



Monmouth County Homeless System Collaborative

Executive Committee January 15, 2019 Minutes

Attendees:

Kathy Weir	Laurie Duhovny	Christine Aumack	Joan Mandel
Maura Comer	Paul McEvily	Stan Rosenthal	Anna Diaz White
Steve Horvath	Kim Cole	Darcy Dobens	Wendy DePedro
Jeffrey Schwartz	Kasey Congero	Kellie Donovan	Taiisa Kelly

- I. There were 2 changes to December meeting minutes: new Freeholder Liaison is Susan Kiley. Discharge planning update to reflect returns from psychiatric emergency services is much higher. Minutes approved with the changes.
- II. There were two requests for letter of support for the SSVF program funding: Soldier On & Community Hope. Both letters of request approved unanimously.
- III. Reports
 - a. HUD Update – With the government shutdown, there is not much happening with HUD. The shutdown will impact CoC projects with contracts ending in the next two months. Monmouth County has two projects that end in February. The County is considering maintaining the program by paying from County funds and recouping the expenses once the contracts are funded. Navicore provided information about mortgage companies programs being put into place to assist government workers that are not able to cover their mortgages due to the shutdown.
 - b. Centralized Intake – December traffic lower than normal but expected for that time of year. DSS is seeing many requests from SSI families from outside of Monmouth County. New state legislation has expanded Emergency Assistance eligibility. Persons who have used up their lifetime limit but are eligible in every other way and fit into 1 of 4 categories can reapply for EA. Anyone who is determined chronically unemployable, over 60, disabled or a caretaker has access to unlimited Emergency Assistance with recertification taking place every 6 months. DSS is still awaiting further written instructions on implementation of the expansion from DFD. The EA expansion may help move more people from the prioritization list to housing. This may be an opportunity for Mental Health Association and DSS to coordinate how to identify and place EA eligible household and adjust the targeting of the CoC vouchers. DSS is working with Mental Health Association to improve the referral process. DSS is working to complete the backlog in HMIS data entry and is exploring the creation of a shorter HMIS intake form and increasing the number of HMIS licenses the agency has.
 - c. Housing Navigator Agency – 93% of persons on the list are waiting for housing. Some of the barriers to housing include housing cost, criminal background, numerous evictions, bad credit, pending financial benefits and pets. For October and November there were 272 referrals. Of those referrals, 141 were assessed and 11 were successfully housed. There is a critical need to identify more affordable housing opportunities.
 - d. Sub-committees – Subcommittee chairs met to discuss their annual action plans based on the community strategic plan and HUD application. Committee focus for 2019 is attached.

There was also discussion of developing an ad-hoc committee of shelters in the community to create written standards and referral procedures for emergency shelters and crisis response programs.

- i. Discharge Planning – The County administrator has initiated conversations with hospital executives. The committee would like an update on those conversations and assistance with connecting to higher level staff to strengthen implementation of discharge planning conversations.
- ii. PIT/PHC – The count is taking place on 1/23/19. Agencies will sort donations at the warehouse on Thursday 1/17/19. There was a donation of 1000 blessing bags with toiletries and socks that will go to the sites and outreach teams. There was also a donation of 750 pairs of socks. The PIT training is Friday 1/18. The Project homeless connect sites are JSRM, Pilgrim Baptist Church, Agape Christian Center and St. Marks. The committee is still looking for one or two Creole speakers for the sites.
- iii. Veteran's Ad Hoc – Tina Mikes is putting together information for Jeff Schwartz to take to Freeholder Burry so she can sponsor the application for ending veterans homelessness
- iv. Data Committee – the county will submit an application for the HMIS expansion NOFA. Funding will cover additional staff for data entry. The county will work on Freeholder resolution to allow the application to move forward.

IV. Old Business

- a. Executive committee annual action plan – items for the executive committee action plan will be sent via email for review and approval before the next meeting.
- b. Code Blue Updates – The current process is County OEM makes code blue declarations and notifies the sites and any others on the notification list. The three official code blue sites are Pilgrim Baptist Church in Red Bank, Trinity Church in Asbury Park and the County Adult Shelter. Anyone interested in joining the code blue mailing list should contact Mike Oppegard. During the day people are sent to DSS where they will be assessed for placement regardless of eligibility. After hours people are directed to the appropriate site based on their location. Each site has their own rules regarding entry and eligibility. OEM is tracking the number of people accessing the official code blue sites for each night of an alert. It will be important to identify ways of connecting Mental Health Association HNA staff to the warming centers to get people on the prioritization list. Kathy will send code blue alerts to the full CoC when she receives them from OEM.
- c. 2019 Calendar is attached.

