



Monmouth County Homeless System Collaborative

Executive Committee

January 4th, 2023

Meeting Minutes

- I. Introduction
- II. Approval of November meeting minutes- Peter made a motion, Chris made a second, all in favor
- III. New Business/Discussion
 - a. Code Blue- Dec 12th-Dec 30th- 129 Code Blue rooms filled; Human Services and Social Services met with OEM to discuss issues with Code Blue and there being not enough motel rooms to meet the need. They suggested to OEM to explore more congregate shelter options. They are in discussions with Trinity Church to open a warming center for this season and hopefully will have another site on board in the coming weeks. Kasey discussed the need for establishing procedures to fill congregate shelters prior to utilizing hotel/motels. Kathy and Chris reported they going to work with OEM on this. Women's Hospitality Network is opening again as of January 1st and they have 8 emergency shelter beds.
 - b. CARES Act Funding
 - i. Community Development- HOME-ARP- Continuing to work to submit the plan by March 2023; Laura aims to have the money available for construction season this upcoming year. ESG-CV and CDBG-CV are on track to expend funds in time for the deadlines.
 - ii. Dept of Treasury/ERAP- Kathy reports there are no new funds out there; Interfaith still has minimal unspent funds they are working to expend. CARC still has funds for the eviction mitigation they are expending as well.
 - c. Landlord/Tenant Updates- Alicia reported they began 2 weeks ago with in person court and the first 3 days were hectic and there were long wait times, people were assigned two times and the earlier times were overflowing into the later time causing significant delays. All trials are now in person again and case management conferences are mandatory again. Requests for remote trials are being accepted but the criteria for approval is not clear. There is no new landlord tenant judge and there are a lot of judges currently covering those cases. Adjournments are being granted if prevention applications are pending and there is documentation of that process.
 - d. Shelter Updates- Peter reports they are seeing a lot of people with substance abuse issues with persons in the shelter. They are working with the VNA to appropriately refer guests to services they need. Peter reports they are working to engage mental health and substance abuse services to partner with to accommodate the needs of those in

shelter. Joan reports they have had up to ten individuals in her rotating shelter, current census is 8. They can accommodate 12 people and are accepting referrals. Joan reports she is seeing a lot of people in shelter that are working and cannot find affordable housing. Wendy asked how the shelters have been able to access mental health services as there has been a shortage of providers, long wait times for appts, etc. Peter agreed with the sentiment and agreed that they are having challenges with accessing treatment and for those with high needs difficulty accessing inpatient treatment. Wendy reports her agency does a lot of advocacy with the hospitals and will work with the shelters to advocate for stronger partnerships. Anna Diaz-White reports they have 33 adults and 32 children in our shelter program. The congregate care shelter is full with 12 families and the balance are in hotels. We are also housing six dogs, cats and a komodo dragon.

e. Stakeholder Engagement

- i. PHA- Kathy reported that HUD has awarded EHV to a number of PHAs in Monmouth County. We have worked in the past to engage PHAs to establish homeless set asides and they have not previously been responsive. The EHV's will have to be filled with homeless households and work with Coordinated Entry and we need to work to strengthen these partnerships.
- ii. Hospital Systems- Kathy reported that we have been working to engage with Hackensack Meridian to discuss affordable housing development and those conversations have stalled.

IV. Follow Up- November meeting Action Items- Tim gave an update on the action items we followed up on, accessory dwelling units and project based units. We had a call about accessory dwelling units that stalled. It appears to be an option, but it would not be an easy or quick solution for addressing the homeless households currently. We also worked with AHA to identify two properties that could be used to serve the high needs

V. Reports

a. PIT update

- i. PHC/2023 planning- Kasey reported the first training was yesterday and Kathy will send out the registration for the remaining trainings for the month. Ewa reported she is organizing the street outreach and has assistance from Soldier On and Covenant House in conducting outreach.

b. HUD NOFO

- i. Site Monitorings- Kasey reported these were conducted in November and December. All agencies scored well, no major findings.
- ii. SPM/LSA due dates- Kasey reported the LSA is due January 11th and a new upload will be done this week and we are on track to meet the deadline. The SPM will be completed after all LSA updates are done by the end of January.

c. Centralized Intake- Chris reported they have about 180 placements, most are single adults. They are also doing a lot of Code Blue follow up, extensions, etc.

d. Housing Navigator Agency- Ewa reports she has a couple of units becoming available and are working to fill those from the

prioritization list. Seeing a newer trend of persons sleeping in their cars. Ewa is working on end of year numbers and will share report when that is completed.

