

Greater Nashua Continuum of Care Executive Committee

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

September 19, 2018

In Attendance were: Magaly Rios, Bob Mack, Michael Reinke, Heather Nelson, Dawn Reams, Wendy LeBlanc

Call to order 10:05AM. Heather Nelson lead the committee as Mandy is on vacation. Minutes from our August meeting were reviewed. Bob Mack made a motion to approve the minutes second by Heather Nelson. Motion carried.

NOFA is done and was submitted. There are some new HUD requirements on the NOFA that we don't currently have in place but are working towards in the upcoming year. It was sent out to the general assembly and executive committee for review and was also reviewed and worked on by the HHI/PSL grant writers. Discussion took place about the possibility of getting a local consultant for next year's NOFA as it was challenging having a consultant that was not readily available and for onsite visits. The group also discussed that the Executive committee as well as the data committee should have been more active in this process. Discussion took place about the cancelling of the ranking meeting due to the consultant not being available and lack of members available for the meeting. The process was more carried out electronically rather than in a face to face meeting. The group talked about starting the process of planning for the NOFA in advance and delegating the tasks rather than the chairs taking on all of the responsibility of completing all of the necessary tasks.

The structure of the data committee needs to be reorganized as the current chair has asked to step down due to a conflict of interest in other duties. We are collecting CE data at this time however it's not able to be shared due to releases which are currently in process of being developed. The group discussed that it would be ideal if someone from HMIS lead this committee as they can collect the data and then report it back to us. Someone need to ensure the coordinated entry data gets entered into HMIS so that this can be tracked. Members of the group feel the PSL needs to come up with a plan on how we can make this work and have folks commit to come to this meeting as our funding relies on the data.

Currently we have a grant that we can use to hire someone to work directly for the GNCOC that can then assist us with the challenges we are facing. There were additional concerns that the Executive Committee is not always being included in decision making processes and should be involved in the interview process. Heather acknowledged that she and Mandy have been taking on the duties of the NOFA application due to tight HUD deadlines, lack of responses from committee members, and will work on delegating more whenever possible. She is going to send out the job description to the Executive Committee and Wendy offered to also post it on our Facebook page to help with recruitment.

The members of the Executive Committee that were present at this meeting agreed that we are requesting that the October Executive Committee meeting be focused on hearing from Harbor Homes/PSL on their plan to staff the COC so that we can effectively carry out all the HUD

requirements. This would include the COC coordinator through the planning grant, as well as a data committee chair. If HHI/PSL is unable to meet these objectives, we would like to discuss the possibility of merging with the BOSCOG.

Coordinated Entry (CE)- is being done in different ways by the various agencies involved. Next month the Ending Homeless Committee will be focused on how to fill out the CE intake form correctly. Folks are referring people to 3 different places. It's like we are doing the same thing 211 is doing and that was not the intent of this. All CE intake workers are requested to be present at the next Ending Homelessness committee on October 3rd after the general assembly meeting.

The November GNCOC Presentation will be NH Coalition against Domestic & Sexual Violence along with Bridges.

The GNCOC website is coming along. Will soon be live. We will need someone to be the admin to this, to be able to log in and add things to it and update it as needed. This will be a task that can be done by the new COC Coordinator.

Safe Haven is currently at Maple Street. It is not ideal for the Safe Haven or shelter guests. HHI is requesting they move back to 14 Amherst Street as 14 Amherst St. has a kitchen and more space for the residents. 14 Amherst St. will be vacant on the 30th of this month. HHI asks for approval from this committee to move, since it will need to be communicated to HUD that the COC approves. Wendy made a motion to move forward with this move. Mike seconded and all were in favor.

Kristy at BHS wants to know who is coming to the VI-SPDAT meeting. Someone from an agency who gets PH funds or ESG funds needs to attend. Heather will reply and attend.

Terms- It was noted that some folks' terms expire in September 2018 and need to be reappointed to the executive Committee. Heather reviewed the list of names and then made a motion to approve reappointment. Bob seconded the motion and all approved. Heather will notify the folks not at today's meeting who were reappointed,

Heather and Mandy will both be away during the October GNCOC meeting. Heather will ask Gary to chair the meeting and if he is not available, Bob agreed to do so. Heather will provide Bob with the minutes from this meeting to review at the GNCOC meeting.

Meeting adjured 11:30AM

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