V. New Business/Discussion

- a. Homeless Trust Fund – There is a meeting taking place in the next few weeks with the county administrator and freeholders to go over the trust fund. The HTF is on the table again with the change in Freeholder composition and increased discussion of the trust fund and code blue at the state legislative level.
- b. The NJ Department of Community Affairs is opening their wait list for the Housing Choice Voucher program on February 4th
- c. There has been an issue with tax credit developers and delays in project openings. RPM has a project that is due to open and they have not been upfront with tenants who have signed leases about when they will be able to move in. This has caused some tenants to lose their housing as they gave notice to their current landlords and the new unit is not yet available. The exec committee would like to speak with all tax credit developers to

discuss their process and put them on alert of HSC expectations. The next exec meeting will feature a conversation with tax credit developers.

- d. Women's Hospitality Network opened their doors December 3rd. Through December served 15 women. So far for January they have served a average of 10/11 women per night. Since opening 3 women have secured permanent housing.
- e. There seems to be an increase in single women in need of shelter. Many of these women are working or have work histories and are not interested in going to the shelter or interacting with DSS as they don't see themselves as part of that homeless population. As a result they are sleeping in their cars but have been coming to service agencies recently because of the cold temperatures. The committee needs to explore ways of engaging these women and integrating them into services provided through the Housing Navigation Program.
- f. Soldier On provided an update on their projects. A new 70-unit (2 buildings) permanent housing project for male veterans in Tinton Falls is moving forward. The project has all township approvals and is finalizing funding and securing HUD-VASH project based vouchers. There is no homeless requirement for the project but will create new affordable housing units. The agency has also signed contracts with HMFA and will begin entering data in HMIS this year. Since 2012 the rapid rehousing part of the SSVF program has served 226 vets in 108 households and the prevention part of SSVF has served 218 vets in 138 households.

Next Meeting: **March 19, 2019 - 9am - 11am**

Monmouth County AG Building, First floor conference room – 4000 Kozloski Road, Freehold, NJ



Monmouth County Homeless System Collaborative

Executive Committee

March 19, 2019

Agenda

- I. Introduction
- II. Approval of January meeting minutes-
- III. New Business/Discussion
 - a. RPM process review- Elizabeth from RPM attended the meeting to discuss RPM process for filling housing units. Developers request letter of support from CoC when they apply for funding, but we want to ensure that when the housing is available those homeless set asides are being filled off the prioritization list. 2 developments in Aberdeen- senior and family; one on Fort Monmouth for mixed income, and Keansburg for mixed income units. Process for development; find a site and seek approval from the town, then apply for funding through the state's competitive process. Provide 5% or minimum of 5 units of homeless housing for each project. As part of the funding application there is a social service plan that is included. Discussion to have any affordable housing development that have a homeless set aside will be connected to prioritization list. No current homeless set asides presently. They do have Section 811 units and mixed income units and Elizabeth will send availability to Kathy who will forward to the CoC.
 - b. System Access- Taiisa presented on centralized intake system and goal to have everyone assessed by housing navigator agency. HMIS data highlights there is an issue with people accessing the system. How can we look at the system to allow all people to access? Described current system in which DSS-homeless intake unit does assessment and provides referral to MHA as well as any eligible programs within DSS. Originally the system was set up that all referrals had to go through DSS this was expanded to allow shelters to refer to MHA as well. Taiisa reports there are people still lost in the process; not eligible for shelter or TH and are not getting to MHA, there are people who will not go to DSS, and there are people who have challenges actually getting from DSS to MHA. Only those who have the capacity to access the system are being prioritized we may be missing the most vulnerable population. Only 28% of people in ES went to housing navigator agency. Only 41/218 households in TH made it to the housing navigator. CoC needs to have a conversation as to how we can at least improve the assessment rates for ES and TH to 100% assessed. Is it possible for the shelters to do the assessments directly? This can also free up some of the housing navigators time to focus on more complex cases. Coordinated Assessment subcommittee will look at this issue at their next meeting. Maura and Kathy will schedule this meeting and email the subcommittee.

