



Capital Area Coalition on Homelessness

...to educate and mobilize our community and coordinate services to prevent and reduce homelessness in the Capital Region.

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Coordinating Committee Meeting

January 7, 2019

Minutes

Coordinating Committee Attendees:

Jennifer Wintermyer
Jennifer Strechay
Rumulus Brown
George Payne
Marilyn Bellesfield

Maria Chianos
Charles Gassert
Dennise Hill
Darrel Reinford
Crystal Brown

In addition, Michael Weisberg attended.

Jennifer Wintermyer convened the meeting at 2:10 pm.

Motion to approve the November 2018 Coordinating committee meeting minutes without changes made by Denise Britton.
Seconded by Chrystal Brown. Motion passed.

Committee Reports:

Homeless Prevention – Maria Chianos told us that the committee has not met since the Coordinating committee last met. Homeless Prevention joined the efforts of the Planning and Resource Development committee looking at difference models of coordinated entry. Planning and Resource Development's second meeting was on Friday, January 4th, 2019. Homeless Prevention will meet before the February 21st General membership meeting. Julia Hoskins will be invited to join in the discussion about discharge policies.

Service Delivery/Data Collection – Dennise Hill plans to send an email to this committee list announcing her chairmanship and asking the committee membership if they want to continue to receive meeting announcements. She'll take this approach to the case managers group also. The committee discussed the 2019 Point In Time (PIT) survey and youth outreach. There will be an extra effort to expand outreach to youth under Valley Youth House leadership. CCU expanded outreach through the Compassion Network. George Payne said the 2019 PIT will

take place on Wednesday, January 23 with a snow date of January 30th. He described the process of using HMIS to do a shelter survey for January 23rd. Providers were urged to ensure all appropriate clients are correctly exited from program. Deb Ritchey said that the Data Quality subcommittee met and will soon have a draft memorandum of understanding for the Service Delivery and the Coordinating committees' review.

Coordinated Entry – Marilyn Bellesfield asked if this committee is to report every month to the Coordinating committee. Jennifer Wintermyer said that every other month is good. The committee discussed the access and marketability components of coordinated entry and policies and procedures at its last meeting (see handouts). Part of the discussion included three possible sites that are geographically placed for entry points in Dauphin County. We discussed agencies not doing the vulnerability index crucial to prioritizing homeless people on the waiting list. The committee will discuss assessment at its next meeting.

Public Information and Education – Chrystal Brown provided the attached quote for the Coordinating committee's approval to explore changing CACH's logo. Jennifer Wintermyer said this is a good price for two drafts.

Motion by Marilyn Bellesfield to approve the expenditure of \$150 cited in the quote for this work. Seconded by Chuck Gassert. Motion passed.

New business – Jennifer Wintermyer reported on the work of the Planning and Resource Development committee. This group talked about a variety of foundational work needed. She distributed our by-laws with the highlighted areas needing revision. Some of these areas include the number of representatives on the Coordinating committee, committee descriptions and Coordinating committee attendance. The by-laws have not been revised since 2007. Though CACH is a separate 501(c)(3) agency, HRA does much of the fiduciary and governance issues, which is problematic. George Payne said that HRA worked as CACH, not as HRA. We had a discussion regarding CACH's responsibilities, Director Liability and vulnerability, payroll and tax filings and the need for a Management Agreement between HRA and CACH. The committee recommends a structural change (see handout). In this proposed structural change, recipients of CoC funding are not on the Board of Directors, there is no HRA staff, and the Board will meet less frequently. The proposed Planning and Resource Development committee replaces the Coordinating committee and includes funding recipients and other stakeholders. Because Bryan Davis and Dan Eisenhauer are not present, so action will be taken on this proposal structural change. We discussed the proposal. This proposal recognizes the work done and is not a criticism. The plan is to build on those accomplishments. The next step is to revise the by-laws. Jennifer will review Coordinating committee attendance for the past year with other members and staff. Michael Weisberg recommended that a nominating committee be instituted. These

activities are identified in the Consolidated Plan. The Planning and Resource Development committee will next meet January 29 at 2 pm.

Darrel Reinford updated us the CCU received the HOME4Good funding for a full time mobile case worker to do outreach and case management. CCU will continue its work with Downtown Daily Bread and Market Street Presbyterian Friends. Additional funding was applied for through PHARE, which we'll hear from in April 2019 and the 2018 CoC application.

In addition, Brethren Housing Association (BHA) received HOME4Good funding for its Transitions program. BHA will expand this program by hiring a part time worker.

Adjourned 3:00 pm.

Next Meeting: Monday, February 4, 2019 at the YWCA.

Respectfully Submitted,

Deborah Ritchey, Project Manager