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Mississippi Balance of State CoC
Governing Council Meeting Minutes
Thursday, October 13th, 2022
10:00 a.m.

</div>

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, Bethany Latham-Rodgers, Florida McKay, Rebecca Nelson, Cindy Cheeks, Jason Spencer, Colleen Hartfield, Chantel Maye, Reginald Glenn (guest), Cristina Sequeira (guest).

Additional Notes
GC members Martha Mitternight, Abby Miller, Ailrick Young, Dr. Sarah Grabmiller, and Collin Billingsley were unable to attend.

REVIEW OF MINUTES
Minutes were submitted for the June 2022 Governing Council meetings.

ADOPTION / REVIEW OF AGENDA
Florida McKay adopted a motion to accept the agenda and minutes. The motion was seconded by Jason Spencer. All in favor by acclamation.

AGENDA ITEMS

  I. MS BoS CoC Governing Council 2022 Schedule
       1. Thursday, December 15th, 2022
  II. Governing Council Member Updates
       1. Pine Belt representation is vacant
       2. Southwest representation is vacant
       3. Rebecca Nelson has accepted position of Vice Chair of Executive Committee position is vacant.
       4. Need to replace Northeast Representative
       5. Executive Committee: Secretary/Treasurer position - vacant
  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.
            1. Resource Development and Membership Committee – Cindy Cheeks

2. Funding and Strategy Committee – Rebecca Nelson
3. Monitoring Committee
4. Chronic Homeless Task Force
2. Plan to develop committees in 2023
3. Plan to add a Landlord Engagement Committee

IV. CONTINUUM OF CARE REGIONAL UPDATES:
1. Homelessness 101 were held in Northeast and East Central Regions
2. New partners are attending regional coalition meetings including law enforcement.
3. Great feedback on working waitlist at regional coalitions since it encourages community case management and group accountability
4. Night and Early Morning outreach is planned for multiple regions to check for gaps in street outreach efforts.

V. MUTEH HMIS Report – Bethany Latham-Rodgers, Data System Director
1. AWARDS Total:
    1. 102 Total Projects
    2. 96 Active
    3. 5 Non-Participating
    4. 1 Inactive
    5. 115 Active Logins
    6. 3,043 Current Record Count
    7. 41,278 History Record Count
2. Non-Participating Emergency Shelters:
    1. Cora's House
    2. Greater Hope
    3. Guest House Of Hope
    4. TSA-Tupelo
    5. TSA-Laurel
3. HMIS DATA QUALITY PLAN
    1. Measures
        1. Data Completeness - less than 5%
        2. Timelessness
        3. 7 Days
        4. Utilization
        5. Target 90%
        6. Acceptable 75%
        7. CES Participation (Move-In's)
        8. Permanent Destinations 80%
        9. 90 Days no contact - less than 5%
    2. Roles and Responsibilities
        1. Reporting
            1. Monthly & Quarterly
        2. Site visits annually
        3. Training - 2 per year
    3. Admin Plan
        1. First offense - email concern
        2. Second offense - zoom meeting

3. Third offense - site visit
4. Seeing improvement can change the action
4. Monthly Progress Reports
   1. Measures utilization and data completeness

121 Haven House	79.7%
227 Place	95.9%
ASC ESG	**50.0%**
ASC ESG Hotel/Motel	93.9%
ASC ESG SO	96.1%
ASC ESG-CV	**63.5%**
ASC ESG-CV SO	98.5%
ASC HOPWA Master Leasing	90.0%
ASC HOPWA PHP	99.7%
ASC HOPWA Short Term Assistance	97.5%
ASC HOPWA TBRA	99.7%
ASC Ryan White: Rental Assistance	94.5%
BCCAA CoC RRH	98.9%
BCCAA ESG-CV	99.8%
BCCAA ESG Hotel-Motel	100.0%
BCCAA ESG-CV Street Outreach	98.9%
Catholic Charities ESG	97.6%
Catholic Charities SSVF (BoS)	98.0%
Catholic Charities SSVF (Central MS)	98.6%
CCS CoC RRH	99.6%
CCS ESG-ES	93.3%
CCS ESG	**56.0%**
CDI ESG-CV Hotel/Motel	100.0%
CDI ESG-CV	81.2%
CDI ESG-CV Street Outreach	97.5%
HBHS PATH	99.0%