- e. Sub-committees
 - i. Coordinated Systems- no update
 - ii. Case Management- next meeting on January 11th at 1:45pm
 - iii. Veteran's- meeting has been postponed until January 23rd.

VI. Agency Updates

- a. Alicia Williams reports she is leaving SJLS on February 1st and then will be working with the Supreme Court for the state.

VII. Public Participation- motion to open for public participation- Laura made a motion, Wendy second; no participation; Tim called for a motion to close, Peter made a motion, Laura made a second. All in favor.

VIII. Adjournment

Next Meeting – March 7th, 9am-11am

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_n_m7Y0jvTceAWzGc4sJWgQ

CEAS/General Membership Meeting – February 7th, 10am – 12pm



Monmouth County Homeless System Collaborative

Executive Committee

March 7th, 2023

Meeting Minutes

- I. Introduction/Open Public Meetings Act
 - a. Tim Hearne read the Open Public Meetings Act.
- II. Approval of January meeting minutes
 - a. Minutes were approved by Kathy Weir and seconded by Laura Kirby.
- III. New Business/Discussion
 - a. Code Blue
 - i. Scott Nielsen reported on current Code Blue season. Total placements (not including past few nights) -1,101 placements. 93 placements in December, 91 placements in February – 7 placements being the lowest number of placements during the season.
 - ii. Municipal meeting – in-depth meeting on Code Blue – explained that it starts at the local level. Municipal level placements occur when county is at max capacity. Municipalities need to have the plans in place for Code Blue and Code Red. Hotels can refuse service to anyone, so municipalities need to have back-up plan for persons who are refused service. Issues have also been identified with transportation on the municipality level – municipality is responsible for finding transportation to the motel.
 - iii. OEM/ the county believes congregate shelter would be best option. For next season, they are looking at setting up a designated Code Blue season where the congregate shelter is open throughout.
 - iv. 2023-2024 Code Blue Season Planning
 1. April 10th there will be a planning meeting for the next season. Social services to be involved in meeting. MHA requested that Ewa Farry and Housing Navigators be involved in that meeting. Meeting structure will be as follows:
 - a. Review 2022-2023 Code Blue
 - b. Billing
 - c. Input on PIT Count
 - d. Congregate Shelter Model
 - e. Funding
 - f. Partnerships with Faith-Based Institutions
 - b. Office of Homelessness Prevention RFPs

- i. Kathy Weir gave update on the street outreach RFP – still waiting for the funding notifications as multiple agencies in Monmouth applied.
 - ii. Integrated Homelessness Prevention & Services
 - 1. Combined state money with state ESG funds, for Homeless Prevention, Diversion and Rapid Re-Housing. Kathy Weir forwarded RFP to the full CoC. Money targeted for Monmouth specifically in the RFP. Due on April 7th.
 - iii. Enhance Data-Driven Decision Making for Continuums of Care in New Jersey
 - 1. Kathy explained that the RFP has two levels – Track 1 and Track 2. Track 1 involves putting together a strategic plan, hiring a data analyst, and attending a 12-week intensive data training. Track 2 involves preparing a data strategic plan. If CoCs don't get funded Track 1 this year, there will be an opportunity for them to receive Track 1 in the following year.
 - 2. Kathy reported that the CoC will be applying for the Track 2 funding.
- c. CARES Act Funding
 - i. Community Development
 - 1. Laura Kirby reported that the HOME-ARP plan was denied. Her team spent the month of February updating it and resubmitted the plan on Friday, March 3rd.
 - 2. Laura also reported that 2023 grant amounts were released and HOME and CDBG declined, but ESG stayed roughly the same.
 - 3. 87% of ESG-CV funding has been expended, will make the September 30th ESG-CV expenditure deadline.
 - ii. Dept of Treasury/ERAP
 - 1. Nicole Cyr reported that there is \$3 million dollars to spend on rental assistance. Expenditure deadline of 2024.
 - 2. Possible focus on persons who are older.
 - 3. Nicole introduced Candance Sparks as the new Monmouth ACTS coordinator.
- d. System Performance Measures
 - i. Nadine Azari reviewed the Monmouth County 2022 Year-in-Review data along with the submitted System Performance Measures.
 - ii. Tim Hearne suggested taking a deeper look at the System Performance Measures at the next Executive Committee meeting.
- e. Landlord/Tenant Updates
 - i. Christopher Benson, the new managing attorney for South Jersey Legal Services, reported that overall landlord/tenant process is returning to pre-COVID levels in terms of how quickly they are scheduling case management sessions and scheduling trials after those case management sessions. Older