- c. Executive Committee membership- Alan Tedesco, President of northern Monmouth chapter of St Vincent's DePaul and Alan Ferraro, Regional Director of McKinney-Vento for Ocean, Monmouth, Middlesex counties were both nominated for executive committee membership. Due to no general membership meeting until October there will be an email out for notational voting to the general membership by Kathy with the endorsement of the executive committee for Alan, Alan, and Leslie to become members of the executive board.

IV. Reports

- a. HUD Update
 - i. 2018 CoC Scores- Kasey reported on HUD scores that were provided in a handout. Across the board counties saw a reduction in their CoC scoring due to increase in numbers from PIT. Monmouth was awarded 0/10 points for RRH and it was recommended to try and expand RRH in Monmouth to improve those scores. Updated on HIC and PIT reporting due end of April. Need to work on all programs on the HIC being in HMIS to improve scoring. Recommendation to begin looking into decriminalization of homeless in Monmouth.
 - ii. 2019 Process- Schedule a conference call prior to April to discuss current monitoring process. HUD is predicting NOFA release in May, so that monitoring's can be completed and RFPs can be released in April. Kathy will schedule and send out an email to the committee.
- b. Strategic Plan to End Homelessness
- c. Centralized Intake
- d. Housing Navigator Agency
- e. Sub-committees
 - i. Discharge Planning- has not met. Subcommittee has been looking at mental health and addiction dollars in the RFP process to assist with case management in hospital discharge planning. Once the RFP process is complete the subcommittee will meet again.
 - ii. Permanent Housing – Connie and Kathy reported no updated on the homeless trust fund progress.
 - iii. Coordinated Systems- Maura stated they will schedule a meeting soon to address systems issues.
 - iv. PIT/PHC
 - v. Veteran's Ad Hoc- Tina reported 7 veterans on the list, 4 in ES or TH and 3 are unsheltered. None are considered chronically homeless. The three unsheltered have several barriers and the committee is working on addressing this. Tina discussed community's goal on ending Veteran's homelessness and the need for more readily available for Veteran's in Monmouth. Soldaier On is in the beginning stages of housing development but that will not be available soon.
 - vi. Data Committee- Kasey reported Monarch is in the de-duplication process

- f. System Performance- Kasey provided data on the progression of the length of time homeless, returning to homeless, increase in income, and successful outcomes from 2015-2018.

V. Old Business

- a. Subcommittee annual action plan
- b. Executive committee annual action plan
- c. Code Blue Updates- Kathy's regular emails about Code Blue have been helpful. Coordination has improved.

Next Meeting: **May 7, 2019 - 9am - 11am**

Monmouth County AG Building, First floor conference room – 4000 Kozloski Road, Freehold, NJ



Monmouth County Homeless System Collaborative

Executive Committee

May 7th, 2019

Agenda

Attendees:

Kathy Weir	Jeff Schwartz	Christine Aumack	Jen Dingler
Stan Rosenthal	Joan Mandel	Anna Diaz White	Steven Horvath
Wendy DePedro	Alan Tedesco	Nicole Pelliccia	Maura Comer
Kim Cole	Donna Blaze	Tim Hearne	Paul McEvily
Taiisa Kelly	Kasey Congero	Tina Mikes	

- I. Introduction- Paul recognized Women's Hospitality Network for article in APP and service of over 1,000 nights of shelter. Introduction of new members.
- II. Approval of March meeting minutes- approved by all.
- III. New Business/Discussion
 - a. System Access/ Report from Coordinated Systems Committee
- Maura reported that Coordinated Entry Subcommittee addressed this issue and is looking for approval from the Executive Board to allow shelters to complete the assessment form for HNA. Kasey reported that right now until HMIS prioritization tool is available the assessment will be faxed to MHA to be added to the list. HMFA is working with Ewa to put the assessment tool and prioritization list on HMIS so that all sheltering programs will be able to do direct input into HMIS and add persons to the prioritization list. Motion approved by the Executive Committee. Maura reported next Coordinated Systems Committee meeting will be scheduled today so that information and training can begin for shelters.
 - b. NJ Emergency Assistance- Taiisa reported two changes in EA program: 1. Essentially a removal of lifetime limits which will allow participants to remain on the program as long as needed and, 2. DFD is looking at changing what 'cause of own homelessness' means. Christine stated that they are looking for more direction, but they are looking more into detail as what actually caused the homeless and looking at this in detail. Christine reported they are still looking on restrictions for what will limit someone for accessing services. These changes have an impact on Monmouth County's homeless system and in what way can it be incorporated into the system to help decrease the homeless population. Christine reported one of the concerns is finding an apartment and landlords willing to accept vouchers that are guaranteed for 3-6 months and Christine stated at this point there has been no guidance indicating the voucher lengths will be extended. Discussion of centralized application and benefits it could have for the community as well as issues with implication. Taiisa reported there was information from Massachusetts that implemented this and will

look into this for the next meeting. The committee reports it will be a discussion item for the future.

