

**Greater Nashua Continuum of Care  
Executive Committee Meeting Minutes  
August 8, 2012**

The meeting was called to order by Chair, Wendy LeBlanc at 8:35am.

Present at the meeting were Wendy LeBlanc, Beth Todgham, Lisa Christie, Peter Kelleher, Michael Flaherty, Bob Mack and Lori Piper.

The minutes of the June 2012 meeting were reviewed. L. Christie motioned to accept the minutes, seconded by B. Mack and the motion carried unanimously.

**Presentation Requests:**

W. LeBlanc reminded everyone that at the October GNCOC meeting there will be a presentation by the Asset Building Coalition regarding tax return filings for 2012. She also indicated that given the upcoming changes to the HEARTH Act that it may be necessary to allow time at the October meeting for a presentation of the changes and their impact to the CoCs.

W. LeBlanc indicated that Bob Faw of the nonprofit, Vital Cycles, has requested an opportunity to make a presentation to the GNCOC regarding their organization and the trauma training they provide. Wendy asked him to provide the executive committee with information as to how his agency may impact homelessness. We will keep Vital Cycles in mind for a future meeting, once he has responded to the homelessness impact question presented to him.

H.E.A.R.T.S. has requested an opportunity to present relative to their employment education and advocacy grant they have received from NAMI. The executive committee agreed to place them on the October GNCOC agenda.

**Ending Homelessness Committee (EHC):**

W. LeBlanc reported that the EHC voted to ask the Executive Committee to change the structure/focus of the EHC to begin the process of focusing Ending Homelessness Committee activities in real time using available data and resources to bring about greater collaboration and effectiveness in order to meet the HEARTH Act requirements and end homelessness in our community. A brief discussion took place. L. Christie motioned to change the structure as outlined by W. LeBlanc, P. Kelleher seconded the motion and the motion passed unanimously. The EC will now recommend approval of this structural change to the full GNCOC. This is now to be a more client-focused concept. It is not intended to do away with the ad-hoc wrap around committee meetings if there are immediate needs to be addressed. It is now more of a process than a committee.

**HEARTH Act:**

W. LeBlanc commented that she recently sent out the interim rules, etc. for the committee members' review. W. LeBlanc distributed the grant inventory worksheet at today's meeting, which she just received from HUD and which has a very short window of time in order to complete it. It is due back to HUD on 8/9/2012. This remains an important element of the larger, upcoming SuperNOFA process and

application, however HUD would like certain aspects of the data put into pre-populated HUD documents, therefore the grant inventory worksheet exercise. Many COCs will be challenged to complete this in such a short timeline. Gina Schaak is hopeful there will be an extension to the deadline; however P. Kelleher felt we should move forward and complete to the best of our ability by the deadline. Most of the projects needing to report fall under the Partnership for Successful Living umbrella. W. LeBlanc indicated that she will call B. Alves about the MP grant, as she was not at this executive meeting and may not be aware of the tight deadline. W. LeBlanc also commented that there are some additional changes around the amount of administrative support and that HUD may be increasing the administrative amount which can be requested from 5% to 7% and it would be new money, not deducted from the grant funds.

P. Kelleher indicated that the programs under the HEARTH Act will be called the Continuum of Care program in the future rather than S+C, SHP and Section 8 Mod rehab.

Further discussion continued about the HEARTH Act changes in general. W. LeBlanc reported that she contacted Gina Schaak to see if she could provide technical assistance with the changes, and she responded that HUD has indicated no. P. Kelleher said he believes that in NH, most of the technical assistance went to the Balance of State COC. HUD is providing less training and is expecting COCs to accomplish this task on their own. P. Kelleher shared that there are some power point presentations on HUD website that may be helpful to the process. Also, HUD is requesting comment on many portions of the interim rule, but they will not take any additional comments on chronic homelessness in the new HEARTH Act, as that had been accomplished previously. The act requires restructuring of its board (i.e. – the Executive Committee). P. Kelleher shared some information on what HUD is now calling ‘high performing’ COCs. HUD is going to pick 10 out of the 734 COCs in the U.S. as high performing COCs, and those COCs will be provided with more funds for prevention. Also, the new act will require that 80% of beds in the community need to be covered by HMIS. Other important issues: 1) need a new board within 2 years (GNCOC is well on the way with this requirement); 2) the Board must include one homeless or formerly homeless individual; 3) the COC must represent the relevant groups such as veterans, AIDS, domestic violence, etc. (our GNCOC does this); and 4) intake assessment must be a formalized process. W. LeBlanc mentioned that NH 211 could be expanded upon to help in the intake process as much of it now comes through 211. There was discussion of a ‘collaborative applicant’ process in the Act information. There are requirements/procedures regarding conflicts of interest. There is a need to reach out into the community and encourage more non-agency members to join the COCs. B. Mack mentioned that Paul Hebert, the President of the Nashua United Way would like to have a member of the United Way join the Executive Committee and he will likely be recommending Donna Arias. The EC members were agreeable to this and B. Mack was to reach out to Paul Hebert before the next meeting. There are many changes forthcoming; there is a need for everyone to revisit the guidelines and to continue to read the bulletins that are being provided.

There being no further time at this meeting, further discussion of the HEARTH Act was tabled and Advocacy Issues/Discussion was also tabled until the next meeting.

The meeting adjourned at 9:35AM. Minutes taken by Lori M. Piper, Merrimack County Savings Bank.