

**Greater Nashua Continuum of Care Executive Committee**  
Partnership for Successful Living  
77 Northeastern Blvd. Nashua NH, Upstairs meeting room  
April 17, 2019

In Attendance were: Wendy LeBlanc, Mandy Reagan, Donna Curley, Ashley Gauthier, Michael Reinke, Heather Nelson, Jill O'Neill, Kristi Schott, Roger Pitzer, Bob Mack, Pam Wellman, Maureen Margo, Maryse Wirbal, and Magaly Rios,  
Call to order 9:35am.

Introduction were made by all.

There were some edits made to last month's minutes that were motion approved and amended by Wendy. All were in favor.

Co-chair, Heather and Mandy lead the meeting today, Ashley handout Coordinated Entry(CE), NH HMIS Entry Intake/Exit Supplement, and Coordinated Entry Tool Form. It was explained to the group what happens after the forms are filled out. 211 will be notified so they can attach the full detailed Prevention diversion tool/CE tool. We asked 211 to give the client the [1-844-800-9911](tel:1-844-800-9911) number to anyone who calls in our area.

**Coordinated Entry:** Donna Curley, HMIS Project Manager from Harbor Homes Inc. explained how the data is collected in HMIS. A key issue is that many individuals don't fit in any certain category. Ashley has VI-SPDATs' in a binder with individual's information and prioritization scores but it does not get entered in HMIS because we don't know how to enter them into HMIS. Conversation on how we can better connect people to resources and finally into permanent housing. If we had an outreach worker here locally or a contact person in Nashua that 211 knows about it and they can reach out to personally like they do for Keene NH it would benefit us. The difference is that Keene has a homeless outreach worker. We need to first identify if there is an immediate need for shelter or if we need to divert them to an organization for services.

Jill is requesting a resource guide that show exactly what our organizations do and what are their requirement. List of housing support/ and program.

Do we want to continue to use the 1-844-800-9911 number? Workflow draft will be sent to all by Kristi so we can look at our workflow and bring the appropriate people to the table so they are aware of what we are doing. Another region is dealing with the same issues as the Greater Nashua area and trying to figure out what works for each region. It's a full time job to be a CE worker/outreach worker as we already have our own regular jobs.

A daily email is sent to Welfare office with available shelters from the NSK and will be forward. Currently there are 3 family shelter available in Soup kitchen. We need to identify who is in the email loop and add organizations that need to be added such as the shelter providers.

Kristi Schott COC Program Administrator Bureau of Housing Supports 2019 NOFA Prep, let us know it's a federal law to participate in CE for agencies getting HUD funding. Many changes are

coming. Roger is taking the full HMIS contract. Uploading information into HMIS isn't very beneficial . He will make a flyer with how he tracks things.

NOFA review will be skipped this month but be discussed next month. Asked committee to review NOFA Questions that were given out during today's meeting and bring it back next month with any feedback on it. NOFA is coming soon and we want to make sure we are preparing a head of time.

#### Announcements/Discussions-

- Next month we will look at our Work Flow and look at the balance of state's to review and tweak ours.
- Ashley Will email the full G.N.C.O.C to invite people who want to participate in the CE process.
- ICA is our new vendor for HMIS and will be preparing a meet and greet on May 15th. We can ask them for their advice on how we can better collect the data.
- Jill informed us that the Data committee is meeting from 1-2 is at GNMHC. The APRs are getting scored, and progress is being made..
- Current meeting times may be subject to change many providers cannot attend this meeting due to conflicts. Some agencies missing today are Marguerite's place, Bridges , Rescue Mission. Looking for better representation from all organizations. An email with a survey will be sent out to all to figure out what times work best for everyone..

Meeting adjourned 11:04am