

Greater Nashua Continuum of Care
Board of Directors Meeting Minutes
Friday, April 14, 2017
Harbor Homes Inc., 45 High Street, Nashua NH

Ana Pancine, the Co-Chair, called the meeting to order at 10 am

Present at the meeting were:

Ana Pancine, Partnership for Successful Living
Alex Hamel, Keystone Hall
Kevin O'Meara, Nashua First

Abigail Alicéa, GNMHC
Bob Mack, Nashua City Welfare
Robert Cioppa, Nashua School District

Minutes of February 10, 2017, meeting were reviewed. Motion to accept minutes by Abigail, Second by Bob Mack, Motion passed.

COC Application

Ana reports Grant Inventory Worksheet (GIW) is ready for review and submission to NH HUD field representative. This relates to the amounts of grants, projects, grant numbers, etc. Deadline for submission is May 4, 2017.

It was noted PH7, and Keystone programs were merged to form another program.

Questions arose re bonus project denial to Front Door Agency Rapid Rehousing Program – it was denied as the first year applied.

It is anticipated that this year's application focus is on youth homelessness and our Bonus Project application should focus on this issue.

How well we do on the application is dependent upon our coordinated entry and policies and procedures as it will affect scoring.

Housing Inventory Count (HIC) and Point in Time (PIT) for 2017 will be used for this year's application.

The final application will likely be due in August 2017.

Tony will be the technical assistance consultant on the application again this year. She has been the consultant who has elicited great results in scoring for the GNCOC in the past.

Planning funds awarded in last year's application have not been disbursed yet.

Harbor Homes will have a HUD site visit from NH field representative Lynn Morrow, and she will be reviewing all programs as the programs have never had a site visit which is required under HUD regulations.

Letter of Support Request – Harbor Homes

Letter of support and attendance at Steering Committee explained that Ana participates on the Committee which supports a SAMHSA Grant ending in the Fall of 2017. Letter of support is for a request for proposal for a new grant providing Substance Use, Mental Health, and Housing support services. It is described as a \$400K per year grant for 3-5 years. It is not a rental subsidy program but supportive services only, and it requires collaboration with an independent data collection entity outside the agency. Keystone rapid rehousing program provides limited support to this program, and it may be beneficial to clients accessing Safe Stations.

Bob Mack put forward motion to approve a letter of support. Kevin O'Meara second. Ana, Alex, and Abigail abstained from the vote. Board vote motion passed to provide a letter of support.

Data Gathering Committee

Discussion on the need to schedule a meeting to develop scope and purpose of the committee. Committee will need to review programs, PIT and HIC, review and report on a regular basis to the general membership and ending homelessness committee.

Ana says new hire for special projects at Harbor Homes named AK who is currently working Donna Curley may be a good candidate for the vacant Data Gathering Committee Chair. Kevin agreed to become part of the committee.

Abigail put forward motion to approve AK as the new chair of the Data Gathering Committee. Bob Cioppa second. The motion passed to approve AK as the new chairman of Data Gathering Committee. Ana will communicate this to AK and Donna Curley.

Website

Discussion regarding the need for a dynamic revamp of the website with data committee contributions on a regular basis. Many of the website committee members no longer participate in COC. The question arose whether we can use planning funds for this purpose. Kevin mentioned that the company MESH that agreed to look at it would not likely work for free which is usually the case when they are inundated with requests from nonprofits. It was decided to look at the site again. Find three companies that will provide quotes to redesign website as required by federal regulations and guidelines and bring to Board for a decision on which is the best for our COC. Kevin will talk to Miles Pendry regarding access to the domain or host server.

May Presentations

Bob M. suggested having a presentation on the Point in Time Count by either Samantha Cassista or Miles Pendry. Ana will reach out to Sam to present. It was also suggested Doug present on Youth Homelessness.

Youth Homelessness Committee

Bob M. nominated Doug Howard as chair of this committee. It was agreed he was the ideal candidate, and Bob C. will communicate this development to Doug.

Policy and Procedures/Governance Charter

Ana provided handouts for review by board members to prepare for discussion identifying potential gaps and updates before next meeting given the extent of the policies.

Enterprise Bank Sponsorship

Ana inquired about board members interest in attending the May 9, 2017, fundraiser at 7:30 am at Center of NH Radisson, Manchester, NH to benefit Campaign for Legal Services. Enterprise Bank generously donated a table for 10 GNCOC board members to attend this event.

Board Resignation

Abigail Alicéa tendered her resignation as Co-Chair of the GNCOC effective May 12, 2017, meeting.

UPCOMING MEETING INFORMATION

GNCOC Membership Meeting: Wednesday, May 3, 2017 – 8-9:00 am, Nashua City Hall, 3rd Floor

GNCOC Board Meeting: Friday, May 12, 2017 – 10:0am, Harbor Homes, 45 High Street

Motion to adjourn by Abigail, second by Bob Cioppa.

The meeting adjourned at 11:10 am.

Minutes prepared by Abigail Alicéa of Greater Nashua Mental Health Center.