



MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE

COC BOARD MEETING MINUTES

February 16, 2022 – 1pm-3pm

[Meeting Recording](#)

Password: BOSCO

Board Members Present

Allegany County: Susan Malone, David Nedved
Cecil County: Gwen Parrack, Earl Grey
Garrett County: Gregan Crawford
Harford County: PJ Craig, Robin Tomechko
Southern MD: Jacquelyn Culver, Corae Young
Washington County: Mark Sewell, Tyrell Wilson
MD Department of Education: Melissa Surgeon
MD Department of Disabilities (MDOD): Chelsea Hayman
MD Department of Health (MDH): Priya Arokiaswamy
MD Dept. of Housing and Community Development (DHCD): Stuart Campbell
MD Department of Veteran Affairs (MDVA): Dana Burl

Board Members Absent

Cecil County: Earl Grey
Southern MD: Cynthia Brown, Lanny Lancaster
MD Department of Human Services (DHS): Lauren Molineaux
MD Department of Labor (Labor): Erin Roth
MD Department of Public Safety and Correctional Services (DPSCS): Vacant

CoC Lead Present

Danielle Meister, Carolyn Curry

HMIS Lead Present

Jason Burns

TA Present

Judy Pearlman

- I. **Welcome & Call to Order:** Quorum was conformed, Corae Young called the meeting to order at 1:05. Carrie DiSimone is no longer able to serve as CoC Chair, Young will be serving as acting chair for today's meeting; the board will elect a new chair.
- II. **New Board Members:** Gregan Crawford, Garrett County Community Action Committee, PJ Craig, Harford Community Action Agency and Robin Tomechko, Harford Family House, introduced themselves as the newest board members.
- III. **Board Leadership Vacancy:** Young explained the Chair role and election process to replace the prior Chair. Stuart Campbell explained the lack of clarity on succession planning in the current CoC Governance Charter and proposed that Young be selected to complete the term of the Chair role. Campbell also explained that if Young is selected, the board would also need to replace her as the

Vice-Chair. Campbell moved to nominate Young as the Chair, Crawford seconded the motion. The board vote was unanimous to elect Young.

Crawford made a motion to nominate Mark Sewell as the Vice Chair, David Nedved seconded the motion. No additional nominations were made. Sewell accepted the nomination. The board vote was unanimous to elect Sewell.

- IV. **Approval of November 2021 Board Meeting Minutes:** Young asked for amendments or comments on the November Board Minutes. None were made. Sewell made the motion to approve the minutes, Crawford seconded the motion. The board for was unanimous to approve the November Minutes.

V. **Committee Reports**

Executive Committee: Young explained that most of the Executive Committee updates were covered in the election and in the CoC governance sections of the agenda. She also stated that the committee will hold an initial strategic planning session in early March.

HMIS Committee: Sewell updated the board on the actions the HMIS Committee including confirmation that the LSA was successfully submitted by the deadline, the Harford County merge into HMIS is expected to be complete in April, the System Performance Measures report is due to HUD on February 28th and will be provided to the HMIS Committee for review prior to submission, the Apricot software for DV Providers is now functional with Sage System data upload requirements, LHCs will need to review their current amount of HMIS User Licenses to identify need for more by July 1, the Quarterly HMIS User Forum is scheduled for April 18th at 10:30 am.

Coordinated Entry Committee: No updates this month

- VI. **CoC Lead Report:** Danielle Meister announced upcoming Home Funding listening sessions to allow DHCD opportunity to hear ideas and options for the use of funds at the local level. Explained that another division in DHCD is running the Home program, but we are working closely with them since homelessness is a priority population for the program. Would like to hear what types of projects would be most impactful during the LHC report out section of the meeting. The MD ICH meeting is scheduled for February 17th and will include a high level Legislative preview for items under consideration, all are encouraged to attend.

Carolyn Curry updated the board on the 2022 PIT process to date. There was improvement in count planning and coordination. Unsheltered data is being processed and is higher than 2021, as expected. Staff efforts will now shift to data processing, verification and reporting. The HMIS Committee will help to verify all PIT data before the final submission to HUD in the Spring. DHCD and Team HMIS staff are working to develop performance and dashboard reports for the ongoing Quarterly Performance Reports, anticipate being able to present to the board once annual HUD reports are complete in the Spring.

- VII. **TA Report:** Judy Pearlman provided an overview of the purpose and role of Technical Assistance in relation to the Balance of State and explained the ongoing TA projects that are currently underway. The TA team is currently conducting a review of the CoC and HMIS Lead Agencies to better understand current activities and capacity. Will develop recommendations for future staffing needs

upon completion. In the coming months, TA will be scheduling Focus Groups with each LHC to get feedback on BoS operations, expectations and needs.

Young requested that the Focus Groups find a way to include front line staff to get a broader perspective.

Pearlman explained that the discussion may look different in each LHC, the project will likely start at a higher level then drill down for diversity in voices and experiences.

Sewell stated that the BoS has only existed during the pandemic so there will need to be a way to quantify that change and level of community engagement. There will need to be a comparison between pre and post COVID expectation.