IV. Reports

- a. System Performance- Kasey reported that the trends of homelessness were tracked from FY2015 for the first quarter of FY2019. The data was provided to the committee and limitations to the data include data quality issues. It was noted that length of time homeless is going the wrong direction. Returns to homelessness looks at those who left a homeless situation for a permanent housing situation and returned to homeless system within 2 years. All categories except Outreach appear to be going in the correct direction, but data is only for the first quarter.
- b. HUD Update
 - i. 2019 preliminary PIT data- PIT data to be sent to the committee. The 2019 street count went down but the sheltered numbers went up and that was consistent with the night of the count being a Code Blue night. There was an increase in the individuals and families; there was an 18 person increase in those who were considered chronically homeless.
 - ii. 2019 Process- Local Selection Process- new and renewal applications are due on 05/13/2019. We are expecting a NOFA from HUD sometime this month. The onsite monitoring's are scheduled for this week and will be completed. The review committee will meet within 2 weeks of the NOFA release and there will be presentations for all new projects.
- c. Strategic Plan to End Homelessness- no new reports
- d. Centralized Intake- Nothing new to report
- e. Housing Navigator Agency- There were over 1000 referrals and 650 assessments completed last year. The goal is to complete 800 assessments next year. Discussion of the data coming through HMIS and the need for more staff to complete all task effectively. They have applied for renewal funds with request for more funds to expand staffing.
- f. Sub-committees
 - i. Discharge Planning- has not met due to Mental Health and Addictions RFP process. It was brought up that Riverview Hospital had discharged patients to the warming centers and the centers are not equipped to care for these patients.
 - ii. Permanent Housing- Connie provided meeting minutes and introduced Michael Callahan at Monmouth University who is running a program for homeless youth at the University. They received a 'unit us' grant to allow them to work with students and would like to work with MHA or social services to provide services to the homeless youth. There is a license available to work with one entity in Monmouth County and Connie was looking to the executive committee to give guidance on who would be the best entity. The executive committee determined that MHA would be the best entity and it will be discussed with Ewa at the next meeting on 5/21/19.

- iii. Coordinated Systems
- iv. PIT/PHC
- v. Veteran's Ad Hoc- last met 4/15/19 and had 15 homeless veterans were identified, 2 have been awarded HUD VASH vouchers. Since then there have been more vouchers available and applications have been submitted. Lyons VA Campus will have 50 units all furnished are coming available and will be offered to those with higher barriers.
- vi. Data Committee- ad-hoc committee, has not met. Taiisa reported that PIT numbers and HIC were submitted and Systems Performance Measures will be submitted by the end of May. LSA continues to be cleaned up with assistance of HMFA.

V. Old Business

- a. Subcommittee annual action plan- no report
- b. Executive committee annual action plan- no report
- c. Code Blue Updates- a new warming center will need to be found for Freehold as the shelter is moving to Fort Monmouth.

Next Meeting: **July 2nd , 2019 - 9am - 11am**

Monmouth County AG Building, First floor conference room – 4000 Kozloski Road, Freehold, NJ



Monmouth County Homeless System Collaborative

Executive Committee September 17th, 2019 Agenda

I. Introduction

In Attendance:

Donna Blaze	Wendy DePedro	Alan Ferraro	Tim Hearne
Jeff Schwartz	Alan Tedesco	Connie Fahim	Tina Mikes
Laurie Duhovny	April Hurley	Ewa Farry	Megan Bennett Clark
Kathy Weir	Kasey Congero	Paul McEvily	Stan Rosenthal
Joan Mandel	Christine Aumack		

- a. MSW intern was introduced; looking into the criminalization of homelessness in all Monmouth County municipalities

II. Public Participation

- a. Paul called to open discussion to the public Tim made a motion, Alan seconded
- b. No comments
- c. Paul closed public participation

