

Greater Nashua Continuum of Care Executive Committee

77 Northeaster BLVD- Partnership for Successful Living, Upstairs Meeting Room

October 17, 2018

In Attendance were: Mandy Reagan, Magaly Rios, Bob Mack, Michael Reinke, Heather Nelson, Wendy LeBlanc, Maryse Wirbal, Jill O'Neil, Gary Hooper, Ashley Gauthier, Maureen Magro

Call to order 10:00AM. Minutes to our September meeting was reviewed. Michael Reinke made a motion to approve the minutes second by Heather Nelson. All in favor. Jill brought Maureen Margo today to introduce her to the committee to attend future meetings when Jill cannot be present. Maureen will then represent her.

GNCOC Coordinator: It's been about a week and half since we have hired a Greater Nashua Continuum of Care Coordinator. We welcome Ashley Gauthier! She is very committed and eager to help us be the best GNCOC we can be. She's been reviewing and getting familiar with our policies and the potential deadlines for when things are due within the GNCOC. She will be attending all of GNCOC's subcommittee meetings and has come up with a timeline with targeted dates and deadlines to keep us on track.

Ashley has already been getting involved within our community by assisting the Rotary Club with toiletry bag donations. She was able to bring the toiletry bags back to our organizations so that our clients could benefit from them. Ashley will be updating the monthly minutes as needed for corrections to support Magaly.

During this month's GNCOC meeting it was discovered as members that we need to work on getting our minutes to the Executive Committee in a timely manner. Historically, we've always had the minutes uploaded and available for the public to view on the Greater Nashua Continuum of Care Website. The Chairs are working very hard to make sure that the minutes are available to the public as well as getting the minutes sent out to the full GNCOC community. Due to the reconstruction of our GNCOC Website, it's been difficult to get the minutes onto the site, but if you wish to view the minutes Heather has them available and ready for posting.

2019 GNCOC Application: We've realized as a committee that we need a new consultant to assist us with next year's application process. We've been working with the same consultant for many years now and due to the limited options, we have to select from, it's become challenging to find someone that's willing to commit to working with us. It's been noted that we need to start looking for someone who will be more available and more responsive during our application process. We appreciate the help that the current consultant was able to provide us with, but due continuous scheduling of vacations made it hard to communicate during critical deadlines of the application.

PH Openings: There will be some upcoming availability for those that are Chronically Homeless. The Maple Street Shelter has four chronically housing individuals, Safe Haven has one person, and The Nashua Soup Kitchen and Shelter has four CH individuals. Michael mentioned to Heather that she could reach out to Olga Cruz regarding the names of those four individuals who are chronically homeless. Upon conversation it was discovered that Greater Nashua Mental Health Center also has two CH individuals. For each CH individual, a Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) needs to be done to prioritize who is most vulnerable.

Data Chair: Jill has volunteered to be the interim Data Committee chair to get the committee started. Jill will get in touch with Donna Curley from HMIS to have her pull reports, so that we can have a better idea on the number of people staying at the shelters, as well as other necessary information on the COC funded programs. Due to the lack of data reporting over the years it's become obvious that we don't have anyone available to pull the reports. Jill will ask each committee member to bring their own report. For those that don't use HMIS, like The Rescue Mission will have to bring their own data. This way we can have quarterly reports presented at our GNCOC Executive Committee meetings.

Next meeting will be held on November 21st at 45 High Street Nashua, NH from 9:30am – 11am. We will send out an email with the location information once we confirm the room.

Point in Time Meeting: Our new GNCOC Coordinator will be attending the PIT meeting on October 22nd in Concord NH. There will be a dial in option. Heather will send out the code information for those who can call in.

We need to be aware and careful not to collect any medical information as that is violating HIPAA. As practiced, we must protect our clients' medical and personal information.

The Sub- Standard Housing Committee meets on a monthly basis. We've been wanting landlords to attend our GNCOC Executive Committee meetings whereas one of the main issues we face is that landlords don't feel comfortable renting to folks who have a subsidy. If we educate landlords on the benefits of having individuals living in their units with supportive services, this will hopefully encourage landlords to rent to our clients.

Website updates: It was determined that our GNCOC Coordinator will be the admin for our website. Miles met with us today to let us know that Neil Tozier, (Partnership for Successful Living, IT) will meet with Ashley to teach her how to use WordPress and how to log in and update things on the website as needed. Things can be sent to Ashley directly with a website request form that will be created for things to be included on the website. If there are any questions as to what can be put on the website, then that can be addressed with this committee. Ashley will have the GNCOC website as her home page, so she can look at the website every day and be able to see if things need to be updated. This Committee is to look at the website and let Ashley know if there are any errors, or changes that need to be made. We're hoping to have the new website up and running by next Wednesday.

Stay tuned for the location of our next meeting November 21st from 9:30am- 11:00am. Michael will send out an example of the Nashua Soup Kitchen's Agenda for us to look at for possible formatting ideas. It's important that we stick to the agenda and for members to talk about the things that are scheduled to be discussed during each meeting, so that we stay structured. If there are things that you want to talk about in the meeting please contact Ashley or one of the Chairs prior to each meeting, so that those topics can be put on the agenda for discussion.

Meeting adjured 11:47AM

Minutes taken by Magaly Rios Senior Case Manager, Southern NH HIV/AIDS Task Force, PSL

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