- VIII. **CoC Governance:** Young reviewed the Charter requirement that Board members were to have staggered terms at the development of the BoS. Curry reviewed the assigned terms and explained that those who expired in 2021 need to be reelected or reassigned by their respective LHC or State Agency. Members should verify their reelection once complete.

Young reviewed the current vacancies on the board, including a representative from the MD Department of Public Safety and Correctional Services, Meister is working to identify a representative. Young also reviewed the vacancy for a representative with Lived Experience. And noted that this is a HUD requirement. Curry reviewed the Charter requirements for Lived Experience and stated that recruitment efforts would begin once DHCD is able to determine an appropriate compensation plan.

Curry reviewed the 2022 proposed updates to the CoC Governance Charter, including language to include newly merged LHCs, clarification on board leadership and succession planning, changing the HMIS Lead Agency to DHCD for funding eligibility purposes and adjusting the CoC Rating and Ranking policy since the BoS is beyond the first two years of CoC Competition as stated in the current version of the Charter. The draft charter will be sent to members and posted for the BoS Membership at large to review. All edits, additions or suggestions are due to DHCD by March 10th. The final version will be voted on at the March Board meeting.

IX. **Local Homelessness Coalition Reports**

Allegany County, Nedved: There is possibility the Union Rescue will have interest in HOME funding projects. There is a definite interest in tenant based and supportive services, PSH is a big need and the biggest interest. The PIT count was uneventful, we had a low response rate for unsheltered; our providers are still working remotely and have less contact. We have set up a workgroup to working with problem clients, those working with many providers, we want to prevent duplication. Some providers have privacy issues which is a barrier. The Union Rescue has had to close a few times since the new year from COVID. We have had to use the cold weather shelter to quarantine; it was a problem when the cold weather shelter was in use, had to rely on additional hotel rooms. We requested a budget modification in the ESG CV funds.

Young: Southern MD also has an interdisciplinary workgroup, there are MOUs in place with hospitals to address privacy concerns. Can share the forms with the LHCs.

Cecil County, Gwen Parrack: We are planning for the Youth Reach count, it is the 1st time for Cecil, due to joining the BoS. Cecil had a busy winter, there have been several Code Blues, currently debriefing to identify how to handle the next season. There has been some turnover in leadership in local providers, there is a challenge to train new leadership. There are challenges with overdoses in shelters, no deaths yet, but still traumatic for residents and staff. We are not prepared to discuss Home project ideas without committee input. All services are open, COVID response efforts continue. Everyone can access vaccines.

Garrett County, Crawford: We have experienced a lot of cold weather in the region, have had more families and service animals than typical. There is an uptick with challenging clients, and housing options, have to rely on hotels. Folks have burned many bridges yet still need help. We are expecting J&J opioid settlement funding, hoping to create recovery housing. The local vaccination rate is at 50%. There are no Home project ideas at this time.

Harford County: No updates.

Southern MD, Young: We are working on Youth Reach in the Unaccompanied Youth Subcommittee, count is planned for late March over two week time frame. Hypothermia shelter still in operation, we are using hotels. We are having challenges connecting clients to income opportunities, staff working to build relationships with employers. LHC is working to revamp the committee on Behavioral Health, we are seeing a rise in need of crisis mental health services; two counties in the LHC have mobile crisis teams. Just started talking about Home funding opportunities. We are looking at rental development, rental assistance and PSH as main focus areas.

Jacquelyn Culver: We are doing a lot of hoteling in Calvert, almost through all ERAP 2 funding. Have been on all of the Home sessions, would like to be included in Corae's planning meeting, there is interest in rental units & supportive services. I will be stepping away from homeless services and am less in the loop.

Meister: DHCD is submitting a plan to HUD on the HOME ARP funding priorities, at some point there will be RFP to select projects. Don't have specifics on who can apply yet, will have more clarity as we get to end of plan development, will be noted when plan is posted.

Washington County, Sewell: The CHODO requirement can be a major hurdle for Home funding, hope that will be modified. We would be interested in HOME for rental projects, there is need for affordable housing, we are trying to work out partnerships with current property owners. Last month there was a 35% COVID positive rate, this month it's at a 10% positive rate. We received funding from the city to move COVID positive clients out of congregate settings; required a lot of collaboration. We are seeing normal challenges, continue to hold biweekly case conferences, work on service the most vulnerable and challenging cases. PSH gets those no one else can house, Tyrell has much success.

X. **State Agency Updates**

Casey Tiefenwerth: Labor has released a Workforce Competitive Grant; the program requires partnerships with service providers and workforce. Awards will be capped at \$200k and are expected to be for up to 3 years. A preproposal conference is scheduled for March 2, applications will be due June 17.

Chelsea Hayman: DoD is hosting a webinar on 2/23 from 11:00-12:00 to focus on MD evictions. The session is targeted to Case Managers not familiar with the eviction process and who are working w at-risk clients. We have a training calendar set for rest of year, topics include the brain injury service system and affordable housing options for those with a disability. Chelsea can add interested members to the mailing list for more information.

XI. **Future Board Meeting Agenda Items:** None

XII. **Public Comment:** None

XIII. **Adjournment:** Young adjourned the meeting at 2:32 p.m.

Vote Summary:

- Corae Young Elected Board Chair
- Mark Sewell Elected Board Vice-Chair
- November Meeting Minutes Approved