III. Approval of July meeting minutes

- a. Motion by Alan Ferraro, all in favor

IV. New Business/Discussion

- a. Bylaw Review
 - i. Seeking Executive Committee endorsement- Kathy updated committee on the bylaws updates. Kathy reported that the bylaws have been updated for a rotating membership and to remove term limits. Alan Tedesco requested clarification on what the general membership committee votes on. Kathy reported that the general membership votes on the bylaws and nominees for the executive committee. Megan, county counsel, joined the meeting. Paul informed the executive committee that Megan had reviewed and approved the changes in the bylaws. Paul informed that the group met to clarify the bylaws and one of the changes is a clarification that the subcommittees are subcommittees of the executive committee. Donna pointed out that there should be an amendment that there needs to be a quorum to make any changes to the bylaws. Paul and Megan in agreement and Kathy will make necessary changes and send red line version of the bylaws to the full executive committee. Paul called for endorsement and Tim motioned, Alan Ferraro seconded, all in favor.

- b. HSC membership update- Kathy is working to develop a working list of all voting members in the executive as well as general membership meeting. Kathy reported only receiving 20 applications and typically there are more people at the meeting. Paul requested that Kathy send an email to those agencies that typically participate but that have not responded individually. Kathy will do so.
- c. Emergency Transfer Plan- Kasey educated the group on the DV questions of the CoC application and the question concerning a formal policy for an emergency transfer plan. Kasey explained this is in place to protect victims of abuse that if their abuser was to find them that any CoC agencies would assist a victim in relocating to a safe placement. Megan would like to review the policy prior to formal inclusion in the policies and procedures. Paul recommended policy be adopted subject to county counsel review Tim motioned, Joan seconded, all in favor.

V. Reports

- a. System Performance- Donna commented that length of time homeless, takes 90-100 days to qualify a person to get them into housing, something needs to be done at the state level. This is negatively affecting the number. Paul asked who is responsible for completing inspections, Donna reported it is through DCA. Kathy reported that Janel Winters will be coming to speak at the general membership meeting. Paul suggested we draft a letter to Janel and ask her to adopt a standard for timeframe to respond to approve applications. Paul reports he will reach out to Janel and have a conversation in regards to this issue prior to full membership meeting. Joan mentioned the quality of housing and issues with substandard apartments.
- b. HUD Update
 - i. 2019 Application Process- Kasey reported that monarch is working to complete the racial disparities analysis and once complete the majority of the application will be completed. Kasey reported that the full application will be publically posted by the 26th at the latest and the application will be submitted on September 30th.
- c. Centralized Intake- Christine asked Ewa if she is seeing length of wait times like Donna described. Ewa stated CoC vouchers are timelier but DCA vouchers take a long time for approval. Christine reported 163 walk ins in August, including in repeats. These numbers are relatively stable. Those eligible are not taking advantage of the prison re-entry program as it is voluntary. TH has been full most of the year-many are graduating and moving out with their vouchers, 8 persons in the shelter at present. Christine reports 1,000 HCV vouchers were given this year and there is a lot of requests for extensions due to inability to find housing. Megan and Paul suggested to bring this issue to the legislators. Jeff reported the Freeholders have a legislative meeting and suggested we attend and present this information. Ewa reported the same issue exists for DMHAS vouchers as well. Jeff requested Donna put together something to bring forward to the Freeholders.
- d. Housing Navigator Agency- Ewa stated HNA started having sheltering agencies complete assessments in July. There was technical issue with

not all information populating, Ewa spoke with Chris at HMIS and had that fixed. Ewa reported 86% assessments completed of those referred in the last quarter and anticipates that will improve in this next quarter. Ewa reports they are expanding their connections with developers to connect set asides to the HNA. Paul requested Kathy look at the letters of support provided and make sure connections are made to HNA. Tina reported RPM set aside 5 vouchers for homeless Veteran's on the base and those were filled.

