

PORTLAND CONTINUUM OF CARE

Wednesday, June 18, 2014

MEETING MINUTES

Present:

Bob Duranleau	City of Portland, Health & Human Services Department, Social Services Division
Jeff Tardif	City of Portland, Health & Human Services Department, Social Services Division, Family Shelter
Tammie Butner	City of Portland, Health & Human Services Department, Social Services Division, Family Shelter
Josh O'Brien	City of Portland, Health & Human Services Department, Social Services Division, Oxford Street Shelter
Vickey Rand	CHOM
Norman Maze	Shalom House
Bob Dodge	LearningWorks
Alix Joslyn	LearningWorks
Joni Boissonneaut	Portland Housing Authority
Cindy Namer	MaineHousing
Megan Spencer	MaineHousing
Kelly Watson	MaineHousing
Bob Fowler	Milestone
Melany Mondello	TAC
Lauren Knott	TAC
Anne Gass	ABG Consulting
Dawn Pickles	The Opportunity Alliance
Pat McKenzie	The Opportunity Alliance

I. Introductions

Bob welcomed everyone and brief introductions were made.

II. 2014 CoC Tier Awards Funding Issue

See Handout. Bob discussed the tier funding issues with HUD and the discrepancy in the NOFA and eSnaps. The error resulted in the Continuum looking as though it applied for an additional \$671,000 in funding, which it had not. The new applications for three projects would not allow for a one year application period, but rather two year, and resulted in doubling those three amounts. Bob has sent an appeal to HUD and will be following up with Congressional Delegation on the matter.

III. HMIS – Cloudburst Group TA Survey Update

Bob stated that the HMIS Improvement Survey closes Monday, June 23, and asked that agencies remind staff to complete it in order to improve the system.

IV. Portland CoC & Maine CoC Planning Grant Update & Sub Committees

See Attachment. Melany discussed TAC and Anne Gass' roles in the planning grant. She further discussed the two (2) subcommittees (Coordinated Assessment Committee and Program Monitoring/Evaluation Committee), as well as ESG partnerships.

TAC will be working with the two subcommittees by requesting information from various agencies. Melany asked that these agencies please get the information back to the subcommittees as soon as possible. TAC will be back September and December for follow-ups.

Lauren handed out the HEARTH Act requirements and discussed the Coordinated Assessment Committee. The coordinated assessment is to make rapid, effective referrals to the system. Cindy pointed out this is to be for the entire state, not just Portland.

The Program Monitoring and Evaluation Committee will consist of Jon Bradley, Betty Palmer, and Heather Rhoda. Most Continuums only perform evaluations annually, while HUD would like this to be an ongoing, year-round process. Cindy pointed out that Portland and Maine Continuums are currently trying for quarterly APRs to look at, making it more of an on-going monitoring process.

Cindy pointed out the Maine Homeless Rule, which includes how ESG funds can be spent. Melany stated that she hasn't seen many instances where the state is ahead of the game on ESG funding, like Maine.

V. Mainstream Resources Committee

Bob and Jeff stated that the Mainstream Resources Committee will be taking the summer off and start again in September.

VI. Portland Provider Data Sharing Update

See handout. Megan discussed the data sharing effort started in May 2013. Currently, the City of Portland, Preble Street, and Milestone are participating, with all data currently merged. Megan asked for other agencies to consider the process, where they would de-duplicate in-house, and then move to opening security and merge with the list Preble Street and the City of Portland. Anne pointed out that while it is voluntary for agencies to participate, should soon become mandatory in order for them to receive funding. Cindy stated that hopefully the Coordinated Assessment Committee will require it for agencies looking to participate in programs and receive funding from HUD. She pointed out that all information is housing only, no medical, although they do follow HIPAA guidelines.

Megan stated there will be protocols and standards put out for data conflicts and entering new data. Cindy pointed out that as new projects are rolling out, data sharing will be required to participate. Agencies need to understand that their ESG funds can be allocated to fund staff to work on data cleanup. Vickey stated that an important part of the messaging is that it is not MaineHousing's responsibility to de-duplicate data.

Megan updated everyone on Bowman systems and their intent to visit in August, starting in Bangor and working south to conduct training on APRs. On August 5th and 7th, there will be open forums to ask questions. Additionally, August 6 will start the card scanning to check-in clients at OSS.

VII. MaineHousing

Megan handed out slides on the 2014 data standards and quality plan. The governance charter covers the responsibilities of the lead and participants in the plan. As announced in Boston, the standards have changed, including a new universal data element (destination of exit), and two were removed (housing status, and ZIP of last permanent address). The Continuum can choose to keep the ZIP data element. Vickey pointed out that Statewide Homeless Council suggests keeping it, so long as it is correctly filled out. Bob suggested not answering this immediately, rather discussing it at a later meeting. Cindy pointed out that implementation starts October 1 (HUD requirement). Megan hopes to have everything ready for August CoC meetings so they can discuss it, and everything can be signed by September.

