



# 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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## Cornerstone

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## Coordinating Committee Meeting

August 5, 2019

Minutes

### Coordinating Committee Attendees:

Jennifer Wintermyer  
Maria Chianos  
Marilyn Bellesfield

Dan Eisenhauer  
Jennifer Strechay  
Michael Weisberg

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*The Foundation for  
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Holy Trinity Greek  
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Darrel Reinford also attended.

Jennifer Wintermyer convened the meeting at 2:15 pm.

Treasurer's Report – Dan Eisenhauer provided the attached updated budget. There is confusion about fundraising results of the 2019 Highmark Walk for a Healthy Community. The attachment reflects \$2287 earned as of this month. There was discussion about this. Dan said this is the last year of United Way's financial support.

### Committee Reports

Homeless Prevention – Maria Chianos reported that Randi Yeager informed the committee about the county prison's discharge policies. She recommended about of pending changes that CACH hold off on the planning of a regional conference about area county's prison discharge policies. Darrel said that there are no prevention activities taking place in northern Dauphin County.

Service Delivery/Data Collection – Deb Ritchey told us that the committee continues to identify obstacles of accessing assistance for our clients from the County Assistance Office. We also discussed the consolidated plan.

Coordinated Entry System (CES) – Marilyn Bellesfield handed out the attachments showing recent work by the committee. The Coordinating committee discussed the handouts which included: the

process flow and policies and procedures. The committee is half way through the development of the policies and procedures. Several questions came up regarding the roles of the chair of this committee and the Coordinating committee in the effort to revise the by-laws. The process flow encompasses the HUD required elements of access and participation. A future task includes applying for funds to support the CES. Darrel Reinford reported the CCU received funding from PHFA for an outreach person. He described the agency's current outreach efforts which will be expanded with additional funding.

Planning and Resource Development – Jennifer Wintermyer reported that the committee continues to work on revising the by-laws.

**HRA/CACH Services Agreement** – Jennifer Wintermyer explained that in this agreement (draft handout) CACH is purchasing services from the Harrisburg Redevelopment Authority (HRA). The model is a Dauphin County contract. Bryan Davis and Dan Eisenhauer provided much detail regarding these services and a budget. HRA's attorney is currently reviewing it. She expressed thanks to both Bryan and Dan for their work. A question was asked about the agreement's effective date. Answer: when the Coordinating committee approves the agreement.

Motion by Jennifer Strechay to accept the draft HRA/CACH Services Agreement as presented. Seconded by Dan Eisenhauer.

In light of there being no quorum, Jennifer Wintermyer will send out a request for an electronic vote by absent committee members.

**Homeless Management Information System (HMIS)** – Darrel Reinford said the Bethesda Mission staff asked for assistance in data entry. He said managing the Coordinated Evaluation and Assessment Referral list is a challenge. Deb Ritchey will provide the HMIS Annual Performance Report to the committee once it is completed.

**New Business** – The committee discussed the 2019 Continuum of Care application. The ranking process was talked about.

Deb Ritchey participated in the Statewide CoC Coordinating conference call. The Pennsylvania Department of Health also participated and reported the Hepatitis A increased throughout the state. The department wants to reach out to shelters and local outreach efforts because homeless people are vulnerable to this disease.

Adjourned 3:00

Next Meeting: Monday, September 9, 2019 at the YWCA.

Respectfully Submitted, Deborah Ritchey Project Manager

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