

Capital Area Coalition on Homelessness  
General Membership Meeting  
August 15, 2019  
Minutes

Members Present: Jennifer Wintermyer, Tri County Community Action Commission; Maria Chianos, UPMC Pinnacle Health Systems; George Payne, Harrisburg Redevelopment Authority; Jennifer Strechay, The Foundation for Enhancing Communities; Marilyn Bellesfield, BHA; Angela Quarles, Shalom House; Michael Weisberg, volunteer; Darrel Reinford, CCU; Kay Pickering, Harrisburg Center for Peace and Justice; Joyce Vanderhorst-Gamble; Christina Shull, Rob Mott, Valley Youth House; Lissette Gonzalez and Angela Mountz, Family Promise; Tabitha Kramer, ECYEH; Elizabeth Perez, UPMC Pinnacle Health Systems; Seth Ambrose, PPI; Angela Susten, Dauphin County MH/Autism/ID; Yolanda Finger, Gaudenzia/DELTA; Deborah Pott, The Journey; Dee Allen, Scholars Thrive.

**Welcome and Introductions:** Jennifer Wintermyer convened the meeting and welcomed everyone. We introduced ourselves.

**Motion** to approve both April 18<sup>th</sup> and June 20<sup>th</sup>, 2019 meeting minutes by Kay Pickering. Seconded by Marilyn Bellesfield. Motion passed to accept meeting minutes without changes.

**Treasurer's Report** – Jennifer Wintermyer reported that CACH made \$2300 at the 2019 Highmark Walk for a Healthy Community, held May 18<sup>th</sup> at the main HACC campus starting. This leaves us short of the required goal of \$2500.

**2019 Continuum of Care (CoC) application** – We were informed that a ranking committee was formed to review the 2019 Continuum of Care application. The ranking process for the Part 2 or the agencies' proposals was talked about. The ranking committee will meet August 20<sup>th</sup> to begin this process. George Payne said that CACH improved its Part 1, which is about the Continuum. We now have the required established policies and procedures. He will provide a copy via the CACH website. George told us the time line: agencies applying under Part 2 must submit their applications to e-Snaps by August 30; the ranking committee must complete its tasks by September 15<sup>th</sup>; and the entire application is due September 30<sup>th</sup>. We will submit two new applications; one for coordinated entry and another for domestic violence/Rapid-Re-housing. CACH and Gaudenzia/DELTA Housing are the applicants respectively.

**CCIMS** – Deb Ritchey reported on the upcoming data quality trainings. The team has worked at being efficient and effective in establishing HMIS data standards. Concentration is on compliance to the HMIS regulations and completeness, timeliness, accuracy and consistency. George Payne talked about the Systems Performance Measures covering October 1, 2017 to September 30, 2018 that had mixed results. Specifically we must improve in reporting the length of time clients are homeless (do exit assessments); get our clients mainstream benefits and employment (this measurement was lower in 2018) and even lower was our placement of clients into permanent supportive housing.

## **Committee Reports**

Public Information and Education – Jennifer Wintermyer told us that the committee developed a 2018 Annual Report. Bids are out for printing multiple copies for distribution.

Homeless Prevention – Maria Chianos said that Randie Yeager made another presentation before the committee. This month's discussion concerned prisoner's discharge policies. It was recommended that a mapping be done of the housing and homeless services in Dauphin County. Contact Helpline did this in York County. Kay Pickering told us about a public meeting was held by Capital Region Water (CRW) and the slated infrastructure upgrades necessary to our water system was discussed. Kay's point seemed to be the CRW does not assist people struggling to pay their water bills. Jennifer Wintermyer said that Community Action Commission is aware of this issue and met w/ representatives for resolution. Jennifer will follow up for such an approach.

Service Delivery/Data Collection – George Payne reported that three trainings were held last month on the Equal Access regulations, Family separation, and the Fair Housing Law and discrimination. Future trainings include the topics of domestic violence and homeless students' educational rights. Jennifer Wintermyer asked if we considered videotaping the trainings since they are re-occurring. Darrel Reinford told us that one of CCU's Rapid Re-housing programs would soon end. Retention went up.

Housing – Mike Weisberg welcomed people to attend the committee meetings held the third Tuesday at the Housing Authority of Dauphin County office in Steelton. A new 811 housing application will be submitted in September. The current 41 vouchers are moving and there are 108 people on the wait list. The committee worked on its section of the 2019 CoC application.

Coordinated Entry and Assessment Referral – Marilyn Bellesfield told us the committee is meeting twice a month to move the creation of the single point of contact Coordinated Evaluation System (CES). She described their work in creating a process open 24 hours a day with one or two access sites to ensure complete county coverage. Christian Churches United may be the access site and we discussed its capacity. Darrel Reinford clarified that funding must be applied for and staff hired. She has been educating the committee as to what the balance of state (other Continuums) is doing. Goals include developing a pre-screening process, ensuring the homeless people do not have to call numerous places for assistance and the most vulnerable will be prioritized.

Planning and Resource Development – Jennifer Wintermyer reported that this committee would meet next week to continue its work on the management agreement between the Harrisburg Redevelopment Authority (HRA) and CACH and the by-laws. Both of these goals are to put CACH, the CoC, in compliance with HUD requirements. The management agreement will be voted on by the Coordinating committee in September. Regarding the by-laws, Jennifer described the considered structural changes in CACH; separating the fiscal management from the committee work, creating a Board of Directors and strengthening the connection between the General membership and CACH. Other activities include the submission of the request for \$10,000 from The Foundation for Enhancing Communities for improving HMIS data quality and the submission of an application for the CES in the 2019 CoC application.

**Other business** – Lissette Gonzalez introduced again Angela Mountz as the new director for Family Promise. Lissette will work for state government.

Kay Pickering told us about the large numbers of people facing eviction because of utility shut-offs. She urged case managers to instruct their clients to make small payments on their utility to avoid this situation. Jennifer Wintermyer reminded us about the PPL On-Track program accessible via the internet and that customers should follow up with their applications.

**Next Meeting:** The next full meeting of CACH will be October 27, 2019 at the Polyclinic Hospital grounds, Kline /Reach 2nd floor conference room, 2nd floor Landis Building

Adjourned 11:05 a.m. Respectfully submitted,

Deborah Ritchey, Project Manager