

**Mississippi Balance of State CoC  
Governing Council Meeting Minutes**

Thursday, December 15<sup>th</sup>, 2022  
10:00 a.m.

**TIME AND PLACE**

The Mississippi Balance of State CoC Governing Council was called to order at 10:00 a.m. at The Woolfork State Office Building, 501 N West St, Jackson, MS 39201.

**ROLL CALL**

Elected COC Governing Council Members, the HMIS Lead Agency, and the CoC Collaborative Applicant

**CALL TO ORDER**

Hannah Maharrey, MS BOS COC Director, called the meeting to order.

**PRESENT**

Ledger Parker, Florida McKay, Rebecca Nelson, Jason Spencer, Kim Neal (proxy for Abby Miller), Colleen Hartfield, Chantel Maye, Karley Williams (proxy for Robbie Brown), Reginald Glenn (guest), Cristina Sequeria (guest).

**Additional Notes**

GC members Martha Mitternacht, Ailrick Young, Cindy Cheeks, and Collin Billingsley were unable to attend.

**REVIEW OF MINUTES**

*Minutes were submitted for the October 2022 Governing Council meetings.*

**ADOPTION / REVIEW OF AGENDA**

*Jason Spencer adopted a motion to accept the agenda and minutes. The motion was seconded by Rebecca Nelson. All in favor by acclamation.*

**AGENDA ITEMS**

**I. MS BoS CoC Governing Council 2023 Schedule**

1. Thursday, March 16<sup>th</sup>, 2023
2. Thursday, June 15<sup>th</sup>, 2023
3. Thursday, September 21<sup>st</sup>, 2023
4. Thursday, December 21<sup>st</sup>, 2023

**II. Governing Council Member Updates**

1. Dr. Sarah Grabmiller resigned from Governing Council
2. Unbeknownst from the Governing Council, Abby Miller resigned as Executive Director of Care Lodge, therefore she also resigned her position as our Domestic Violence liaison Governing Council member
3. Currently have 12 Voting Council Members. Full council is 15.
  1. Quorum is 6 members
  2. Sectors that need representation on council

1. Businesses and Workforce Development
2. Behavioral Health Providers
3. Law Enforcement and Criminal Justice
4. Domestic Violence Advocates

### **III. Continuum of Care Committees:**

1. Creating standing committees to support, improve, and expand our CoC's efforts. Each standing committee shall comprise a minimum of 3 persons, with at least one from the Governing Council.
2. Current Committees:
  1. HMIS Committee
  2. CES Committee
  3. Veteran Task Force
  4. Rank and Review Committee
3. In-Development
  1. Resource Development and Membership Committee – Cindy Cheeks
  2. Funding and Strategy Committee – Rebecca Nelson
  3. Monitoring Committee
  4. Chronic Homeless Task Force
  5. Landlord Engagement Committee
  6. Possible Youth Task Force with First Place for Youth

### **IV. CONTINUUM OF CARE REGIONAL UPDATES:**

1. Homeless Persons' Memorial Day
  1. Wednesday, December 21st, 2022
  2. Northeast – 10am, Tupelo
  3. East Central – 3pm, Meridian
  4. Pine Belt – 4pm, Hattiesburg
2. Point-in-Time Count
  1. Tuesday, January 24<sup>th</sup>, 2023
  2. Counting US Mobile App
  3. Training: <http://muteh.wordpress.com/>

### **V. Voucher Programs in MSBOS**

1. Emergency Housing Vouchers
  1. 6 PHAs
  2. 181 total
  3. 14 remaining
  4. 92% utilized
2. Foster Youth to Independence Vouchers
  1. TVRHA, CPS, Youth Village, MUTEH
  2. 25 Vouchers
  3. 4 utilized
  4. Implemented as needed
3. Housing Stability Vouchers
  1. 8 vouchers
  2. Region VII Housing Authority, Natchez
4. Other Vouchers
  1. Mainstream Vouchers

2. Section 8 Vouchers
3. HUD-VASH
  1. 20 total, 100% utilized in East Central and Delta with Jackson VA
  2. Discussion of HUD VASH in Northeast between TVRHA and Memphis VA

