

GNCOC Executive Committee Meeting

October 18, 2023

Attendees:

Pam Wellman, Family Promise of Southern NH
Kathy Farland, Stepping Stones
Chertina Walker, Institute for Community Alliances
Wendy LeBlanc, Harbor Care, *Chair*
Ashley Jackson, GNCOC Coordinator
Scott Wellman, Greater Nashua Mental Health, *Vice Chair*
Maryse Wirbal, Front Door Agency
Heather Nelson, Harbor Care
Henry Och, Harbor Care
Mike Apfelberg, United Way of Greater Nashua
Bob Mack., Nashua City Welfare
Hannah Stohler, Marguerite's Place, *Clerk*

1. Call to Order

- a. Wendy LeBlanc opened the meeting at 10:01 am and led the group in a round of introductions.

2. Approval of the Minutes

- a. Wendy LeBlanc asked for a motion to approve the September 2023 Executive Committee meeting minutes. Pam Wellman made the motion, which was seconded by Scott Wellman. All voted in favor and the motion carried.

3. November General Committee Presentations

- a. Wendy LeBlanc shared that we only have one presenter scheduled for the November Presentations topic of serving individuals with disabilities, and asked whether we should consider a different meeting topic. Wendy shared that next month, committee chairs will begin attending the Executive Committee meeting and at the December meeting, her plan was to have them speak about their committees to encourage others to sign up.
- b. Pam Wellman suggested maybe we have presentations on children's resources, including Friends of Aine, Adult Learning Center, United Way tutoring program, and more.
- c. Mike Apfelberg asked if it was necessary to have resource presentations or if we should instead use the time to discuss what is happening in the community; we are all fielding questions about the encampments and it would be helpful for the General Committee to have access to the same information so they can support by sharing accurate information to the wider community.
- d. Chertina Walker from ICA shared that they would like to present data more frequently and could give an update on our current data at the November meeting. The group discussed points to highlight in this presentation, including length of stay in shelters, last zip code, address, comparative data over the last three years. Heather Nelson mentioned that Bob Keating stated the number of individuals that Nashua Police Department have identified in the encampment, and it would be interesting to hear about their data as well. It was agreed that we will provide a list of data points to ICA to present on.
- e. In addition to the data presentation, Bob Mack agreed to present an update on the encampments, Kathy Farland will provide an update on the YHDP grant. We will delay this month's presentation topic until a later date.

4. YHDP Grant Update/Overview by Kathy Farland

- a. Kathy Farland shared details on the Youth Homelessness Demonstration Project:
 - i. Our community is receiving \$1.25 million dollars (separate from the general HUD NOFO) over a period of two years.
 - ii. The grant is different than other HUD grants, asking our community to formulate our own plan to reduce/end youth homelessness with these funds. The planning group is made up of several agencies in our community, and the grant specifically focuses on homeless, unaccompanied youth.
 - iii. As a community group, we will put together a plan of who the youth are, what services are already here, and what services are missing. The Planning Committee meets twice a month for 5 months to construct this plan and submits it to HUD by March 20. In addition to the Planning Committee, there is a Project Management Committee which supports the planning committee by managing paperwork, so the Planning Committee can focus primarily on the brainstorming/programmatic ideas.
 - iv. Once the plan is approved, we can then submit a RFP, which are due July 1, 2024. Funds will then be available in September. We will need a ranking committee when the time comes. The Youth Action Board are involved in both the planning committee and project management committee, and have complete veto power over any project. Both the Youth Action Board and the CoC has to agree to the projects, and then they have to be approved by HUD.
 - v. YHDP funds eventually become general HUD NOFO funds; the planning grant is for two years, and after 5 years they are integrated into our larger HUD NOFO.
 - vi. The Youth Action Board has four members, and is actively seeking more members. They meet once a month on Wednesday mornings. Each member sits on a CoC committee, bringing information back to the YAB and representing the voice of the YAB on those committees. They are paid \$15/hr for participation in these meetings, attending trainings, and meeting with the HUD TA Advisor.

5. Discussion of Revising Governance Charter to enhance PLE/BIPOC participation

- a. Wendy LeBlanc asked for suggestions on how to structure the process of revising our governance charter in order to improve meaningful participation of persons with lived experience of homelessness and people identifying as BIPOC. Our current governance charter has ~18 suggested members, and we need to improve focus on the governance/bylaws of the Executive Committee.
- b. Wendy also suggested that we focus on doing strategic planning; sharing the example that we need more rapid rehousing in our community; we are losing funding opportunities because of it and could be supporting more individuals in need if we had it. Developing a strategic plan to assess what the need is, and to potentially reallocate funds to help close the gaps. Maryse Wirbal shared that she thinks we should look into an outside facilitator to develop our strategic plan, and we discussed funding availability for this. Henry Och stated it would be important to start with a comprehensive needs assessment; releasing an RFP to have consultants complete the comprehensive needs assessment. Funding was discussed for this as well. Kathy Farland shared that this is exactly what the YHDP grant is doing, just for a subset of our population. Pam Wellman recommended looking to NHCF and Women's Foundation for capacity building grants and volunteered to look into it.