IDS Project Recovery RRH	99.9%
IDS Project Restore ESG-CV	99.3%
IDS Project Restore ESG-CV Street Outreach	98.2%
Delta CES Outreach	98.5%
East Central CES Outreach	100.0%
Northeast CES Outreach	98.8%
Pine Belt CES Outreach	94.1%
Southwest CES Outreach	93.3%
MCCSA ESG	99.9%
MCCSA ESG Street Outreach	98.6%
MCCSA Frances W. Davidson ES	84.4%
MUTEH Central PSH	99.7%
MUTEH CHOICE	**55.6%**
MUTEH CoC RRH	91.0%
MUTEH ESG Street Outreach (BoS)	95.6%
MUTEH RAMP-CV	99.9%
MUTEH ESG	99.7%
MUTEH SSVF	99.7%
MUTEH CoJ HOPWA - STRMU	100.0%
MUTEH CoJ HOPWA - PHP	100.0%
MUTEH CoJ HOPWA - TBRA	99.7%

OA SSVF	99.8%
OA-CR GPD	81.6%
Region IV PATH	100.0%
Resilience ESG CV-RRH	**50.0%**
SAFE ESG	**57.4%**
SAFE ESG-CV Hotel/Motel	**-%**
SAFE ESG-CV	**66.7%**
SAFE ESG-CV Street Outreach	96.7%
SKW ESG ES	91.4%
SKW RHY-BCP (Shelter & Street Outreach)	93.8%
SKW TLP	95.2%
Salvation Army Laurel - ES	**40.1%**
Warren-Yazoo PATH	99.2%
WWISCAA ESG	74.9%
WWISCAA ESG ES	83.3%

5. HMIS TECHINCAL ASSISTANCE REQUEST

Status of Requests

1917
Total Requests

🟡 **2**
New Requests

🟢 **1819**
Tasks Completed

🔵 **15**
Tasks in Process

🔴 **72**
Tasks Unable to Be Completed

Request Types

Deletions or Edits in the System	**790**	Deactivate Login **19**
Password Reset	**91**	Training Request **120**
Create New Login	**115**	Data Quality & Reporting **87**
New Project Setup	**14**	Program Access **57**
General HMIS Questions / How-To's	**208**	Backdating For Editing **150**

6. AWARDS UPDATES
1. System Performance Measures due to HUD February 2023
2. Outreach Cleaning
3. Maddie Ludt, data research analyst left. Interviewing for replacement.
4. Human Trafficking data
5. Making Resources available
6. HMIS Grant for Data Bridge – funded through FY2022 CoC Competition will begin in 2023

VI. MSBOS Emergency Housing Voucher Report

PHAs	Total Vouchers	Vouchers Housed/In-Process	Vouchers Remaining
Region II/Oxford	42	40	2
Calhoun, Benton, Lafayette, Yalobusha, Tate, Marshall & DeSoto			
TVRHA	56	53	3
Alcorn, Tippah, Prentiss, Monroe, Chickasaw, Pontotoc, Lee, Union, Itawamba & Tishomingo			
Region 6	10	6	4
Simpson, Yazoo, Holmes, Claiborne			
South Delta	24	22	2
Bolivar, Humphreys, Sunflower, Issaquena, Sharkey and Washington			
Region V	34	22	12
Kemper, Lauderdale, Leake, Neshoba, Newton, Noxubee, Clarke, Scott, Attala & Smith			
Greenwood Housing Aut	15	8	7
Leflore County			
	181	151	30
			83.4% Utilized/In-Process

VII. Coordinated Entry System Updates – Reginald Glenn, CES Director
1. Programmatic Updates
    1. CES Team is fully staffed
    2. Robert Lukes - Northeast & Delta
    3. Tanisha Holmes - Pine Belt & Southwest
    4. Hired in August
    5. Shaquanna Logan - East Central
2. CES Outreach Referrals by Region – cumulative since March 1st, 2022
    1. Delta – 64
    2. Northeast – 136
    3. Southwest – 4
    4. East Central – 87
    5. Pine Belt – 54
    6. Reported Living Conditions

Reported Living Situations

🏢	House or Apartment Rental	1	⛩	Under Bridge/Overpass	5
🏚	Abandoned Building	32	🚗	Vehicle	130
🚌	Bus /Train /Airport	0	🛏	Emergency Shelter	39
📅	Motel/Hotel - Paid by Agency	20	✚	Hospital	2
🏠	Outdoor Encampment	33	▦	Jail	0
🪑	Park	29	📅	Motel/Hotel - Paid for with your own funds	2
🪑	Street or Sidewalk	28	🤲	Treatment Program	9
👤	With Friend/Family	5	🏚	Transitional Housing	2
			?	Other	7