e. Sub-committees

- i. Discharge Planning- Kathy presented data Steve provided about percentages of re-admission rates into psychiatric units. Kathy reported there is a \$150,000 grant to provide case management services to high utilizers of Emergency Depts. Steve is requesting direction from the Executive Committee to work on in the coming year. Donna suggested clarifying what the discharge plans of those being readmitted and what is their housing situation.
- ii. Permanent Housing- Connie stated the letter went out to Janel Winter and Connie will follow up at general membership meeting. Connie reported the next meeting is immediately following this meeting. Connie requested more direction from the Executive Committee. Paul stated the executive will follow up with Janel that an update would be needed at the next meeting.
- iii. Coordinated Systems- Kathy reports next meeting is September 30th at 2pm in Kitchen classroom. Kasey suggested the committee look at following up on letters of support provided. Tina stated Joni Owens from the VA will be in attendance.
- iv. PIT/PHC- Kathy reports first meeting was last week and that all the sites are the same and a new coordinator for the Freehold site volunteered and stated she would reach out to her congregation to enlist volunteers. Kathy identified there was increase in homeless persons in Keansburg and Kathy confirmed this number with the site coordinator. Stan pointed out that to get to social services from Keansburg it would be 2 hours and 3 buses. Stan suggested Monmouth ACTS transportation hub look into the transport to Keansburg. Donna reported that there is a lot of gentrification occurring there which is causing a higher number of persons unable to afford housing. Alan Tedesco confirmed St Vincent DePaul is receiving a lot more calls to assist from there. Tina wanted to send out outreach specialist to Keansburg and it was suggested to go to St Mark's and Community Affairs and Resource Center. Jeff stated he will look into the outreach and to have someone stationed there to assist persons in helping apply for benefits.
- v. Veteran's Ad Hoc- met yesterday they have 7 people on the list, 3 of them HUD VASH, 1 person is very resistant, and they are working to engage. Donna asked if housing searches ever extend county boundaries and Tina reports in some cases this

does happen if the person is willing to move. Only meeting 2 benchmarks for ending veterans' homelessness. Housing far less persons than are being enrolled, 2 chronic homeless on the list only one person meets the exception which means they cannot meet the fourth benchmark. Next in person meeting is in December but there will be a conference call next month.

- vi. Data Committee- scheduling a meeting for late October.

Motion to adjourn- Alan Ferraro; second Alan Tedesco, all in favor.

Next Meeting: **November 19th, 2019 - 9am - 11am**

Monmouth County AG Building, First floor conference room – 4000 Kozloski Road, Freehold, NJ



Monmouth County Homeless System Collaborative

Executive Committee July 16th, 2019 Meeting Minutes

Attendees:

Kim Cole	Anna Diaz-White	Darcy Dobens	Alan Ferraro
Tim Hearne	Laura Kirby	Paul McEvily	Stan Rosenthal
Jeff Schwartz	Alan Tedesco	Tina Mikes	Laurie Duhovny
Kathy Weir	Ewa Farry	Wendy DePedro	Peter Boynton
Connie Fahim	Taiisa Kelly	Donna Blaze	

- I. Introduction
- II. Approval of May meeting minutes- motion made by Kim Cole and seconded by Alan Ferraro, all in favor.
- III. Letter of Support- AHA- Peter Boynton reported that AHA is applying for HPRP for RRH for Monmouth County; MOUS with housing navigator and Central Intake, has CSPG funding for prevention – Anna Diaz White moved to vote for letter of support; Jeffrey Schwartz seconded; all in favor
- IV. New Business/Discussion

Laura Kirby, Community of Development- has ESH RRH money and needs to spend money from 2018 by Sept 2020 and is looking for guidance and assistance/ideas to spending down money. Looking for guidance if should apply for less money- \$ can be used for down payments, security deposit; strict requirements for the money- not by HUD by county; discussion of who can make recommendations to relax strict criteria which will make it more usable. Taiisa advised that relaxing strict regulations and reframing program as 3 month program with extensions up to 2 years rather than as a 2 year program might make implementation easier. Paul McEvily's recommendation is to make 2017-2018 RRH ESG money from the county available to AHA to implement program. Paul moves to make funds available to AHA; all in favor. Anna Diaz-White questioned whether formal RFP is needed; Laurie Dehouvny stated Freeholder may be able to make recommendation. Laura Kirby states she has a meeting to discuss this next week and will make everyone aware that HSC Executive Committee is supportive of AHA receiving funds. In the meantime AHA will refer directly to DSS to utilize funding.

