicated Employees
  - i. Career that's Career-Oriented
  - ii. Feel Trained & Commits to Ongoing Professional Development
  - iii. Believe in Mutual Trust with Supervisor
  - iv. See Underperforming Peers Retrained or Let Go
  - v. Feel Understood by Supervisor
  - vi. Feel Personally Connected to Organization
  - vii. Know What They Are Being Asked to Accomplish
  - viii. Feel Challenged to Expand Skills
  - ix. See Organization's Big Picture
  - x. Feel Listened To
- d. Building Cohesion: Critical Questions
  - i. Why Am I Here? (Mission)
  - ii. Where Am I Going? (Vision)
  - iii. How Am I Doing? (Feedback)
  - iv. What's In It For Me? (Rewards)
  - v. Where Do I Go For Help? (Support)
- e. A Comparison of Teams and Workgroups
  - i. Teams
    - 1. Have a shared vision
    - 2. Commit to a common purpose
    - 3. Share responsibilities
    - 4. Hold each other accountable
    - 5. Make decisions
  - ii. Workgroups
    - 1. Driven by projects
    - 2. Hired to do a task
    - 3. Perform tasks only related to job description
    - 4. Look to supervisor for accountability
    - 5. Follow Decisions
  - iii. Functional Team in Human Services
    - 1. Interdependent with complimentary skill sets
    - 2. Driven to meet specific needs

3. Are solution-driven, not barrier focused
4. Meet on a regular basis
5. Use data and evidence
6. Continuously improve through collective performance
7. Make decisions and stick to them
8. Are facilitated by a Team Leader
- iv. Mutual Commitment Creates Synergy
  1. Two profoundly important questions:
    - a. Are you committed to the goal of ending homelessness?
    - b. Are you committed to working as a team to accomplish that goal?
- v. High-Performing Teams
  1. Know the objectives and tasks. Each team member is fully committed to each.
  2. Have leaders that encourage, empower and promote mistakes
  3. Set clear performance goals as a team. There is usually some capacity of these being stretch goals.
  4. Communicate.
  5. Trust their own skills and the skills of others on their team.
- vi. Building An Effective Team
  1. People must be recruited to the mission—not hired for a job.
  2. Commitment must be measured.
  3. Expectations have to be totally clear.
  4. A solution-focused environment is necessary
  5. The team collectively sets performance goals.
- vii. Do Not Ever...
  1. Do tasks that are rightly jobs of team members.
  2. Make excuses for under-performance.
  3. Tolerate any person as an expectation to the rest of the team.
  4. Become friends with the team members that report to you.
  5. Let people bring problems to you without also bringing possible solutions.
  6. Lose sight that it is a privilege to serve.
  7. Forget to say “Thank You” or offer words of encouragement.
- viii. How Happy Are People With Your Organization?
  1. The most effective & reliable measure of happiness is to ask people how happy they are. If they are unhappy, it is worth asking why they are sticking around.
- ix. Final Word On Teams
  1. Trust is born and developed on the team. With trust amazing things can happen because you will work through differences constructively.
  2. While trust breeds an opportunity for open communication and healthy conflict, do NOT get stuck constantly tearing everything around you down.
  3. REMEMBER: A clenched fist can return to just being a hand.

### **III. HUD Exchange Notes of the Month – April 2016**

#### **a. Income Eligibility Calculator Now Available For ESG**

- i. The CPD Income Eligibility Calculator has been expanded to include the Emergency Solutions Grants (ESG) Program.

#### **ii. What is the Income Eligibility Calculator?**

1. The Income Eligibility Calculator is an interactive tool that automates calculation of an individual's or family's income, for determining eligibility for HUD programs.

#### **iii. How Does the Income Eligibility Calculator Work?**

1. The calculator asks a series of questions, depending on the program (e.g. ESG, CDBG, etc.), activities, and other inputs. The user enters information about the program applicant while the calculator generates a summary of results for each applicant. The user then saves or prints the summary sheets to include in the beneficiary's file.
2. The calculator currently performs income eligibility and assistance amount calculations for the following HUD programs:
  - a. Brownfield Economic Development Initiative (BEDI)
  - b. Community Development Block Grant Program (CDBG)
  - c. CDBG Disaster Recovery Assistance
  - d. Emergency Solutions Grants Program (ESG)
  - e. HOME Investment Partnerships Program (HOME)
  - f. Housing Opportunities for Persons with AIDS (HOPWA)
  - g. Neighborhood Stabilization Program (NSP)
  - h. Section 108 Loan Guarantee Program
  - i. Self-Help Homeownership Opportunity (SHOP)

### **ANNOUNCEMENTS – APRIL 2016**

#### **I. 2016 COC MEETING CALENDAR**

- a. To better prepare our members for CoC meetings, we've created a year-long meeting calendar.
- b. The calendar is available in your coalition email reminder & [msbos.org/calendar](http://msbos.org/calendar).

#### **II. COC ANNUAL MEETING**

- a. Thursday, June 9, 2016
- b. MS Ag Museum – Ethnic Heritage Center, Jackson, MS

#### **III. 2016-2017 CoC MEMBERSHIP DUES**

- a. 2015-16 Membership Dues will expire on June 30, 2016.
- b. Membership Dues are set at \$10 annually for individual and agency members of the MSBoS. This MINIMAL FEE is set to encourage participation from all subpopulations that have an interest in the work of the CoC. Annual dues for homeless individuals are waived.
- c. Invoices for the 2016-2017 Membership Year will be EMAILED in the weeks before the Annual Meeting.
- d. For more information, visit [msbos.org/join-our-coc](http://msbos.org/join-our-coc) OR email R. Glenn ([rglenn@msbos.org](mailto:rglenn@msbos.org)).

#### **IV. "GET TO KNOW YOU" VIDEO – VOLUNTEERS**

#### **V. BOMBAS + GAP: HOMELESS PROJECT: SOCK GIVEAWAY**

#### **VI. NEXT SOUTHWEST MEETING: Thursday, May 17<sup>th</sup>**

### **ADJOURNMENT**

The meeting adjourned at 11:15 AM.