**VI. Veteran By-Name-List Inflow and Outflow**

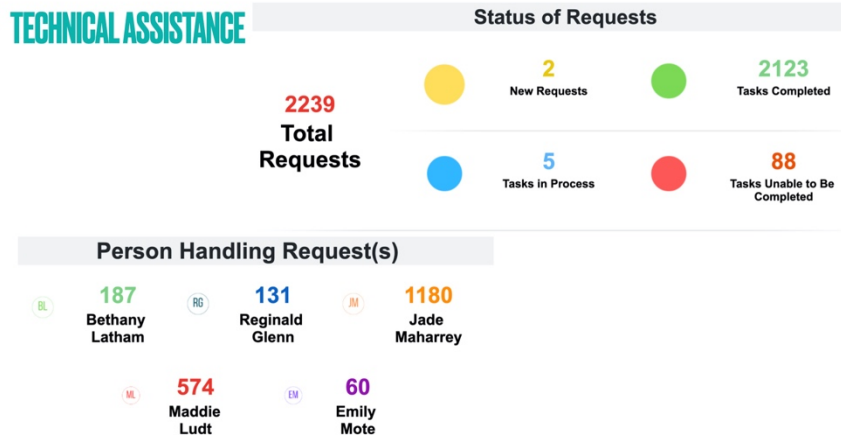
1. 9/1/2021 – 8/31/2022
2. Veteran Move-ins – 76
3. Outflow – 16 per month
4. Inflow – 12 per month
5. Outflow includes Move-Ins and program discharges due to leaving geographical region, self-resolution, and housing program discharges
6. Current VET BNL has 22 Veterans
  1. 3 Chronic
  2. 9 Clearview Recovery A&D

VET BNL Reports 9/1/21 - 8/30/22				
VET BNL	Left ->	Discharges	Move-ins	New
9/8/21	2	1	1	5
9/22/21	3	1	2	6
10/6/21	5	4	1	4
10/20/21	9	5	4	3
11/3/21	8	7	1	7
11/17/21	7	3	4	6
12/1/21	7	5	2	5
12/15/21	5	5	0	8
1/12/22	14	7	7	10
1/26/22	9	5	4	2
2/9/22	6	4	2	7
2/23/22	12	10	2	8
3/9/22	6	3	3	11
3/23/22	6	2	4	6
4/6/22	7	4	3	9
4/20/22	6	4	2	1
5/4/22	4	3	1	5
5/18/22	10	3	7	5
6/1/22	9	5	4	4
6/15/22	11	8	3	6
7/6/22	8	7	1	4
7/20/22	10	5	5	8
8/3/22	6	2	4	2
8/17/22	11	6	5	3
8/31/22	10	6	4	7
<b>Totals</b>	<b>191</b>	<b>115</b>	<b>76</b>	<b>142</b>