VIII. Other Business

Bob discussed the DHHS ruling (see handout) regarding undocumented clients. He discussed details on the number of cases and individuals this would impact, as well as the dollar amount.

Cindy discussed a performance measure-based funding for homeless shelters. She was given funding to put together a pilot program, with backing of the Statewide Homeless Council, and she will be presenting to Region 1 on Wednesday, June 25. This is a performance-based block grant: so long as specific objectives are met surrounding length of stay, housing placements, and recidivism, the agency will receive a no strings attached block of funding.

Next Meeting:

July 16, 2014

10:30 AM – 12:00 PM

REFUGEE SERVICES CONFERENCE AREA

190 Lancaster Street

Please Contact Robert Duranleau, City of Portland, Health and Human Services Department, Social Services Division at 482-5124, or rmd@portlandmaine.gov if you have any questions.

2013 New Application Request:

New PSH- Preble Street	\$469,588	
Youth Alternatives, MaineStay	\$312,949	One Year
Youth Alternatives, Morrison Place	\$ 83,925	One Year
MAPS, StepUp	\$ 72,714	One Year

Bell Street RRH, LearningWorks	\$ 83,925	
Bell Street Transitional, LearningWorks	\$ 83,925	One Year

22 Park Ave, Morrison Place	\$129,354	
22 Park Ave RRH, Opportunity Alliance	\$129,354	One Year

No transitional funding has been reallocated to permanent housing programs.

In the NOFA, nothing is stated surrounding a *required* 2-year term for projects created through reallocation under page 20, Section IV-2b. However, it is stated that all new project applications could be for 1 – 5 years.

eSnaps only allowed for 2-year application terms in the dropdown selection for new applications. During which, all 1-year amounts were automatically doubled to match a 2-year request for these applications only.

Tier 1

Project Name	Organization	Amount Requested	Ranking	eSnaps
S+C Portland 13-13	State of Maine	\$3,956,332	1	\$3,956,332
Logan Place	Avesta Housing	\$310,118	2	\$310,118
Florence House	Avesta Housing	\$36,723	3	\$36,723
S+C Portland 5-13	State of Maine	\$24,086	4	\$24,086
S+C Portland 6 Chronic	State of Maine	\$20,647	5	\$20,647
New PSH	Preble Street	\$469,588	6	
22 Park Avenue*	Opportunity Alliance	\$129,354	7	
Bell Street RRH*	LearningWorks	\$71,998	8	
CoC Planning Grant*	City of Portland	\$39,547	9	
HMIS*	Maine State Housing Authority	\$28,502	10	
Employment Assistance*	City of Portland	\$71,350	11	
				\$939,176
				\$258,708
				\$143,996

Tier 2

Project Name	Organization	Amount Requested	Ranking	HUD
Job Training Fund*	City of Portland	\$15,737	12	\$15,737
Collaborative*	City of Portland, Preble Street	\$161,137	13	\$161,137

<u>Total</u>	<u>\$3,335,119</u>	<u>\$4,006,269</u>
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Difference: \$670,940

Due to the loss of \$670,940, the following Tier 1 programs are at risk of losing funding:

- 22 Park Avenue
- Bell Street RRH
- CoC Planning Grant
- HMIS
- Employment Assistance

As well as the Tier 2 programs:

- Job Training Fund
- Collaborative

HEARTH Act Requirements **Coordinated Assessment, Program Monitoring, Program Evaluation and ESG Collaboration**

Coordinated Assessment

A coordinated assessment system is the Continuum of Care's (CoC) approach to organizing and providing services to persons experiencing a housing crisis within a specific geographic area. The primary function of a coordinated assessment system is to make rapid, effective, and consistent client to housing and service matches, regardless of client's location within the CoC, by standardizing the access and assessment process and by coordinating referrals across the CoC.

Under the CoC Program interim rule, the CoC is required to establish and operate a coordinated assessment system in consultation with recipients of the Emergency Solutions Grant program (ESG). The Continuum must also develop a specific policy to guide the operation of the coordinated assessment system on how its system will address the needs of individuals and families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, but who are seeking shelter or services from non-victim service providers.

