



Leadership Team Meeting Minutes

Wed. September 6, 2017, 6-7:30 p.m.

Chapel Hill-Carrboro Chamber of Commerce

Present: Natasha Adams, Nate Broman-Fulks, Allison DeMarco, Kathleen Ferguson, Sally Greene, Jackie Jenks, Rashaunda Lanier-Jackson, Samantha Owusu, Corey Root, Damon Seils, Kristen Smith, Justin Simmons, Diiv Sternman, Charlotte Stewart, Tracy Thorpe, Jerry Villemain

Action items in bold

OCPEH Leadership Team meeting minutes

- August 2: <http://bit.ly/2v1r19l>
- A motion was made to table approval of the August Leadership Team meeting minutes until the October meeting as the link in the email was not working [Stewart, Ferguson]. All in favor, none opposed.

Agency/sharing updates

- Chamber of Commerce- State of the Community Report is coming out Friday, September 29th; Will also be a conference held later that day, more information: CarolinaChamber.org
- CASA Working on Affordable Units planning to build 48 units with half being in Carrboro and the other in Chapel Hill. Applying for the Low-Income Tax Credit to build these units.
- Street Outreach – there is interest to potentially use funding from the Chapel Hill Police Department and/or Orange County Social Justice funds to fund a position, more to come.
- DeMarco – Organizing Against Racism (OAR) has asked the Leadership Team to sponsor an REI Groundwater presentation on December 2 in Carrboro
 - Leadership Team asked to add discussions about sponsorships to the October Leadership Team agenda
 - **Staff will send more information about this specific ask to the committee in advance of the October meeting**
- There will be a DeMarco feminine hygiene product drive on UNC Campus, 9/7 at Memorial Hall

Leadership Team Action Updates:

- DeMarco – hosted a fundraiser for CEF Pee Wee Homes project, raised \$200
- Stewart – listened to the book Evicted as an audio book, highly recommend

OCPEH updates

- 2017 Leadership Team member Conflict of Interest forms, important to have these on file
- Staff introduced the 2017-18 OCPEH intern, Rashaunda Lanier-Jackson
- OCPEH was awarded additional ESG Rapid Re-housing funding by the State ESG Office
 - \$25,000 for financial assistance in DSS budget
 - 4-month case manager position, Kat Wies, pass through money placed in OCPEH budget
 - Staff will begin working on a sustainability plan for the four-month funding once the case manager is oriented and working
- First Orange SOAR Collaborative meeting was 8/31, good turnout, will be a standing monthly meeting

- This semester a group of undergraduates are working on a UNC Capstone project looking at successful models for CoC-Public Housing Authority collaborations
- Upcoming Events
 - Project Connect coming up October 19
 - Will be held at the Hargraves Community Center
 - Sign Up Genius for volunteers will be going around soon
 - Trauma-informed Care – full day info session; half day check-in/next steps to discuss progress made at agency level + system-level issues; coming later this Fall
 - NC Affordable Housing Conference
 - October 25-26, Raleigh: nchousingconference.com/registration-fees.html

Leadership Team Board Development

- Per OCPEH bylaws, the Leadership Team selection process continues through November. The Board Development Committee was appointed last month. This month the Coordinator will solicit Leadership Team member applications through OCPEH Website, Facebook, Twitter, and Email group. At Oct. 4 Leadership Team meeting the Leadership Team will brainstorm potential members for HUD-recommended categories and the Board Development Committee will send applicant names to Leadership Team for comments and recommendations. At Nov. 1 Leadership Team meeting the Board Development Committee will make recommendations for Chair, Vice Chair, and new members and the slate will be approved with majority vote.
- There is a revised Leadership Team application: <https://goo.gl/forms/rQKiBVHCeczb9n1C2>
 - Changed the HUD-recommended categories and Leadership Team expectations from list to checkboxes
 - A motion was made to approve the Leadership Team application [Smith, Ferguson]. All in favor, none opposed.
 - Suggestion to take out the 1-2 sentences for the question, “Why are you interested in joining the OCPEH Leadership Team.”
 - Corey referred to the HUD manual to ensure the application process was following guidelines. The committee’s process is within those guidelines.
 - **Next meeting agenda will include the list of categories on the application to find out what roles we fulfill on the committee and where the gaps may be.**

2017 CoC Planning Grant

- The Continuum of Care (CoC) Collaborative Applicant (which is OCPEH) is eligible to apply for CoC Planning grant. There are many different activities eligible for Planning Grants, including Coordination Activities, Project Evaluation, Project Monitoring Activities, Participation in the Consolidated Plan, CoC Application Activities, Determining Geographical Area to Be Served by the

CoC, Developing a CoC System, and HUD Compliance Activities

- Staff priorities are Project Evaluation, Project Monitoring Activities, and HUD Compliance Activity: Coordinated entry. The staff proposal is to use 2017 CoC planning dollars for an evaluation of project performance and for consultation on coordinated entry evaluation and improvement.
 - The project performance evaluation and coordinated entry evaluation can be conducted by a technical assistance consultant
 - Potential areas to consider that will help us end homelessness: Permanent Supportive Housing graduation, project evaluation process, using data to identify areas of strengths and weaknesses
- A motion was made to approve activities for the 2017 CoC Planning Grant [Smith, Stewart]. All in favor, none opposed.

