

Greater Nashua Continuum of Care  
Executive Committee Meeting Minutes  
March 12, 2014

Cate Sementa, Co-Chair called the meeting to order at 8:33am.

Present at the meeting were:

Bob Mack, City Welfare  
Barbara Alves, Marguerite's Place & MP Housing  
Wendy LeBlanc, HIV Taskforce  
Tony Paradiso, Greater Nashua Mental Health Center  
Annette Escalante, Keystone Hall  
Cate Sementa, Harbor Homes

Abigail Alicea, Greater Nashua Mental Health Center  
Beth Todgham, Southern New Hampshire Services  
Peter Kelleher, Partnership for Successful Living  
Bob Cioppa, Nashua School District  
Marcy Doyle, Lamprey Health Center

Minutes of the February 12, 2014 meeting were reviewed. Bob made a motion to accept the minutes; Wendy seconded. Minutes were approved.

Introductions were made around the table and our two new members – Tony Paradiso from GNMHC and Bob Cioppa from the Nashua School District were welcomed.

It was announced that the HMIS presentation would be re-scheduled. Donna Curley was unavailable for our meeting but will be asked to attend the April meeting of the Executive Committee. It was noted that the HMIS system has a component for addressing centralized intake that we might want to further explore.

### **Americorps VISTA**

As noted in an email sent out earlier, the VISTA resigned. The consensus of the group was that we should not pursue getting a new VISTA to replace her. It was suggested that we try to find volunteers willing to pick up some of the work the VISTA was scheduled to perform. Ana is working on recovering the funds that remain in our account. Motion was made by Peter and seconded by Marcy that once returned, the funds will be returned to United Way. They had given us the money to fund this position.

### **Upcoming GNCOC Presentations**

Idea was presented that Nashua Transit be invited to make a presentation at the Greater Nashua Continuum of Care. This had been a topic of discussion at the Ending Homelessness Committee and there was high interest .

Wendy re-emphasized the importance of having everyone involved with the GNCOC understand the HEARTH Act and how the upcoming changes will affect our work in the community. We had hoped to get Gina Schaak from TAC to do a presentation in May on the subject, but she is unavailable. Wendy said she would try to find a replacement for Gina and be responsible for having the presentation made at the May meeting.

### **HEARTH Guidelines/Updates**

The deadline for implementing HEARTH Act deadlines comes this fall. We need to re-focus our efforts on meeting these deadlines in the coming months. Developing an action plan that included a checklist and timeline of steps still need to be taken to meet the deadlines was discussed. Starting point will be a review of what the sub-committees have already accomplished so we can move forward from there. Group formed a committee that will meet separately to develop the action plan. Members are: Annette, Peter, Barbara, Wendy, Bob and Marcy. As co-chairs, Cate and/or Ana will participate on the committee. Peter indicated that we might want to consider a half-day session in August in order to work on the tasks required and "get it done."

Expansion of board membership was discussed briefly. It was noted that it's important that the meetings are of value to the new members who are recruited onto the board. Bob indicated that he saw value in the opportunity the meeting would provide to have a better understanding of what's available for resources in the community. Work in the schools currently involves making sure that homeless students have transportation to the school in their original neighborhood. They participate in the Point In Time Count, but there is currently no systematic way to distribute information.

Centralized intake was also discussed. Group hasn't met recently and there has been no meetings scheduled at the state level either. Need to make sure that those directly involved with the process are engaged in the decision-making process. This will be a topic discussed by the HEARTH GUIDELINES subcommittee when they meet.

## **Point In Time Count**

Miles has been working with the data gathered during the Point In Time Count and expressed concern in the increase in numbers reported this year over past years. They have already identified one area where information provided was inaccurate. The State has requested that our data be supplied to them by March 14. The federal government requires the data in late April. Group agreed that we need more time to make sure this data is correct. Those who submitted data need to be re-contacted and asked to double check the information they provided especially in the areas of several subpopulations. Group acknowledged that increase in numbers for this year's count might actually be an indication that we are doing a better job at recording the information. Group agreed since these figures are used throughout the year for grant applications (including HUD), that it's important that we be accurate. Barb made a motion that a letter be sent to the state indicating that we were not able to meet the March 14 deadline because of anomalies in the data collected and that more time is needed to review the data and discuss it at the April 2 general meeting of the GNCOC. Peter seconded the motion; the motion passed.

Peter indicated that the Ending Homelessness Fund is currently at \$86K. Use of this money is targeted at providing shelter to those chronically homeless identified in the PIT. That is another reason to make sure this information is as accurate as possible.

## **Other Issues/Discussion**

- **Letters of Support:** Harbor Homes, Inc. requested that the COC provide a letter of support for a line item budget change above the 10% CAP for PH3, PH5 & PH6. This change reduces the operating funds and increases those for supportive services and leasing. The change will also ensure all funds are spent.
- This is a standard practice, but needs the GNCOC's support. Bob made a motion to approve the letter of support; Marcy seconded. Motion passed with Annette, Peter and Abigail abstaining.
- **Marguerite's Place:** Barbara announced that HUD has scheduled an audit for March 20. Marguerite's Place is celebrating its 20<sup>th</sup> year this year. They have planned two days for the audit.
- **Oral Health Focus Group:** Bob announced that the Public Health Department is holding a focus group on Oral Health on Thursday, March 13 at St. Joseph Hospital. This is part of the current Community Health Assessment they are doing. They need professionals who refer individuals to dental health services to participate. Contact Bob if interested.
- **Panhandling:** Downtown merchants have received abbreviated versions of the toolkit as well as the GNCOC "business cards" to use as reference when dealing with panhandler. The committee formed around this issues continues to make outreach efforts. Another follow-up meeting was well attended by downtown merchants. The Chamber is looking into best practices used in other areas. One suggestion has been to

license panhandlers. Reality continues to be that these individuals are not necessarily homeless. Various groups continue to work together to address the issue.

- **Job Corps:** Mention was made that Job Corps is coming to Manchester. It will serve youths 18-24 and is scheduled to be completed this summer. The program will offer housing and vocational training. It was suggested that the program director might make a future presentation at the GNCOG.

There being no further business, the meeting adjourned at 9:50am.

Minutes prepared by Beth Todgham of Southern New Hampshire Services.

Next meeting:       Wednesday, April 9, 2014  
                          8:30 am – Harbor Homes