

**Greater Nashua Continuum of Care
Executive Committee
Meeting Minutes
October 13, 2010
www.nashua-coc.org**

Call to order: 8:35 a.m. by Chair Wendy LeBlanc.

Present: Wendy LeBlanc, Bob Mack, Meghan Bilz, Barbara Alves, Mariellen Durso, Lisa Christie, and Donna Curley.

Minutes of September 8, 2010 (handout):

Minutes were reviewed. B. Mack motioned to accept the minutes as presented, which was seconded by B. Alves, and the motion carried.

Topics of Discussion:

- **SCRIBE NEEDED**

W. LeBlanc put a request to the group for a minute-taker for the GNCOC November and possibly December meetings. M. Durso said she had a staff person in mind.

- **NASHUA LIBRARY**

W. LeBlanc reported that she had received a letter from the Nashua Public Library stating that they were beginning work on a new strategic plan and wanted to include GNCOC insight. As such she asked the group for ideas for nominees as the library was waiting for COC representation before scheduling a meeting. Eileen Brady was mentioned as a candidate. The group discussed and agreed that the new library director is very positive and that the relationship between the library and homeless service providers has been much improved.

- **SuperNOFA**

W. LeBlanc indicated that progress with the SuperNOFA is going well- Gina Schaak from TAC continues to work on the Exhibit 1. W. LeBlanc mentioned that this year there may be more than one agency interested in submitting an application for the bonus project (estimated to be \$26,000/2 years) and it would be the Executive Committee's responsibility to choose which one to submit to HUD. The group agreed that an October 29th due date would be ideal, and that the Exec. Comm. could meet/conference call and then bring the recommendation to the full GNCOC to vote. W. LeBlanc stated that it would be important to have adequate and diverse representation of the Executive Committee to prevent any conflict of interest. B. Mack wondered if collaboration would be possible, though funds are limited. W. LeBlanc mentioned that the next SuperNOFA meeting is Oct. 19th at 10 AM. B. Mack mentioned that the idea of incorporating the GNCOC is still on the table, although it may not happen due to the impending changes when the HEARTH Act is implemented. W. LeBlanc stated that based on the APRs compiled by G. Schaak, the outcomes are looking better for this year. M. Durso mentioned that she is seeing an increase in doubling-up, shelter numbers are about the same, street homeless is decreased, but that she is seeing more homeless teens. L. Christie mentioned that she has empty beds and wondered if homeless individuals are opting to go to the mission as it is not a "dry" shelter. B. Mack stated that the State is focusing on helping youth and placing sex offenders. L. Christie said that Shaheen had earmarked money for a teen shelter, but the plan needs administrative rules and there is a committee looking into it. M. Bilz asked if there is any money or assistance for the rural communities. W. LeBlanc described a case of a single mom who needs somewhere to go, but has been turned from every program due to her addiction. B. Mack said that sounded like a good case for the wraparound to discuss. M. Durso mentioned she is seeing a spike in violence and addiction.

- **HMIS:**

D. Curley discussed outcomes and said that the State's Data Analyst, Al Vitale, shared some information and reports with her and from there she came up with a report from Service Point to streamline the process so one can run an outcomes report at any time. She has created an area on NH-HMIS.org for these reports

so there would be no waiting. She has worked with the State on which programs fall under what categories and which providers are HUD funded to polish the reports. In going over the outcomes report, it was noted that outcome 3.4 (increasing numbers of homeless transferring from TH to PH) is still low and has different numbers than those provided by TAC. W. LeBlanc stated that the TAC number is OK for the SuperNOFA, but that there are too many “unknowns” and this is lowering the numbers. Keystone Hall has many unknowns as individuals sometimes leave in the middle of the night. L. Christie wondered if perhaps the GNCOC goal is too high. B. Mack thought perhaps in the future we could drop the COC goals to match the HUD goals but that for now we need an explanation as to why we didn’t meet the goals. He also wondered why TAC had different numbers. B. Alves suggested that perhaps providers do not fully understand the APRs. W. LeBlanc stated that G. Schaak only looked at HUD-funded agency numbers. L. Christie suggested that perhaps L. Newell/HMIS was including other agencies, hence the discrepancy. At this point D. Curley offered to get the list of who is reporting on clients transitioning from TH to PH. B. Mack wondered if Ann Marie/Norwell House should be included in the SuperNOFA. W. LeBlanc said she would ask TAC, but for next year all providers should be included. L. Christie asked what the motivation would be for those providers that do not receive HUD funding? B. Mack said if HUD wants more agencies to participate in HMIS, it needs to be cost-free. W. LeBlanc said she would ask G. Schaak why HUD would ask for numbers/HMIS participation from agencies if they do not submit applications under the SuperNOFA. B. Mack guessed that Pastoral Care and Ann Marie House has clients going to Permanent Housing. B. Alves said that each report seems to have unknowns, to which B. Mack reiterated that it is likely due to the population. L. Christie mentioned that Public Health gave free flu shots and B. Mack said they would be there for Project Homeless Connect as well. B. Mack said that the employment outcomes are also low, but still meeting the HUD goal, but we would still have to explain why we fell short of the GNCOC goal. B. Alves asked D. Curley how agencies can help make HMIS better. D. Curley said that she hears that HMIS is broken, but did not know what it meant. Now she sees that agencies get one report, but HMIS can give so much information and therefore would be of more value to agencies. The system is underutilized and agencies are not educated on how to use it effectively. In terms of data that HMIS needs to provide, there is HUD mandated info., agency info and state info. The system is not broken, it is just not designed to give agencies what they want. It is 9 year old software, but Bowman has a new release that Maine is already using, so she is learning about that and hopes to get NH on the new software. To improve HMIS for agencies, she needs agencies to be patient and to let her know what is wanted. She requested that agencies look at NH-HMIS.org as she has redone and updated the site. She created a problem tracking system to identify possible training issues.

- **GNCOC SUBCOMMITTEES:**

W. LeBlanc mentioned that the subcommittees of the GNCOC are floundering. The Community Relations committee has done a good job with events, and B. Mack agreed, but said in terms of Project Employment Connect, and in order to get more involvement, there could be more reaching out to employers and to set the date earlier in the year to allow for more prep time and outreach. L. Christie thought October would be a good time as it is the retail holiday season. B. Mack thought T. Lopez (Employment Counselor of NSKS) would be a good fit to head that committee. D. Curley is heading up the Data Collection Committee. B. Mack said this is one of the committees that needs revamping and having D. Curley involved will shift the focus and promote HMIS, but that they need more members, specifically from agencies reporting in HMIS. L. Christie and B. Alves both commented that they are impressed with D. Curley’s work thus far. B. Mack said it would be great to present the new system to the whole CoC in order to get community buy-in. W. LeBlanc suggested continuing this discussion at the next meeting and that the Executive Committee needs to task the Ending Homelessness committee more effectively in order to help them focus. D. Curley stated that she would bring samples of HMIS reports to the next meeting.

With no further discussions, the meeting was adjourned at 9:35am.

Minutes taken by Meghan Bilz, Southern New Hampshire Services.