There are three required core operational components:

1. Access
 - Covers the geographic area of the CoC
 - Easily accessible by individuals and families seeking homeless or homelessness prevention services
 - Well advertised
2. Assess
 - Must use a comprehensive and standardized assessment tool
 - HUD does not require the coordinated assessment to determine eligibility
3. Assign
 - Referral provided for housing and/or services for individuals and families experiencing a housing crisis
 - CoCs must establish written standards for administering projects, including eligibility criteria

There are several options for coordinated access models. These include:

- Assessment hotlines (2-1-1)
- Single point of access
- Multi-site centralized access
- No wrong door

References: CoC Program Interim Rule 578.7 (a) (8), (9) and 578.23 (c) (9)

Program Monitoring

Under the CoC Program interim rule there are two types of monitoring that are required and who is responsible for each is different. The first type of monitoring is project-level compliance monitoring and the second type is project- and system-level monitoring.

The first type of monitoring is project-level compliance monitoring. This type of monitoring is the responsibility of recipients of Housing and Urban Development (HUD) funded programs. The CoC Program interim rule requires recipients to ensure the operation of their project(s) in accordance with the provisions of the McKinney-Vento Act and all requirements under the CoC Program and to monitor any of their subrecipients at least annually to ensure compliance with the requirements of the CoC Program. If the recipient determines that a subrecipient is not complying with a program requirement or its subrecipient agreement, the recipient must take one of the actions listed in paragraphs (a) and (b) of section 578.107 of the CoC Program interim rule.

The second type of monitoring required by the CoC Program interim rule is project- and system-level performance monitoring. This type of monitoring is the responsibility of the Continuum of Care. The interim rule requires CoCs to consult with recipients and subrecipients to establish performance targets appropriate for population and program type, monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers.

The CoC retains all of its responsibilities, including monitoring performance, even if it designates one or more eligible applicants to apply to HUD for funding on its behalf. The CoC may, however, designate another organization, workgroup, or subcommittee to carry out any of its functions, including performance monitoring, on its behalf. If the CoC chooses to do this, it must document this designation in its governance charter.

The monitoring costs incurred by the CoC for project- and system-level performance monitoring are an allowable cost to charge to a CoC planning grant.

References: CoC Program Interim Rule 578.7 (6); 578.39 (c); and 578.103 (1) (ii)

Program Evaluation

Under the CoC Program interim rule, the CoC is required to consult with recipients and subrecipients to establish performance targets appropriate for population and program type, monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers.

The performance measurement responsibility is instrumental in the system planning and the goal of the CoC in ensuring that resources and services are coordinated in a way that moves the CoC toward its goals of ending and preventing homelessness. It is also imperative as a way for the CoC to be held accountable for its funding decisions.

All Continuums are expected to evaluate outcomes of projects funded under both the CoC and the ESG programs and to make subsequent funding decisions to improve performance.

HEARTH establishes clear system-level performance measures that include:

- Length of time homeless
- Recidivism (subsequent return to homelessness)
- Access/coverage (thoroughness in reaching homeless persons)
- Overall reduction in number of persons who experience homelessness
- Job and income growth for homeless persons
- Reduction in first time homelessness
- Other accomplishments related to reducing homelessness

Additionally, the annual Notice of Funding Availability (NOFA) could establish additional project- and system-level performance measures on which funding decisions could be based. For instance, in the FY2013-FY2014 CoC Program NOFA, ending chronic homelessness was a system-level performance measure.

References: CoC Program Interim Rule 578.7 (a) (6) and (7); McKinney-Vento Homeless Assistance Act as amended by S.896 the HEARTH Act of 2009, Section 427 (b) (1) (a)

ESG Partnership

Under the HEARTH Act, recipients of Emergency Solutions Grants program (ESG) funds are required to coordinate with recipients of CoC Program funds, and participate in the Homeless Management Information System (HMIS). This coordination includes some items mentioned above, which are repeated here:

- Evaluate outcomes of projects funded under the ESG program and CoC program, and report to HUD;
- Establish and operate either a centralized or coordinated assessment system that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services;
- Establish and consistently follow written standards for providing Continuum of Care assistance that includes policies and procedures for evaluating individuals and families' eligibility for assistance, policies and procedures for determining and prioritizing which eligible individuals and families will receive transitional housing assistance, policies and procedures for determining and prioritizing which eligible individuals and families will receive rapid re-housing assistance, standards for determining what percentage or amount of rent each program participant must pay while receiving rapid re-housing assistance, and policies and procedures for determining and prioritizing which eligible individuals and families will receive permanent supportive housing assistance; and Consult with State and local government Emergency Solutions Grants program recipients within the Continuum's geographic area on the plan for allocating Emergency Solutions Grants program funds.

References: CoC Program Interim Rule 578.7 (c) (5); HEARTH Act Section 427 (b) (1) (a); ESG Interim Rule 576.107 (a), 576.400 (a) (b) (d) and (e), 576.500 (g) and (m)