**VII. MUTEH HMIS Report – Ledger Parker on behalf of HMIS Lead Agency**

1. AWARDS Total:
  1. 97 Total Projects
    1. 91 Active

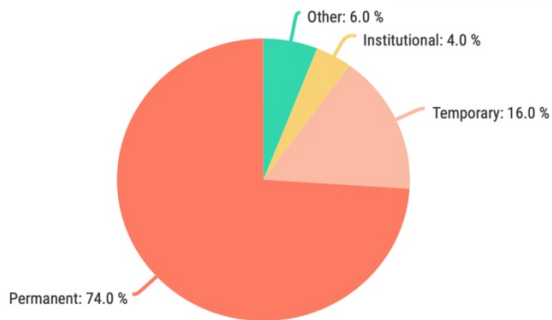
- 2. 3 Non-participating
  - 3. 3 Inactive
- 2. 112 Active Logins
- 3. 3,006 Current Record Count
- 4. 41,570 History Record Count
- 2. Longitudinal Systems Analysis (LSA)
  - 1. Destination
  - 2. Inventory
  - 3. Households
  - 4. Overlapping Enrollments
  - 5. Move-in dates
  - 6. Programmatic data
- 3. 4<sup>th</sup> Quarter Discharge Clean-up
  - 1. 365 discharges
    - 1. 74% Permanent Destination
    - 2. 16% Temporary
    - 3. 4% Institutional
    - 4. 6% Other
- 4. New Data Analyst hired
  - 1. Emily Mote
- 5. Technical Assistance via TA request link
  - 1. 2239 Total Request
    - 1. 2123 completed
    - 2. 2 New requests
    - 3. 5 In-progress
    - 4. 8 Unable to Completed – includes requests that HMIS team are unable to address
- 6. AWARDS Updates –
  - 1. System Performance Measures (SPMS) Due February 2023
  - 2. Finalizing Data Quality Plan
  - 3. LSA due January 11<sup>th</sup>
  - 4. Start Backdating Permissions Clean-up
  - 5. November 2022 Monthly Progress Reports (MPRs) sent



# DISCHARGE CLEAN UP 4TH QUARTER

HMIS Project Types	Other Destinations	Institutional Destinations	Temporary Destinations	Permanent Destinations
HOPWA	1	0	10	41
Rapid Rehousing	3	0	2	44
Transitional Housing	0	0	1	1
Permanent Supportive Housing	0	0	1	1
Emergency Shelter	2	7	20	57
Emergency Housing Voucher	1	0	1	2
Homeless Prevention	4	5	3	46
Street Outreach	9	2	19	71

