

GNCoc Executive Committee Minutes

Wednesday August 16, 2023

Attendees:

Pam Wellman, Family Promise of Southern NH
Hannah Stohler, Marguerite's Place; *Clerk*
Wendy LeBlanc, Harbor Care; *Chair*
Heather Nelson, Harbor Care
Ashley Jackson, GNCoc Coordinator
Bob Mack, Nashua City Welfare
Chertina Walker, Institute for Community Alliances
Robyn Malchanoff, Institute for Community Alliances
Jane Goodman, Nashua Soup Kitchen and Shelter
Kyle Farrell, Harbor Care
Mike Apfelberg, United Way of Greater Nashua
Maryse Wirbal, Front Door Agency
Scott Wellman, Greater Nashua Mental Health; *Vice Chair*

1. Call to Order

- a. Wendy LeBlanc called the meeting to order at 10:02 am and led attendees in a round of introductions.

2. Approval of the Minutes

- a. Wendy LeBlanc asked for motion to approve the July Executive Committee minutes. The motion was made by Heather Nelson and seconded by Pam Wellman. All voted in favor and the motion carried.

3. Planning for September General Committee Meeting:

- a. Wendy asked for presenters for the September Meeting, focused on Stabilization Services.
- b. Mike Apfelberg will present on United Way Tutoring and other relevant programs.
- c. Request was made for connections to: Gateways, SNHS Fuel Assistance.
- d. Mike Apfelberg will reach out to Gateways, Hannah will reach out to SNHS and NHEP. Joanne from Family Promise will present on Diversion Services. Shelby Brown will present on McKinney Vento resources. NH Hunger Solutions can share SNAP/Food Resources. Front Door will present on Holiday Gift Program.

4. Updates on HUD NOFO:

- a. Wendy shared that Kyle Farrell will assume role of Data Committee Chair.
- b. Reallocation Policy –
 - i. Reallocation occurs when a program is not performing well, and the ranking committee decides to take these funds and reinvest them into a different project. We have not had to do this, but we are required to have a policy. It is recommended that we adopt a new reallocation policy, using the same template as Manchester and BOS CoCs.
 - ii. The policy allows us to either voluntarily reallocate funds based on knowing that the program will not be receiving same funding level, or involuntarily reallocate funds based on outcomes of APRs.

- iii. Wendy LeBlanc requested a motion to pass the 2023 Reallocation Policy. The motion was made by Scott Wellman and was seconded by Jane Goodman. All attendees voted in favor of the motion. The motion carried.
- c. NOFO Ranking Committee
 - i. The NOFO Ranking Committee currently consists of Hannah Stohler, Mike Apfelberg, Violet Aureli, Leslie Ronan from HEARTS Peer Support, and Zach Paone from Stepping Stones. The Ranking Committee meeting will occur on Wednesday, September 23 from 1-3PM
 - ii. Heather Nelson and Ashley Jackson will attend the ranking meeting to support with scoring. Heather Nelson shared the SHINY Tool, a new HUD tool that pulls all APRs into one consolidated spreadsheet. It should simplify our scoring process.
 - iii. Wendy LeBlanc will reach out to Violet and Leslie before the meeting to provide context.
 - iv. Bob Mack suggests that people who are involved in the grant applications attend to answer questions that come up.
 - v. Pam Wellman suggested we record the meeting so that we can reference for future questions.
- d. HUD's Housing First Assessment
 - i. Please fill out if your agency employs a housing first model, for our NOFO to get maximum available points in Exhibit One. Identified agencies that employ Housing First include GNMH, NSKS, Front Door Rapid Rehousing, and Harbor Care. Ashley Jackson will send this tool to identified agencies, and ask them to complete it by September 1.

5. Subcommittees

- a. Hannah Stohler shared a summary of the HUD Equity in Data Analysis series that Hannah, Wendy LeBlanc, Pam Wellman, and Ashley Jackson just completed. Hannah could not present and take minutes at the same time, so please see the report for more details! In summary, the Workshop series participants recommend that the Executive Committee update our governance structure post NOFO to make room for more PLEE to participate at the leadership level.
- b. Heather Nelson shared that Manchester has a support process to help BIPOC/PLEE individuals to meaningfully engage. They don't just place someone on a committee, but ensure that they have the supports in order to engage. Pam Wellman agreed that an orientation/training is crucially important. We discussed the advisory board/committee model as an option.
- c. Wendy LeBlanc shared that our Planning Grant Funds have been increased, and that we may be able to use a small portion as stipends for PLEE to engage in committee work.
- d. Bob Mack shared that part of why we added all Executive Directors to the committee in the past was so that we had Executive Committee members who could make decisions on behalf of their organizations.
- e. Jane Goodman suggested we develop a Strategic Plan for the CoC that integrated these DEI recommendations, and asked whether there were any planning funds to support development of a strategic plan. Pam Wellman suggested that since the City is looking to get more involved, they may have funding to support Strategic Planning.
- f. Heather Nelson shared that Doug Howard and Heather created a DEI and PLEE engagement strategy last year, and will send it out to compare.

- g. Bob Mack shared that the City of Nashua is working on committee assignments. Conversation was had around City involvement on Executive Committee and other committees. Overall, we welcome greater engagement from City officials. Wendy shared a list of individuals who the City plans to appoint. The group discussed that it would also be important for someone from Planning, Zoning, Economic Development and the Housing Authority to participate.
 - h. Bob Mack made a motion to make Kyle Farrell the new Data Committee Chair. Wendy LeBlanc seconded the motion. All attendees voted in favor and the motion carried.
 - i. Wendy LeBlanc requested a motion to accept the HUD Equity and Data Analysis Community Workshop Report. Heather Nelson made a motion, which was seconded by Pam Wellman. All attendees voted in favor, the motion passed.
- 6. Adjournment**
- a. Wendy LeBlanc adjourned the meeting at 11:30 am.