- cases still have delays, but newer cases are being seen on a more regular basis. Still playing catch-up with older cases.
- ii. Once a complaint has been filed, they can expect to have their case management session within a month, and the trials are happening within one to two weeks of those case management sessions. Once cases hit court, they are not necessarily heard that day.
 - iii. When tenants have a warrant of removable and they go to court and file a stay, if it's for rent and they don't have all of their rent, the court does not have the authority to stop it. What they do have the authority to do is something called orderly removal, which is typically a 1-2-week extension.
 - 1. They've standardized this process - an orderly removal is now just one week, and the forms include language that the tenants cannot retrieve their property after the orderly removal.
 - 2. Tenants should be aware of this.
 - iv. The court is still doing ejectments – they do have a longer delay than landlord/tenant court.
 - v. Chris shared that if anyone has any questions or a tenant, to send them his way.
- f. Shelter Updates
- i. No shelter updates from AHA.
 - ii. Joan Mandel is full and has seen an increase in the number of people who are undocumented.
 - iii. Katrina Hawkins reported that Linkages is currently full.

IV. Reports

- a. HUD NOFO
 - i. Nadine Azari reported that there are no current updates.
- b. Centralized Intake
 - i. For the month of February, 179 people came in for homeless services.
- c. Housing Navigator Agency
 - i. 2022 Summary - 576 referrals, 426 admitted, 189 outreached, 72 were chronically homeless at admission, 135 were housed, out of the 135 housed, 76 were housed with some form of rental subsidy, 51 were housed without a subsidy, 14 were temporarily housed, 534 still remain on waitlist.
 - ii. EHV update – as of mid-to-end of January, 213 applications approved, 61 were housed.
 - iii. Realtor program just ended – positive was lots of communication and information sharing with landlords and other realtors. Only one person was housed throughout duration of the project.
 - 1. Will not continue with funding, but the realtor and MHA will stay in touch.
- d. Sub-committees
 - i. Veteran's

1. Did not meet last month due to President's Day. 16 veterans on BNL – if anyone would like to attend the meeting please reach out to Mark.

V. Agency/Additional Updates

- a. Wendy DePedro shared that advocacy for affordable housing should be a top priority for the CoC.
 - i. Nicole Cyr shared that the CoC should think about the types of advocacy strategies they want to take – it's beyond writing a letter. We have to think about the ways in which we can truly advocate locally and on the state level too.
 - ii. There has to be concrete steps to build more affordable housing, along with advocacy.
 - iii. DePedro suggested creating a subcommittee or action plan on creating affordable housing.
 - iv. Randi Moore shared that SHA in partnership with Fair Sharing Housing Center, has a grant to look at each municipality's requirement for affordable housing and publicly share that information. Putting money to tenant-based vouchers is not helping.
 1. Use this information to target what towns need to get on board.

VI. Public Participation

- a. Motion to open up for public participation, motion to close public participation. No public participation.

VII. Adjournment

- a. Next meeting is May 2nd. 2023.
- b. Meeting adjourned at 10:32am



Monmouth County Homeless System Collaborative

Executive Committee

May 2nd, 2023

Minutes

- I. Introduction/Open Public Meetings Act
- II. Approval of March meeting minutes- Kim made a motion, Laura seconded, all in favor
- III. New Business/Discussion
 - a. Code Blue
 - i. 2023-2024 Code Blue Season Planning
 1. Peak nights for Code Blue – 120 people sheltered during a Code Blue stretch. 242 placements were done after hours by public safety/law enforcement. Cost \$62/per person per night.
 2. Looking to move to congregate sheltering model for next Code Blue season and limit motels for large families and other circumstances.
 3. \$173,000 expended for Code Blue for a mild winter.
 4. Declaring the Code Blue for full season, INSERT DATE HERE.
 5. May 18th at 10am, in-person Code Blue meeting with county staff, FBO and NGOs. Decent turn out, hoping to make forward progress.
 - b. Office of Homelessness Prevention RFPs
 - i. Enhance Data-Driven Decision Making for Continuums of Care in New Jersey
 - c. CARES Act Funding
 - i. Community Development- HOME-ARP
 1. Finishing up expenditure, all have to be done by September. Only \$200,000 left for ESG-CV.
 2. HOME-ARP Plan got approved. Money is in the account
 - a. 25-40 units will be developed
 - ii. Dept of Treasury/ERAP
 - d. 2022 CoC Application Score Overview- Nadine reviewed the overall score with the executive committee; Monmouth scored very high and the CoC is demonstrating the good work being done is effective
 - e. 2023 Point-in-Time Count
 - i. 483-Total; 93 Chronically homeless
- IV. Reports
 - a. HUD NOFO- preparing for the 2023 local selection process, review committee meeting to discuss and approve materials, timeline.

