

Greater Nashua Continuum of Care

Meeting Minutes of October 5, 2011

[www.nashua-coc.org](http://www.nashua-coc.org)

Wendy LeBlanc, Chair called the meeting to order at 8:00AM. Introductions were made by all, and the attendance sheet passed for signatures and updated contact information. Reports out by the committees were the order of business at the October meeting, as well as the election of officers for the next bi-annual period of October 1, 2011 – September 30, 2013.

The minutes of September 7, 2011 were reviewed. There being no changes, a motion to accept the minutes was made by S. Brisk, seconded by B. Alves, and the minutes were accepted with no discussion or changes.

### **Committee Reports**

#### **Executive Committee (EC):**

W. LeBlanc reported that they've been spending time speaking about the presentations. Subcommittees are up and active. B. Mack still serving as interim chair of EHC and they are still in need of a permanent chairperson. Also discussed the challenges with data collection, and efforts to improve this.

#### **Election of Officers:**

W. LeBlanc briefly reviewed the updated guidelines relative to the election of officers. One vote per agency is allowed as is one vote for each non-agency member. W. LeBlanc asked if there are any nominations from the floor. None stated, the ballots were presented.

Wendy LeBlanc was re-elected to a second term as the Chairperson, and Lori Piper re-elected to a second term as the Clerk. J. LeClerc was elected to the position of Vice-Chair.

#### **Ending Homelessness Committee (EHC):**

B. Mack first thanked those that ran for the officer slots, and thanked all on behalf of the COC. EHC will continue to work on the ending homelessness plan actions and goals, and he also spoke about the Employment Connect. Also discussed the work for the upcoming Homeless Connect on 12/6/11 to be held at 45 High Street.

#### **Wrap Around Services Committee (WASC):**

B. Mack reported they haven't met since the last GNCOC meeting as they are now having a quarterly format, with the next meeting 10/25 at 1PM at 18 Mulberry Street. Shelter and transitional housing providers are welcome and any that may have individual client issues. Please notify them if a client will be brought for brainstorming, as they need to sign the privacy forms. You can request a WASC Meeting outside the normal quarterly meeting schedule, and within a week the WASC should be able to meet on specific and time-sensitive situations. They have the ability to pull in agencies that aren't regularly part of this committee if the specific situation calls for that help.

#### **Community Relations Committee (CRC):**

P. Murphy indicated that the committee met last week. They went over past efforts of letters to legislators and the responses that they received. They did get information to the Milford Resource Fair. Most time spent looking for new ideas to get out to the communities, and they are working on the Nashua Access Channel. Looked at ideas such as Facebook, and will be looking at The Greater Milford Outreach to see if they would be interested in joining the group. The CRC has is down to only 4 regular members due to attrition, and they are looking for new additions to committee. Next meeting 1/25/12 at Merrimack Town Hall, a quarterly meeting. B. Mack commented that the Nashua Access Channel is a good resource, free, that can help benefit your clients and information out about fundraising events. W. LeBlanc shared that they are looking for someone who may be interested in donating services for web design. B. Mack also recommended that each agency, when telling their stories, also promote the GNCOC as a whole. On 10/20/11 the Souhegan Chamber of Commerce is having an Expo and it is a good opportunity for outreach. M. Wirbal mentioned that on 11/8/11 a Resource Fair at the Adult Learning Center is scheduled.

#### **Legislative Affairs Committee (LAC):**

E. Brady reported this committee was reinstated in September and will meet bi-monthly. Next meeting 11/10/11 at HHI at 3PM. There are 6 members of the committee right now. Legislation pops up from time to time and often needs to be addressed immediately. S. Gale will be researching bills that may have an impact on the folks that the GNCOC agencies provide services and support to. Since there are over 1000 bills annually it is challenging to choose the correct ones to advocate about. Looking for someone within the legislature to help to advocate on behalf of the GNCOC. They are working with like organizations to meet the many challenges. L. Wilshire suggested a specific legislator, however that individual had been approached and was not able to commit at this time. S. Gail indicated that Mayor Lozeau is doing meet and greets around the community to support the local candidates, and it is a great opportunity to meet and ask questions of local candidates before November's local election on 11/8/11. E. Brady encouraged everyone to have their voice heard and vote. L. Christie, as a private citizen, and not as the EC of NSKS, indicated that L. Wilshire has done a tremendous amount for the subpopulations we all serve, and encouraged all to have their voices heard through the voting process.

#### **Data Gathering Committee (DGC):**

B. Mack reported that this committee has reconvened. A primary responsibility of DGC is the PIT count. They are looking at the process and putting together a similar process to last year, taking advantage of HMIS data for the clients that are housed. They are exploring the possibility of using electronic surveys this year. They are also encouraging others to look at it even if they are not an agency part of HMIS. There is a need to get as much data as possible to be as comprehensive as possible. This is a HUD requirement for homeless and at risk persons in our communities. Looking for more support with the website. E. Brady mentioned there was a person that was in the hospital for 300 days because there was no one or nowhere to discharge to, and if the hospitals are not part of HMIS this may be missing in the PIT count. B. Mack would like more details on this.