- c. Mike Apfelberg said it would be worth talking to Bobbie Bagley and the City about using any opioid abatement funds to support this strategic planning.
- d. Hannah Stohler shared that per the DEI report that was compiled this summer after the HUD DEI series that Hannah, Pam, Wendy, and Ashley participated in, we wanted to update our Governance Charter and shift membership to drive improved DEI/BIPOC participation by the end of this year, however given these conversations that seems premature. Hannah stated that strategic planning seems like an important next step but thinks it's important that we prioritize including PLE/BIPOC community in the strategic planning to ensure it is not an echo chamber.
- e. Wendy LeBlanc shared the White Dominant Culture document, which was shared by our HUD TA Ben. It helps us to look at our work through an equity lens. Systematically, some of the norms in the document are present in our Committee and in the GNCOC. Hannah Stohler shared she found the norm about Executive leadership versus allowing space for other leadership to be accurate for our group. Pam Wellman stated she believes our responsibility as Executive Directors is to make space at the table for future leaders and to bring other's thoughts in, and that succession planning should be an important part of our strategic planning.
- f. Bob Mack asked what these shifts would look like. Wendy LeBlanc shared that YHDP's process is an example; the youth leaders are telling us what is the biggest need for our community. Hannah Stohler stated that while we center voices of BIPOC/PLE community, it's important not to make sure we're not tokenizing people; Maryse Wirbal agreed, and also stated it's important that we don't just do this to be reactionary to HUD but to be proactive in supporting our community. She shared examples of the growing Brazilian community and Elderly population in need of housing support.

6. Committee Assignments

- a. Wendy LeBlanc asked all Executive Committee members to increase participation on subcommittees. We discussed the following committees and the corresponding Executive Committee members committed to attending the respective committees:
 - i. Coordinated Entry Committee- Maryse Wirbal, Pam Wellman, Jane Goodman
 - ii. Outreach Committee – Pam Wellman, Bobbi Bagley (Chair); include focus on diversion here
 - iii. Data Committee – Scott Wellman, Maryse Wirbal, Wendy LeBlanc, Heather Nelson, Bob Mack
 - iv. Employment Committee – Tom Lopez
 - v. Veterans Committee – Krysten Way, Henry Och
 - vi. Youth Homelessness Committee – Hannah Stohler, Mike Apfelberg, Kathy Farland, Shelby Brown
 - vii. Funding Committee – Wendy LeBlanc, Pam Wellman, Heather Nelson
 - viii. PLE Committee – Tonya. If we move forward with this committee post our governance redesign, Heather Nelson shared she was interested in planning/leading this committee.
 - ix. Health Care Committee – Bob Mack, Scott Wellman, Henry Och
- b. Joining the Executive Committee as Committee Chairs are Kyle Farrell (Data Committee), Tom Lopez (Employment Committee), Bobbi Bagley (Outreach Committee), Meg Caron (Mayor's Office) Doug Howard or Denise Jackson (CE).
- c. Mike Apfelberg asked what the function of the PLE committee was, and wondered whether rather than a stand-alone committee, PLE should be embedded in all committees.

The group answered that this was a HUD requirement, but it isn't currently an active committee. It was determined that this should be addressed in our Strategic Plan. Scott Wellman stated that we need to get PLE embedded in other committees before launching a stand-alone committee.

- d. Mike Apfelberg asked about the marketing committee, which previously existed. Wendy LeBlanc shared that once we received a planning grant, these responsibilities shifted to Ashley's job description. Hannah Stohler stated that our communications strategy should be addressed in the Strategic Plan as well.
 - e. Ashley Jackson asked if it would be possible to switch website platforms to improve the functionality of the GNCoC Website. The group supported this request, and she is going to look into it.
 - f. Mike Apfelberg asked who our current aldermanic liaison is; it is no longer Tom Lopez. It is believed that it is Alex Comeau. He stated it would be important for them to attend our meetings.
- 7. Other Business**
- a. Wendy LeBlanc asked attendees to begin thinking about meeting topics for next year. Most CoCs only meet four times a year. We will consider less presentations and more of a mixed agenda for 2024.
 - b. Mike Apfelberg expressed appreciation to Wendy LeBlanc for her leadership of our CoC. In his words: "Leading us as an Executive Committee is like herding cats. You have done a great job of leading while expressing your own vulnerability." The group agreed!
- 8. Adjournment**
- a. Wendy LeBlanc adjourned the meeting at 11:32.