**November 18, 2022**

**CoC Business Meeting Minutes**

**9:00am-10:15am**

**Zoom**

**Recording:** [**https://youtu.be/mlguH-5\_eds**](https://youtu.be/mlguH-5_eds)

**Attendees listed at end of document**

1. **Presentation on 2023 PIT** 
   * Slides available in CoC Business Meeting Agendas folder
   * Further commentary:
     1. Planning to use known locations approach because we do not have the capacity to cover the communities in the CoC’s geography block by block. The known locations lists is being developed in coordination with street outreach teams, police, and people with lived experience.
     2. If you are aware of any locations, please let us know by using the LICH Helpline (631-464-4314 x118) or reaching out over email.
     3. Where do large groups of unsheltered people gather? We are hoping to have a presence in libraries. If it is in your program, consider being a host site. We can send volunteers out to fixed locations.
2. **CoC Funding/Capacity Building/Planning**

* 2022 Annual CoC Funding Round: Overview of how the funding works provided.
  + Usually hear back from HUD between January and March.
  + Will be starting conversations on recruiting partners for following year. There is especially a need for PSH with studio and one-bedroom units as adult only household populations increase. Most programs are gender specific for single adults or only accept families with children. We are looking for new applicants and expansions of existing programs.
* 2022 Supplemental NOFO to Address Street Homelessness: Overview of SNOFO provided.
  + Question: When can we expect funding to come through?
    - We expect notification of program awards in March at the latest, based on previous years. Once the notices are released, it will take a few months to finalize a contract with HUD and then hire new staff.
    - Once we hear about awards, we want to be proactive in bringing new partners together and providing guidance, best practices, what we are seeing on the street, gearing up to coordinate efforts where multiple programs opening at same time with many beds available
* CoC Governance Board and Ranking Committee terms (discussion and vote)
  + Usually put out nomination process in November & vote on members for following year
  + Due to delays in the GB restructure process which includes creating a nomination process, the GB discussed extending terms
    - Working with technical assistance provider ICF on restructure
  + Will be putting out vote to approve extension of terms for GB and ranking committee to June 2023.
  + Any open slates on GB can be filled will work through process
    - Some PLE were nominated in 2022 but dropped off. We will try to reconnect

1. **Discussion on Code Blue for DSS Shelter**
   * Question: What are the requirements for DSS to accept people into shelter during Code Blue? Why might someone be denied?
     1. Code Blue is based on temperature. If the temperature, including wind chill, drops below 32 degrees F, eligibility requirements such as citizenship and not having a sanction are lifted.
2. **Coordinated Entry System Updates**
   * EHV
     1. 170 new referrals to waitlist
     2. 140 households were drawn from the waitlists and sent eligibility packets
     3. 624 total referrals, 237 have been housed – 10 in the last month
        1. 50 vouchers expired, 96 are currently looking to lease up
     4. Eligibility packets require households to verify their income, social security cards, and birth certificates for all household members. Sending in incomplete packets slows down the process
     5. Jess & Rose will be hosting a training on filling out eligibility packets correctly
     6. Question: How to fill out third party for EHV eligibility?
        1. Ask client to be own representative and attest
     7. LICH is working with Community Solutions as part of the Property Engagement Cohort, coming up with tools & strategies to better guide people through process of housing search when have voucher or rental assistance
     8. Capacity building - applied for additional funds through BFZ, looking to add staff for housing search
     9. Will be starting focus group to discuss housing search strategies
   * Prioritization/Assessment
   * CE
     1. RRH - 19 referrals in last month
        1. In August EOC of Nassau enrolled a household homeless since 2016 and last month they moved into permanent housing
        2. A household of 8, homeless since 2019, was moved into a 5 bedroom with the help of LICH Landlord Engagement Specialist Tynasha Washington
   * DV CE
     1. TSCLI working with 120 households, amount of referrals going up at fast rate
     2. Working with new prioritization tool. Trying to get together meeting with DV providers to explain how list is prioritized
     3. Looking to get back into quarterly DV meetings
     4. 1 household moved with EHV, 1 referred to RRH
3. **HMIS Updates**
   * Trainings
     1. November 21 – Intermediate reports training December 14 – New User Training December 15 – HMIS Data quality
     2. New video on HMIS data security & privacy
        1. HMIS training videos available here: <https://www.lihomeless.org/hmis-training-videos>

* Programs encouraged to review data from last year and input any missing data
  + PSH & RRH – make sure move-in dates are noted, otherwise HUD does not know people have been housed
  + Uploading agencies (operate own AWARDs database) – please complete November uploads ASAP, want data locked in for LSA
    - 1. Uploading function will be offline in December
* HUD is collecting community feedback from providers and participants on proposed changes to race, ethnicity, and gender data elements. Providers are encourages to help participants give comments.
  + <https://www.hudexchange.info/resource/6761/community-support-to-gather-feedback-on-proposed-changes-to-homeless-management-information-system-data-elements/?utm_source=HUD+Exchange+Mailing+List&utm_campaign=38e2cf4cdf-Community_Feedback_Centering_Clients_10_14&utm_medium=email&utm_term=0_f32b935a5f-38e2cf4cdf-19303709>

1. **Keys Homeless Conference**
   * 12/9 at St. Joseph’s in Patchogue
   * Theme: Taking Whole Health to the Forefront
   * Awardees have been announced

**Attendees**

Dolores Kordon, Brighter Tomorrows

Daniela Franco, Brighter Tomorrows

Vicki McGinn, Suburban Housing

Savitri Choon, CHI

Jesse Delman, Bridges of NY

Mike Giuffrida, LICH

Deborah Sanderson, TSLI-HHB

Melissa Wettengel, HALI

Kelly Gildea, Suburban Housing

Ruth McDade, MHAW

Danielle Devine, HELP USA

Diane Krasnoff, Bethany House

Rose Cicchetti, LICH

Sam Polins, LICH

Roxzelle Bannerman-Martin, LICH

Anna Barbieri, Catholic Charities Project Independence

Romarie McCue, The Retreat

Wyane Scallon, LICH

Jessica Labia, LICH  
Brian Inserro, FREE

Chanee Hammonds, Wyandanch Homes & Property Management

Deirdre Trumpy, MOMMAS House

Stephen Brazeau, Hope House Ministries

Daniel Stern, Concern Housing

Terri Tupper, LICH & LI Connections

Gena McSorley, Catholic Charities

Nicole Maggiotta, TSCLI

Mohini Mishra, Selfhelp NY

Salina Barnao, New Ground

---- after 9:20am ----

Ariel Sotelo, Circulo de la Hispanidad

Lorraine Baum, CNG

Karen Haber, Huntington Youth Bureau Sanctuary

Jestine Jennings, FCA

Nicole Belfiore, FSL