#### **Employment Committee (EMPL):**

T. Lopez reported on this newly formed committee for the GNCOC. This will be an ad-hoc committee for now. They have 5 core members at the first meeting, which was a good sampling of stakeholders of direct employment providers. The focus is to introduce agencies regarding the specific activities, such as job development, job placement. The approach is more from the perspective of what a client will use of the resources to move forward.

Sharing effective tools for employment and they also set up a 'Linked In' group. Next meeting 11/3 @ 2:30 at So. NH AIDS Task Force. Also focusing on improving quality of referrals to the agencies.

**SuperNOFA Committee (NOFA):**

W. LeBlanc updated the GNCOC on the current status of the application to HUD. It is the annual grant process to bring approximately \$1.6 million into the community for existing HUD projects, and each year the GNCOC is required to complete this large application. The process is underway, and if you receive a request for information it is time-sensitive. HUD has really shortened the timelines for this application process so anyone requested for information needs to respond as quickly as possible.

There are two agencies interested in applying for this year's HUD bonus project under the SuperNOFA. The GNCOC must choose which agency should be included in the application. It should be in terms of who best can serve the unmet needs for the community. At the next EXCOC meeting on 10/12/11 the two agencies will present and the members of the GNCOC are invited to attend this meeting and vote. The two agencies interested in the bonus project funds are (1) Harbor Homes, Inc. and (2) Greater Nashua Mental Health Center, in collaboration with the Nashua Soup Kitchen and Shelter. B. Mack indicated that HUD has compressed the timeline and it has become challenging and burdensome for agencies to pull these applications together quickly. Ray asked how much money is involved. W. LeBlanc explained that it is \$26,000 and unlike past years can be asked to be all provided in Year 1, or it can be provided for up to a three year period. B. Doolan asked if it then gets included in the SuperNOFA in future years, and the answer is that 'yes' it becomes a regular project for renewal under the SuperNOFA process going forward. HUD wants the monies used for leasing dollars, not supportive services. M. Wirbal asked what the annual renewal amount was and W. LeBlanc indicated approximately \$1.6 million. She also asked if the two agencies could provide their application information prior to the 10/12/11 meeting. However, given the short time line between being notified of the bonus project and the GNCOC needing to vote on it, there was not a commitment by either party to be able to respond prior to the date of the meeting.

**Statewide Committees**

**Manchester Continuum of Care (MCOC): No report**

**Balance of State Continuum of Care (BOSCO): No report**

**Interagency Council on Homelessness (ICH):**

P. Kelleher was not able to attend last meeting, no report.

**Housing Action NH (HANH):**

E. Brady indicated no report this month.

**Shelter Directors Committee Meeting (SDCM):**

K. Merrill reported next meeting is later this month.

**Updates to Accomplishments Section of the 10 Year Ending Homelessness Plan:**

M. Wirbal indicated 128 Amherst Street has brought on 2 new units for single moms who are transitioning from the Nashua Pastoral Care.

**Announcements/Discussions:**

- S. Gale thanked people who have placed signs on their properties for the 6<sup>th</sup> annual Kelly Mann walk on 10/15.

- M. Wirbal indicated that the Care Center and Salvation Army will be doing the holiday signups from late October to early November, with first day at the Salvation Army starting 10/25 for signups.
- W. LeBlanc congratulated Marguerites Place on being chosen to receive \$25,000 from Citizens Bank under their Champion Award
- E. Brady asked the interns from the Mass School of Pharmacology attending today's meeting what the project was about, and one of their representatives indicated that they are looking for primary, secondary or tertiary interventions for homeless people, and also looking at subpopulations of homeless including those with HIV/AIDS, veterans, those suffering from mental illness, substance abuse and also families.
- J. LeClerc provided clarification regarding the St. Joseph Hospital Volunteer Calendar. They are looking for volunteer opportunities for the St. Joe's employees. For example, using Nashua Pastoral Care ; they have the Penny Picker program coming up, and this calendar's intent is for the St. Joe's employees to look on the hospital webpage with contact information for the NPCC and information about that event, and then employees could contact the agency and offer their services. All agencies are welcome to submit volunteer requests to the calendar, please make it as specific as you can.
- S. Owen indicated that Lamprey's Nashua Area Health Center is moving to its new home on Prospect Street on October 17<sup>th</sup>.
- B. Mack reminded all of the Project Homeless Connect is 12/6/11 from 11:30 – 3PM at 45 High Street. Next meeting is 10/6/11. S. Gail has asked if a voter population booth could be set up at this event. Even though the event is after 2011 elections, it would be to help raise awareness to the attendees about the process for registering to vote. The Project Homeless Connect will take up that issue and report back.

There being no further business the meeting adjourned at 8:55AM.

Meeting minutes were taken by Lori M. Piper, Merrimack County Savings Bank