- a. Bylaw Review- Kathy reported that review of Bylaws due to need to have meetings in accordance with Open Public Meetings Act. Need for updated members list for who is a voting member for the general meeting. Kathy will be sending out a form to HSC general membership to update voting members. Will have revisions for Bylaws available at

next meeting for discussion. Paul states review of bylaws is making things more streamlined and formalizing the voting process for general membership. Jeff gave history of CoC originally being under the Community Development dept, approximately 5-6 years ago they no longer had capacity to run the program. The county wanted to find a non-profit to run the CoC but no one had the capacity to do so. Human Services took over the planning for the CoC. Jeff Schwartz reports there will be a meeting with county counsel, himself, and Taiisa Kelly to clarify the CoC role and county rules applying to CoC.

- b. HSC membership update
- c. System Access Update- Ewa Farry reported the tool has been finalized in HMIS and June 14th there was a training for all shelter staff on how to complete the tool in HMIS. Waitlist is now in HMIS there is a transition period to getting all names from excel spreadsheet to HMIS. Ewa discussed that list is only able to be viewed by Housing Navigator and Kim stated her agency can see that someone is connected with Housing Navigator but not the place on the list. Kasey Congero suggested the data committee be revived to review this process and data quality going forward, meeting TBD for October so as to review the first quarter of shelter agencies inputting and completing assessment in HMIS.
- d. Monmouth ACTS- Jeffrey Schwartz- Assisting Community through services; county wide needs assessment completed through a consulting firm. HSC was the example used to frame the Monmouth ACTS. Monmouth ACTS will be the face of Human Services Advisory Council. Working on redirecting resources, issuing RFPs, finding new needs. Bylaws for HSAC are being rewritten to include ACTS. Administration is very behind this program and supportive of work being done. Information is on the Monmouth County website with links to more information.

V. Reports

- a. System Performance-Data sheets provided by Monarch Housing. Tim Hearne questioned length of time homeless numbers; Ewa spoke to issues with finding apartments once they have vouchers. There is significant difficulty in finding apartments that are within fair market rent. Taiisa advised CoC vouchers can use rent reasonableness. Anna spoke to KFT having 5 year vouchers and housing 50 families and asked if it is the length of the vouchers that landlords are having issues with. Ewa states Section 8 vouchers, which are not time limited, are still hard to fill as well. Kim Cole brought up pattern of seeing landlords as resistant to rent to Section 8 and stigmas against those with mental illness, subsidies. Ewa states she does see this as does Anna. Landlords find legal reasons to deny clients. It was requested there be a training at the general membership meeting on rent reasonableness and fair housing. Taiisa agreed this would be valuable and will be added to agenda.
- b. HUD Update
 - i. 2019 Process- application due September 30 2019; review committee will be meeting following this meeting to review

RFPs received and funding announcements will be made following. Taiisa gave updates to 2019 NOFA- DV bonus, loosening restrictions around chronically homeless, focus around increasing employment and income, bonus funds for chronically homeless for PH/ dedicated plus/RRH/ CE expansion/TH-RRH. Jeff will reach out to someone from Workforce Development to begin attending CoC meetings as HUD is focusing on employment.

- ii. Review Committee
- c. Centralized Intake
- d. Housing Navigator Agency
- e. Sub-committees
 - i. Discharge Planning- Steve is on vacation; Kathy will reach out once he is back to schedule meeting.
 - ii. Permanent Housing- Connie gave update about the drafting of letter to DCA for housing developers so Monmouth County developers can be present. Letter drafted for Paul to sign and send to Janelle. Committee unanimously approved of the letter. Paul states he will sign and send it.
 - iii. Coordinated Systems- updated given during system access.
 - iv. PIT/PHC- Kathy reports meeting will be scheduled for August. Will have a need for a coordinator for Freehold site for 2020.
 - v. Veteran's Ad Hoc-Tina reports MC is not meeting 2/4 benchmarks- 2 chronically homeless not housed, identified more new homeless veterans (9) and housed 7 in the last 90 days. Influx of HUD VASH vouchers being approved in Monmouth County, issues with finding housing. Meets quarterly in person and off months conference call
 - vi. Data Committee- will schedule a meeting in October to review the shelter agencies access in completing assessments in HMIS.
- VI. Public Participation- Call for open public participation, no one from public in attendance. Meeting adjourned by Paul.

