

Greater Nashua Continuum of Care  
Executive Committee Meeting Minutes

June 12, 2013

Wendy LeBlanc, Chair called the meeting to order at 8:35AM.

Present at the meeting were: Wendy LeBlanc, Bob Mack, Beth Todgham, Barbara Alves, Peter Kelleher, Vanessa Talasazan, Abigail Alicea and Michael Flaherty

Minutes of the May 8, 2013 meeting were reviewed. Bob noted a change to the title for Senator Shaheen and a clarification to be made in the HEARTH Implementation section. Wendy noted changes. Abigail motioned to accept the minutes; Bob seconded. Minutes were approved.

**Topics of Discussion:**

**Letter of Support/Community Council (request to transfer to new site):** Letter of support was requested by Abigail to notify HUD that one of their scattered sites will be moving. Discussion was held on why HUD is requesting such a letter – has not been done in the past when a program participant moved. Concern was expressed that doing this every time someone moved could be cumbersome. Abigail indicated they had asked “why” when the letter was requested; Wendy will follow up to see if she can get a more definitive answer. Motion was made by Bob and seconded by Vanessa that letter be approved; motion passed (Abigail and Michael abstained).

**VISTA:** Vanessa reported that they are still looking for a VISTA. To date, no strong candidates have come forward. There is a potential for a current VISTA at Harbor Homes may be able to extend their term of service and fill this position. Goal is to have someone in place by the fall.

**Meeting Attendance:** Wendy expressed concern that meeting attendance has been dwindling and the need for everyone who serves on the Executive Committee to attend meetings each month. Group has a great deal to cover and everyone should be present as issues are discussed and decisions made regarding the GNCOC, especially during this period of change with regard to the HEARTH Act. There is no Executive Committee meeting in July, but everyone should plan to attend the August 14 meeting when we will discuss if there is a better day/time for the meetings to be held as a way of increasing attendance.

**GNCOC Presentations:** Discussion started with ideas on what organization could present at the September meeting. Ideas on the table from past meetings included HPOP and United Way. Justin Kates, the Emergency Management Director for the City of Nashua had asked for the chance to address the group. Question was raised on how/if these presenters were related to homeless issues. Beth and Bob made a case for a presentation on Emergency Management; there was no further discussion on the other two ideas.

Group decided to table the discussion on possible speakers until the August Executive Committee meeting – one concern being that the NOFA is scheduled for release this summer and time at the September GNCOC meeting might be better spent in addressing strategies for the NOFA. Peter mentioned that the GNCOC meetings could/should be used to develop a plan for the next Point in Time – beginning as early as the fall.

Peter also suggested that we develop a list of criteria for what we expect from a presentation and ask that future speakers frame their program around those criteria.

Bob will let Justin know that he is welcome to attend the August meeting to give an update on his department with plans to have a more detailed presentation on emergency management in the future.

It was noted that more people are coming to the monthly GNCOC meetings; that is a good thing because it serves as a way to introduce new people to the issues as well as offering an opportunity to network with others and learn about community resources.

Beth mentioned that now that Neighborworks is more visible in the community, it might be a good time to re-invite them to come to the Executive Committee meetings. Robert has had a conflict in the past, but Wendy will ask if someone else on the staff be assigned to represent the agency at our meetings in the future.

#### **HEATH IMPLEMENTATION/SUBCOMMITTEE REPORTS:**

**Coordinated Intake:** Based on discussion on this topic at the recent Ending Homeless Committee meeting, Executive Committee anticipates a need to refocus the work of the Coordinated Intake subcommittee to make sure their work is consistent with the goal of establishing a coordinated intake system that adheres to the guidelines set down by HUD. HUD has a limited number of models they expect COC's to adopt; the goal of the subcommittee is to study those models and suggest which they feel is most appropriate for our local community. HUD did an on-line presentation on these models recently; Wendy will send the link to the presentation to members of both the Executive Committee and the Coordinated Intake subcommittee for their review.

**Guidelines:** Executive Committee members began a review of the work done by the Guidelines Review Committee; the review was not completed at the June meeting and will continue in coming months. Most major changes in the document were made to be consistent with changes in HEARTH.

**Other notes:** Both Peter and Wendy mentioned that there is talk that HOPWA might become part of the COC process.

There being no further business, the meeting adjourned at 10:00AM.

Minutes prepared by Beth Todgham of Southern New Hampshire Services.

#### **NO EXECUTIVE COMMITTEE MEETING IN JULY**

Next meeting:       Wednesday, August 14, 2013  
                              8:30-10:00am  
                              Harbor Homes