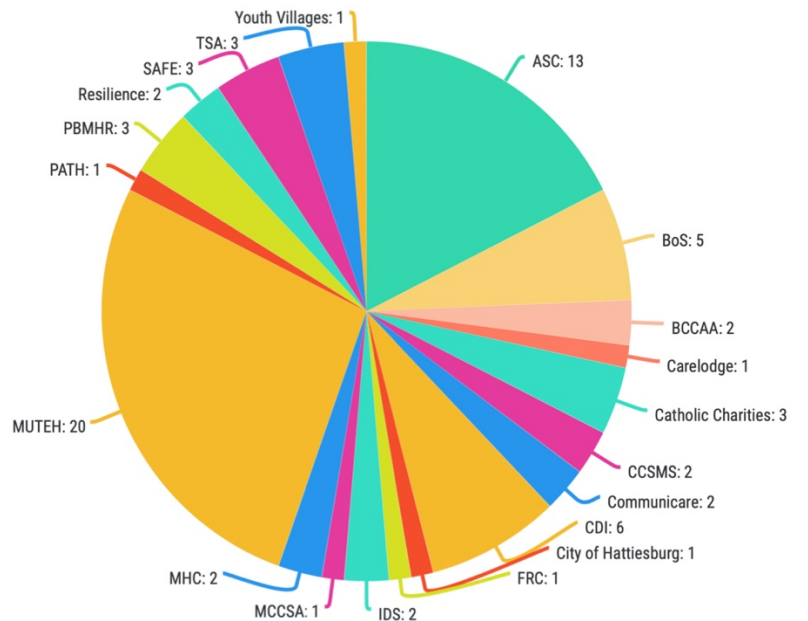
Destinations



365

## 2022 HMIS Trainings

# AWARDS Trainings



## **VIII. Coordinated Entry System Updates – Reginald Glenn, CES Director**

1. RRH-PSH Referrals by Coalition since 10/13/2022
  1. Delta – 14
  2. Southwest – 7
  3. Northeast – 10
  4. East Central – 2
  5. Pine Belt – 29
  6. Total: 62
2. RRH-PSH Referrals Reported Living Situation since 10/13/2022
  1. Abandoned Building – 8
  2. Motel/Hotel Paid by Agency – 8
  3. Outdoor Encampment – 8
  4. Park – 3
  5. Street/Sidewalk -3
  6. Under Bridge/Overpass – 1
  7. Vehicle – 22
  8. Emergency Shelter – 5
  9. Hospital – 2
  10. Other – 1
3. Homeless Prevention Referrals by Coalition since 10/13/2022
  1. Delta – 2
  2. Pine Belt 1
  3. Total: 3
4. Homelessness Prevention Referrals Reported Living Situation since 10/13/2022
  1. House or Apartment Rental – 2
  2. With Friends or Family – 1
5. Improving Referrals and Outreach
  1. Adding Email responses to eligible/ineligible responses
  2. Engagement training to better determine homeless assessment
  3. Rapid Resolution/Diversion training to avert crisis call increase
6. RRH-PSH System Wide CES Utilization August – November 2022
  1. 121 Waitlist Placements
  2. 137 Program Admission
  3. 88% System-wide CES Utilization Rate
  4. 6 – Average VI-SPDAT Score
  5. 71 Average MMA Score (out of 100)
7. HP – System Wide CES Utilization September -October 2022
  1. 26 Waitlist Placements
  2. 43 Program Admissions
  3. 60% System-wide CES Utilization Rate
  4. 6 – Average HP Assessment Score
  5. 39 Average HP MMA Score (out of 100)
8. CES News and Notes
  1. HP Monthly Metric Analysis launched in November 2022
  2. Correcting agencies not including assessments on waitlist, MMAs are penalized for not including assessment
  3. Monitoring backdating on the waitlist, MMAs are penalized for backdating

4. Adding non-assigned clients into program also incur MMA penalty,
9. CES Technical Assistance Dashboard Statistics
  1. Total CES TA request – 116
  2. Robert Lukes – 69
  3. Shaquanna Logan – 21
  4. Tanisha Holmes – 21
  5. Request Types
    1. Assign Clients – 55
    2. Remove Client – 16
    3. Status Updates – 44
    4. System Questions – 0
  6. Client Assignments
    1. 91 Clients Requested
      1. Includes 17 Chronically Homeless clients
      2. Includes 1 DV client
  7. CES Requests by Agency
    1. MUTEH – 38
    2. BCCAA – 37
    3. CCSM – 26
    4. USM-IDS – 14
    5. ASC – 1
  8. Waitlist and Discharge Management
    1. CES Policy has been updated as of October 2022 to include our latest policy regarding Housing and Follow-up Waitlist removal.
    2. The policy has been added to CES policies and procedures on msbos.org, page 35-36
    3. The CES team is working with HMIS team to clean-up discharges in preparation for the next LSA submission in 1Q of 2023.
  9. Mobile App for Outreach
    1. In Mid-September the CoC signed a contract with SimTech Solutions for the procurement and development of Street Outreach App
    2. Show the Way is an app for self-help tools to guide people from homelessness to housed.
    3. The App will interface with our HMIS to help the CoC strengthen their outreach presence with convenient data entry.
    4. We currently in the “data handshake” phase of the project and will begin trail testing of system soon.

## **IX. Written Standards Revision**

1. Last update in May 2019
2. Governing Council will vote on updates
3. Written Standards. Establish and consistently follow written standards for providing CoC assistance, in consultation with the recipients of Emergency Solutions Grants program funds.
4. The CoC must establish and consistently follow written standards for providing assistance. The coordinated assessment system must incorporate

these standards when evaluating and referring potential program participants. At a minimum, the written standards must include the following:

1. Policies and procedures for **evaluating individuals' and families' eligibility for assistance** under the CoC Program
  2. Policies and procedures for **determining and prioritizing which eligible individuals and families will receive transitional housing assistance**
  3. Policies and procedures for **determining and prioritizing which eligible individuals and families will receive rapid re-housing assistance**
  4. Standards for **determining what percentage or amount of rent each program participant must pay while receiving rapid re-housing assistance**
  5. Policies and procedures for **determining and prioritizing which eligible individuals and families will receive permanent supportive housing assistance**
5. Next Steps:
1. CoC Director will email Google Doc after Governing Council Meeting for Governing Council to review and leave comments and suggestions
  2. Virtual Written Standards Work Session will be Monday, December 19<sup>th</sup>, 2023 from 9am-10:30am.
  3. Vote via Online Poll by Friday, December 23<sup>rd</sup>, 2022