Next Meeting: **September 17th , 2019 - 9am - 11am**

Monmouth County AG Building, First floor conference room – 4000 Kozloski Road, Freehold, NJ



Monmouth County Homeless System Collaborative

Executive Committee November 19th, 2019 Meeting Minutes

I. Introduction

Donna Blaze	Anna Diaz-White	Darcy Dobens	Alan Ferraro
Joan Mandel	Paul McEvily	Stan Rosenthal	Jeff Schwartz
Laurie Duhovny	Alan Tedesco	Maura Comer	Connie Fahim
Steven Horvath	Tina Mikes	Lisa Roland	April Hurley
Kasey Congero			

II. Public Participation: Anna moved to open the session, Maura made a second, all in favor; no comment; Laurie motioned to close and Jeff made a second, all in favor.

III. Approval of September meeting minutes: Stan made a motion, Jeff seconded, all in favor

IV. New Business/Discussion

- a. Code Blue- Stan and Joan: there is no Code Blue site in Freehold, Stan has reached out to Freeholder Kiley but was told there is no official Code Blue and has not heard back. Red Bank and Asbury have sites; as well as an unofficial site in Long Branch. Stan was hoping to utilize contacts to send out an email to find out if any houses of worship would be willing to accommodate a Code Blue site in Freehold. Jeff states the OEM office is in charge of Code Blue initiative. The struggle is there is no one is volunteering to offer a facility because of the responsibility to be open and have oversight/volunteers to supervise the sites each evening. The county has some funding available to support the sites. Another challenge is transportation. Donna stated transport is an eligible activity under CAP, not sure about turnaround time but they may be able to assist. Joan requested that the CoC include protocol for getting into Code Blue in Oceanport in an email to the committee. Paul states we will work to craft an email to send to the CoC as well as other homeless/service provider listservs to request volunteers to open a site in the Freehold area for Code Blue.
- b. Racial Disparities: Kasey provided the Racial Disparities Assessment for the CoC application to the group for review. Kasey reported Monarch will be looking to do more in depth work in this area in the coming year and will develop an ad-hoc committee with those also interested in working on this further.
- c. 2020 Meeting Schedule- provided by Kathy Weir via email yesterday afternoon.

- d. 2020 Training Schedule- Kasey asked if there were any topics for trainings that the committee would request for 2020. Anna stated 180 can do a DV training for the March meeting. Requests for substance abuse/treatments, housing opportunities and different vouchers, utility assistance programs, and Veterans services were also requested. Kasey and Kathy will work to coordinate this.

V. Reports

- a. System Performance: The full year of SPM data was provided to the group; Monmouth made improvements in every area except length of homelessness. This data will be due to HUD in February of 2020.
- b. HUD Update
 - i. 2019 Estimated Scoring: Monmouth is estimated to score relatively similar to 2018. There are a number of areas for improvement that will be included in the 2020 focus planning session for the meeting in January.
- c. Centralized Intake
- d. Housing Navigator Agency: Wendy provided data for the intakes and assessments completed the past year.
- e. Sub-committees
 - i. Discharge Planning- meeting this Friday, focusing on number of people returning within 30 days of discharge to psych emergency services, 24% last time we looked but now it is 30%. Number of barriers: voluntary psych units are managed under managed care companies. Social Services is training hospital staff how to work with system and connect persons experiencing homelessness being discharged. Systems Review Committee meeting this Thursday with all the hospitals to discuss this. Aim to decrease number of those returning to services in the teens.
 - ii. Permanent Housing- status quo; waiting on applications for developers to review
 - iii. Coordinated Systems- last meeting November 12th; worked to improve relationships between service providers for families with young children and the collaborative. Two things came out of the meeting: strengthen referral process between the two and develop an MOU between the CoC and child care resources. Darcy reported they have represented at her family success center the first Friday of every month. There are three family success centers in the county and the other two centers do not have those events. Alan Ferraro reported his region (Ocean, Monmouth, and Middlesex) is second highest rate of children who are homeless.
 - iv. PIT/PHC: next meeting 12/2/19 at 11am. The PHC sites and donations are being organized and training has been scheduled for 1/17/20.
 - v. Veteran's Ad Hoc- meeting was yesterday; 12 Veteran's on the list; 3 have been housed and 9 are currently homeless. 4 have HUD VASH, one had Section 8. Currently still struggling to find housing that meets FMR. Currently still identifying more that are homeless than are being housed.

- vi. Data Committee- Kathy reported that the committee met and decided to open the prioritization list to the sheltering agencies so they can view whether or not persons they are serving have been assessed.

Next Meeting: **TBD**

Monmouth County AG Building, First floor conference room – 4000 Kozloski Road, Freehold, NJ