- b. Centralized Intake
 - i. Melissa Campbell provided update, overall seeing drastic increase: 227 new individuals that came into the office. Evictions are increasing, 201 active EA placements.
- c. Housing Navigator Agency-Ewa Farry reported for the first quarter 151 people admitted, 51 outreached, 54 were housed (38 with some type of rental voucher), 16 housed without, and 5 were temporarily housed. 605 people on the waitlist at the end of the quarter. EHV totals- 304 applications submitted, 213 approved, 75 were housed/moved in.
- d. Sub-committees
 - i. Mark Harding reported Veteran's last met on 4/17; identified one new Veteran and housed 2. Currently have 12 Veteran's on the by name list. Seeing a downward trend in 202 on total number of people on the list.

V. Discussion on Permanent Housing

- a. Tim introduced this topic and stated that availability of affordable units are limiting the community in making bigger strides towards ending homelessness. Housing development agencies discussed current progress/planning surrounding their housing development in the community. Discussion of potential partnerships to increase opportunities: HTF, project based vouchers, partnering with healthcare agencies/hospitals. HUD also announced they will be releasing a special NOFO that we should keep an eye on.

VI. Agency Updates

- a. SSVF updates- Stafford Act- took away limits on rental assistance, this has been lifted so the SSVF providers will have to go back to previous limits on the rental assistance as well as issuing extensions

VII. Public Participation

VIII. Adjournment

- a. Meeting adjourned at 10:45am

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZMtde6upzotE924aHxi1NzFx0M8LXsmxBqL>

Next Meeting – July 11th, 9am-11am

CEAS/General Membership Meeting – June 6th, 10am-11:30am



Monmouth County Homeless System Collaborative

Executive Committee

July 11th, 2023

Meeting Minutes

- I. Introduction/Open Public Meetings Act
- II. Approval of March meeting minutes- Laura made a motion, Christine made a second; all in favor
- III. New Business/Discussion
 - a. Expanding Affordable Housing Opportunities for the Homeless
 - i. Homeless Trust Fund- Paul introduced the topic and discussed that Ocean County most recently passed a homeless trust fund. Sue Kiley reported sitting on a presentation where this was introduced a few years ago and at the time this was not something the commissioners were willing to move forward with at the time due to the county putting so much money into homelessness. Randi reported the HTF funds are flexible and can be really helpful in complimenting the federal funds and programs being supported in the community to feel the gaps in service needs. Tim reports we will schedule a meeting with the commissioners and continue to advocate.
 - ii. HUD Special NOFO Permanent Housing- Kasey reported this will likely be released in the fall/early winter. The special NOFO will support affordable housing development. The HSC has indicated interest in applying.
 - iii. 2023 CoC application process- Kasey reported the NOFO was released last week. The funding review committee is meeting next week. The biggest changes in the process are in regards to DV projects, HUD is now allowing funding to assist with emergency transfers. Kathy and Kasey will meet with 180 to see if they wish to apply for an expansion to allow for these new costs to assist families.
 - iv. PHA engagement- project based vouchers- Kasey reported there has been some advocacy from the county to expand PHAs to using HCV for project based vouchers.
 - b. Emergency Response
 - i. Code Blue- Nicole and Kathy report the county is still working to determine who will oversee the process this winter. The consensus is to move back to congregate shelters but they are still working to identify sites that provide full county coverage.
 - ii. Shelter updates- Chris Aumack reports the shelter has been full and they established a waitlist, large number of single adults coming in need as well as those with mental health issues have been coming in and reporting need. 210 people in Freehold

and Ocean offices came in. Joan and Chris report a new trend of those from other countries coming in need. Randi reports they received \$60,000 from OHP for flexible funding to support the shelter. Randi reports they are looking to make upgrades to the kitchen and doing some diversion/rehousing to help move people through quicker. Chris reports Linkages is full as well, currently 2 openings but there is a waitlist and they are being turned over to assist new families. Nicole reports 180 has been full as well, they have the shelter that is full plus supplementing with motel stays.

- iii. Centralized Intake- Chris reported 210 people in Freehold and Ocean offices came in. 696 phone calls to the offices, 14 placements made in June. Chris reports difficulty with continuing motel model because the reimbursement rates are so low and more motels are unwilling to continue to partner. Darcy discussed use of diversion funds to help pay family members to allow at risk individuals to stay with them while bridging to shelter or facilitating other housing options.