## **X. MSBOS Funding Updates**

1. **Current CoC Funding :**
  1. MUTEH
    1. HMIS
    2. CES
    3. RRH
    4. PSH
    5. Planning
  2. ASC
    1. 227 Place – PSH
    2. 121 Haven House – PSH
  3. USM-IDS – RRH
  4. CCSM – RRH
  5. Care Lodge – TH-RRH
  6. BCCAA
    1. RRH
    1. PSH
2. **Current issues within CoC Funding**
  1. Working on Match Documentation for Planning Grant
  2. BCCAA PSH is having difficulties with Environmental Reviews. Met with CPD office to determine the best process on environmental reviews going forward. CoC Director will assist BCCAA in submitting environmental reviews.
  3. Care Lodge has delayed and underspent each grant they have received from MSBoS Funding Competition.
    1. FY 2019 Grant underspent and was de-obligated



2. FY 2020 Grant underspent and being de-obligated
3. FY 2021 has yet to begin
4. Did not apply for funding in FY2022 competition
5. Executive Director Abby Miller apparently left Care Lodge and has been replaced by Kim Neal. Care Lodge did not receive notice that the Executive Director was leaving.
6. The new Executive Director does not have experience with HUD housing grants.
7. Governing Council expressed concern that Care Lodge does not have the capacity to implement the FY2021 grant that has yet to go to grant agreement.
8. It was suggested by the council that a vote of no-confidence for Care Lodge and reallocation would be necessary.
9. The potential reallocation agency was MUTEH since they have an office in the Care Lodge's current service area and have experience housing sub-populations.
10. Kim Neal from Care Lodge and Ledger Parker from MUTEH were asked to leave the meeting in order for the Governing Council to discuss a vote of no-confidence and reallocation.
11. The Governing Council voted to:
  1. Request an extension for Care Lodge's FY2020 grant, which has a balance of \$45,000+ and allow Care Lodge to continue to spend down the grant over the next few months.
  2. Reallocate Care Lodge's FY2021 Grant of \$133,000+ to MUTEH
12. Colleen Hartfield made a motion; it was seconded by Jason Spencer. The vote was unanimous. Voting members:
  1. Karley Williams
  2. Chantel Maye
  3. Florida McKay
  4. Rebecca Nelson
  5. Jason Spencer
  6. Colleen Hartfield

## **XI. Special NOFO Competition**

1. HUD Funding Announcement – before end of first quarter 2023
  1. Could be as earlier as mid-January

## **XII. ESG, HOPWA, and Other Federal and State Funding**

1. ESG-CV
  1. In the process of being phased out, officially ends in September 2023
  2. Multiple agencies have reached out to CoC leadership that reimbursements are delayed causing issues for their program implementation and employee payroll
2. The following Mississippi Home Corporation Grants are delayed and are currently without grant agreements, which further delayed program implementation within the Balance of State
  1. ESG

2. HOPWA
3. CHOICE
4. Also, experience issues with MHC regarding CES and HMIS compliance.
  1. CoC Director met with CPD director Donnetta McAdoo and leadership of MHC ESG programs to discuss CES issues with ESG grantees.
    1. CPD Director clarified that ESG grantees have a regulatory requirement to participate in the CoC's CES program.
    2. CPD Director asked CoC Director to submit a Statement of Concern regarding ESG grantees CES compliance issues.
3. SSVF
  1. New Regional Coordinator
  2. Experiencing HMIS and CES compliance issues with 2 out of 3 SSVF providers

### **XIII. 2023 Formal Training Plans**

1. Case Management - Hope Rising MS
2. Capacity Building – MS Alliance of Nonprofits and Philanthropy
3. Developing Relationships with Supportive Services – United Way of NEMS

**NEXT GOVERNING COUNCIL MEETING:** March 16<sup>th</sup>, 2023.

#### **Meeting Adjourned at 1pm.**

*Ledger Parker adopted a motion to adjourn The motion was seconded by Jason Spencer. All in favor by acclamation.*