2017 CoC Project Priority Listing

- The CoC application process involves Leadership Team members and other community members with the goal of having a high degree of transparency, and community involvement which in turn will give us opportunity for increased funding through CoC Permanent Housing Bonus funds. There are three application committees: the Scorecard Committee, the Project Review Committee, and the Community Application Committee. The Leadership Team's role is to approve the scorecard – we did this at our August meeting – and approve the Project Priority Listing – that is what we are doing tonight.
- The goal of the scorecard is to fund organizations that have capacity to run effective programs, further efforts to end homelessness in Orange County, are active community partners in ending homelessness, and achieve excellent program outcomes.
- There are four scoring particulars to discuss
 1. When no possible score, reduced amount of possible points
 - Orange Co Housing Support Program – Renewal project yet performance data not yet submitted
 2. Housing for New Hope grants not yet transferred to IFC, but transfer in the works since August 2016
 - Scored IFC meeting participation
 3. Added 1 decimal point to account for questions worth 2.5 pts and rounding of average scores
 4. Cost per permanent housing exit
 - Scored At or below OC median = 20 pts
- Cardinal RA/Operating project has an unmet standard. The standard is 'Project employs Permanent Supportive Housing key elements.' There are xix PSH key elements outlined in SAMHSA's *Evidence Based Practice Kit: Permanent Supportive Housing* (pgs. 9-13),

<https://store.samhsa.gov/shin/content//SMA10-4510/SMA10-4510-06-BuildingYourProgram-PSH.pdf>

1. Tenants have a lease in their name & have full rights of tenancy under landlord-tenant law, including control over living space and protection against eviction
2. Leases do not have any provisions that would not be found in leases held by someone who does not have a psychiatric disability
3. Participation in services is voluntary & tenants cannot be evicted for rejecting services
4. House rules, if any, are similar to those for people with no psychiatric disabilities and do not restrict visitors or otherwise interfere with a life in the community
5. Housing is not time-limited, and the lease is renewable at tenants' and owners' option
6. Before moving into Permanent Supportive Housing, tenants are asked about their housing preferences and are offered the same range of choices as are available to others at their income level in the same housing market.

- Question regarding Cardinal leaving; Response was there is an identified process in place for identifying a successor in the event that Cardinal rolls out in a few years

- The RA/Operating project has two components

- Leasing (not rental assistance) dollars for master leases held by UNC Horizons for their program participants. UNC Horizons has a master lease and does require participation in services to remain in this housing. UNC Horizons is in process of terminating these leases

- Operating dollars for CASA single family homes and condos; CASA is in process of selling or transferring these units

- Because this project does not fit the best practice model for Permanent Supportive Housing, the Project Review Committee recommends reallocating the RA/Operating grant and awarding these dollars to the IFC PSH Expansion project.

- The big picture of 2017 CoC funding

• Renewal projects	\$638,714
• Potential new funding	\$38,323
• SUBTOTAL of funding to rank	\$677,037
• CoC planning dollars are not ranked	\$19,161
• GRAND TOTAL	\$696,198

There are 2 considerations with ranking: order of project + Tiers

- Order of projects = ranked 1 through 5 – the Project Review Committee recommends ranking

projects by percentage of possible points earned

- Tiers are an added level of complexity, with funding in Tier 1 fairly “safe” or guaranteed and Tier 2 more risky. In the 2016 CoC competition Orange County received \$30,415 in Tier 2 funding.

The Project Review Committee recommends the following ranked and tiered list of projects for the 2017 CoC Project Priority Listing:

#	Agency	Project	Status	Funding Request	Funding Rec.	Running Total	Tier
1	IFC	IFC PSH 2017 - Renewal	Ren.	\$30,415	\$30,415	\$30,415	1
2	IFC	IFC PSH 2017 - Expansion	New/Exp	\$139,444	\$139,444	\$169,859	1
3	HFNH	Orange Co Housing Support Program	Ren.	\$87,332	\$87,332	\$257,191	1
4	Cardinal	PSH Concern of Durham Renewal 2017	Ren.	\$338,967	\$338,967	\$596,158	1
5	HFNH	UNC XDS Leasing Project 1 - Tier 1	Ren.	\$80,879	\$42,556	\$638,714	1
5	HFNH	UNC XDS Leasing Project 1 - Tier 2	Ren.	\$80,879	\$38,323	\$677,037	2
Reallocated	Cardinal	PSH RA/Operating Renewal 2017	Ren.	\$101,121	\$0		Reallocated

- A motion was made to approve the 2017 CoC Project Priority Listing [Seils, Ferguson]. All in favor, none opposed, Jenks abstained

Wrap Up & Adjourn

- Next Meeting: Wed. October 4, 2017, 6:00-7:30 pm

Remaining 2017 meetings: Oct. 4, Nov. 1, Dec. 6