IV. Reports

- a. Housing Navigator Agency
- b. Q2:
 - 143 referrals received
 - 114 admitted
 - 26 outreached
 - 16 chronically homeless at admission
 - 48 housed
- c. CARES Act Funding- Laura reports the rest of the money needs to be spent by the end of August as the expenditure deadline is September 30th, 2023. \$2.3 million dollars has been expended. The regular ESG application is open. HOME-ARP plan was approved and they are waiting on environmental reviews to be approved to start spending. The HOME 2023 plan was completed and approved.
- d. Sub-committees
 - i. Veteran's – next meeting is Monday July 17th, 2023.

V. Agency Updates

- a. Kathy reports she is retiring December 1st, 2023.

- VI. Public Participation- motion to open, Laura, Nicole second, all in favor. No public participation. Motion to close Kathy made a motion, Laura second all in favor.

VII. Adjournment

Register in advance for this meeting:

https://us02web.zoom.us/webinar/register/WN_7452DMp7SBqLT5d5aUCNxA

Next Meeting – September 6th, 9am-11am

CEAS/General Membership Meeting – **October 10th, 10am-11:30am**



Monmouth County Homeless System Collaborative

Executive Committee

November 8th, 2023

Minutes

- I. Introduction/Open Public Meetings Act
- II. Approval of July meeting minutes
 - a. Kathy made a motion, Mark made a second; all in favor
- III. Executive Board Membership-Qaasim Johnson, AP Housing Authority
 - a. Qaasim Johnson introduced himself as a nominated Executive Committee member, Qaasim will be voted on by the full membership at the December meeting.
- IV. 2024 Meeting Schedule
- V. New Business/Discussion
 - a. Expanding Affordable Housing Opportunities for the Homeless
 - i. Homeless Trust Fund- Tim reported that he, the county, and developers are working to strategize an approach to bring data to the commissioners to work on moving this funding source forward for the community.
 - ii. HUD Special NOFO Permanent Housing- Kasey reported that HUD has indicated this will be released in early 2024. The county and Monarch will be monitoring this and reading the NOFO once published to evaluate if it will be a good fit for the CoC to apply for.
 - iii. 2023 CoC application process
 1. Funding Review Committee- volunteers
 2. Kasey provided the NOFO estimated scoring tool and highlighted areas for improvement and focus in 2024.
 - iv. PHA engagement- project based vouchers- moving forward with dedicating some vouchers to project based and dedicating it to those experiencing homelessness. Through the homeless preference they will be able to expand their project based, so they are working to expand the dedication to the homeless preference to provide an immediate resource to the community.
 - b. Emergency Response
 - i. Code Blue- Nicole reported they are working to fund 3 different regional warming centers- First Baptist (10 beds), Pilgram Baptist (20 beds), and Trinity Church (180 beds). Joan brought up transportation as an issue and Nicole reported there is funding to assist with bus tickets, taxi's, uber/lyfts to

assist with this. Families with children are referred to 211 or homeless intake to get a motel placement during the season.

- ii. Shelter updates
 - 1. Chris Aumack reported that Linkages is full with a 2 person waitlist.
- iii. Centralized Intake
 - 1. Melissa Campbell reports seeing over 200 people monthly; the shelter was able to be flexible in accommodating the needs of female/male beds and being able to meet the demand. In EA placement there are an active 200 cases.

VI. Reports

- a. Housing Navigator Agency
 - i. Ewa reported from July-September: 146 referrals, 127 admissions, 17 outreaches, 26 unsheltered, 51 in shelter, 48 were at risk. 7 were CH at admission, 68 people were housed (24 with subsidy, 33 without. 11 temporarily). 584 individuals left on waitlist at end of September. 19 individuals weren't open due to declining services or not being homeless. 98 people were housed with EHV.
- b. CARES Act Funding
 - i. Laura reported CDBG and ESG-CV are completed. HOME ARA are in the environmental review process.
- c. Sub-committees
 - i. Veteran's – Mark reported the committee met on 10/16 and identified 5 new Veteran's, 3 had been housed since the last meeting. The next meeting is November 20th.

VII. Agency Updates

- a. Tim thanked Kathy Weir for her years of service and wished her well in retirement.
- b. Wendy congratulated Anna Diaz-White for being inducted into the NJ Hall of Fame.

VIII. Public Participation

- a. Mark made a motion to open, Wendy made a second; all in favor. No public participation. Wendy motioned to close, Anna made a second; all in favor.

IX. Adjournment

Register in advance for this meeting:

https://us02web.zoom.us/webinar/register/WN_vHytaXAxRiyz7eVAXDd9fQ

Next Meeting – January 3rd, 9am-11am

CEAS/General Membership Meeting – **February 6th, 10am-11:30am**