3. CES Planning
    1. Improving 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
    2. Mobile App for Outreach – Show the Way, SIMTECH
        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 homeless to housed.
        3. The App will interface with our HMIS to help the continuum strengthen their outreach presence with convenient data entry.
        4. We currently in the "data handshake" phase of the project and will begin trial testing of the system soon.
4. CES Monitoring and Compliance
    1. CES TA and Dashboard Phase-in
        1. Technical Assistance + Dashboard Launch - Tuesday, September 6th
        2. TA link: www.msbos.org/cesta
        3. Technical Assistance Link is the OFFICIAL REQUEST CHANNEL for ESG and CoC-funded programs in the BoS.
        4. CES also working on a measure to ensure that self-assignments are discouraged from adding without CES assignment.
        5. CES TA Form
            1. Client Assignment - Adding client to your program
            2. Client Removal - Removing a client assignment from your agency.
            3. Client Status Updates - Track the CT progress within the case management process
            4. System Support & Questions - address Navigators and Director for specific questions about CES
    2. CES Referral Dashboard Hub –

CES Referral Dashboard
Development Logistics

- Regional Referral Dashboard for each region

- Managed by the regional Navigator and CES Director

- Client status is managed by Navigator communication with Agencies. **To change status, you must communicate with the Navigator in working the Lists and the CES TA Link.**

- Only referred clients for the agency show up on the dashboard. You get to focus on your people.

- Once the client is housed (or otherwise), Navigator moves the client off and a new referral is made.

Waitlist and Discharge Management
Current Measures

- Newly outreached clients are added to their regional outreach and regional waitlists (housing or follow-up) upon system entry.

- Once clients are assigned, they removed from the list and put into program.

- For those who are on the housing waitlist and not engaged for program participation remain on said list for 90 days and afterwards, are added to their regional followup list.

- If self-resolved, they removed from either list and a CE event is completed for system performance.

- **NEW:** For those who are on the follow-up waitlist and not engaged for program participation remain on said list for 90 days and afterwards, are removed from their regional followup list and discharged from outreach until contact is made.

Review
CES Monthly Metric Analysis (MMA)

- **Measures Agency effectiveness with CES.**
- **Evaluates placements and prioritization.**
- **RRH MMAs published since June 2022**
- **HP MMAs to be introduced this month.**

MISSISSIPPI BALANCE OF STATE CONTINUUM OF CARE

COORDINATED ENTRY SYSTEMS - RAPID REHOUSING
MONTHLY METRIC ANALYSIS (MMA)

AGENCY NAME:	MUTEH Inc.
PROGRAM(S) INCLUDED:	MUTEH Central MS PSH
	MUTEH ESG - RRH
	MUTEH RAMP-CV RRH
	MUTEH SSVF

| ANALYSIS DATE RANGE: | 6/1/22 | THRU | 6/30/22 |

PLACEMENTS

SECTION I: PLACEMENTS VS. ADMISSIONS
Agencies are expected to place 95% of all project entries from regional waitlists in HMIS. This gives information concerning placements from the waitlist against admissions into. The discrepancy gives evidence of persons admitted in program without practicing CES process.

| PLACEMENTS FROM THE WAITLIST | 19 | | ADMISSIONS INTO PROGRAM | 19 |

| 100.00% | of agency admission utilized the system path correctly. |
| 95.00% | is the CES standard for Project Enrollment via CES. |

POINTS OBTAINED 20.00 of 20.00

**SECTION II: ADDED TO HOUSING WAITLIST AND ADMITTED IN THE SAME DAY**
The prescribed method for placing admissions into program is allowing the client to remain on the waitlist for 1 business day. This allows for HMIS reporting and CES compliance reporting.

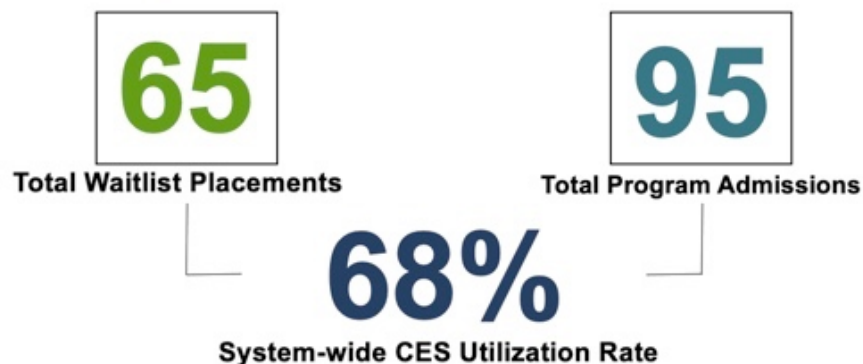| 1 | Added & Admitted, Same Day | | | |
| 19 | Placements from the WL | | 5.26% | % of Entrants Added to WL + Admitted into Agency Program, Same Day |

System-Wide CES Utilization
August-September 2022

67
Total Waitlist Placements

75
Total Program Admissions

89%
System-wide CES Utilization Rate
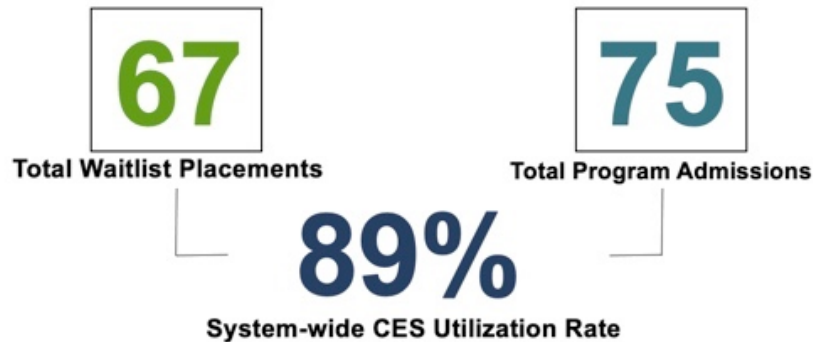
System-Wide CES Utilization
June-July 2022

65
Total Waitlist Placements

95
Total Program Admissions

68%
System-wide CES Utilization Rate

VIII. 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. Cristina Sequeira reviewed current standards and gave update recommendations
   1. Update Eligibility
   2. Update Prioritization
   3. Update Client rent policy
   4. Include Emergency Transfer Plan
   5. Reorganize from generalities to specific
6. Will discuss and vote on updates during Q4 meeting

IX. FY 2022 CoC Competition:

Mississippi Balance of State Continuum of Care FY2022 Project List						
Ranking	Agency	Project Type	Component Type	Service Area	Amount Funded	
1	Mississippi United to End Homelessness	Renewal	Rapid Rehousing	CoC-wide 71 counties	$ 588,227	
2	Mississippi United to End Homelessness	Renewal	Permanent Supportive Housing	East Central Region	$ 108,974	
3	University of Southern Mississippi - Insitute of Disability Studies	Renewal	Rapid Rehousing	East Central and Pine Belt Regions	$ 302,165	
4	Bolivar County Community Action Agency	Renewal	Permanent Supportive Housing	Delta Region	$ 188,979	
5	Mississippi United to End Homelessness	Renewal	SSO-Coordinated Entry System	CoC-wide 71 counties	$ 291,460	
6	Mississippi United to End Homelessness	Renewal	HMIS	CoC-wide 71 counties	$ 262,080	
7	Mississippi United to End Homelessness	CoC Bonus	HMIS	CoC-wide 71 counties	$ 226,000	
8	Bolivar County Community Action Agency	Renewal	Rapid Rehousing	Delta and Northeast Region	$ 627,405	
9	Recovery House	Renewal	Rapid Rehousing	Northeast Region	$ 160,588	
10	AIDS Services Coalition	Renewal	Permanent Supportive Housing	Pine Belt Region	$ 297,572	
11	AIDS Services Coalition	Renewal	Permanent Supportive Housing	Pine Belt Region	$ 53,674	
12	Recovery House	New	Permanent Supportive Housing	Northeast Region	$250,000	
				ARD + CoC Bonus Total		$3,357,124
N/A	MUTEH			Planning Grant	$174,471	
				CoC Application Total		$3,531,595

X. Special NOFO Competition

Rural Set Aside Competition							
Ranking	Agency	Scores	Component	Coverage Area	Request		Final Amount Funded
1	ASC	76	SSO	CoC-Wide	$1,070,205		$1,070,205
2	MUTEH	81	PSH	CoC-Wide	$2,942,008		$2,942,008
3	MUTEH	76	TH-RRH	CoC-Wide	$2,527,532		$2,527,532
4	BCCAA	61	RRH	Northeast and Delta	$1,054,251		$1,054,251
5	SAFE	64	TH-RRH	Northeast and Delta	$6,265,897		$1,140,588
					$13,859,893	Total	
					$8,734,584	PPRN	$8,734,584
					($5,125,309)		

Unsheltered Competition							
Ranking	Agency	Scores	Component	Coverage Area	Request		Final Amount Funded
1	MUTEH	60	PSH	Lamar and Forrest County	$886,624		$1,746,151
2	ASC	57	TH-RRH	Hattiesburg, Lamar, and Forrest	$1,800,040		$2,000,000
3	BCCAA	55	RRH	Delta and Northeast	$1,054,251		$1,054,251
4	SAFE	53	TH-RRH	Lee County	$3,955,635		$2,000,000
					$7,696,550	Total	
					$6,800,402	PPRN	$6,800,402
					-$896,148		

XI. CoC Updates
1. Tribal Inclusion – MS Band of Choctaw Indians
    1. Met with Housing Director and working towards a MOU/MOA
2. Housing Authority Partnerships and Preferences
    1. Working with PHAs to include a homelessness preference in their policies
3. HUD Technical Assistance for Case Management will be available to MS CoCs soon.

NEXT GOVERNING COUNCIL MEETING: December 15th, 2022

The meeting adjourned at 1:00pm