# HHC Advisory Board

## Meeting Minutes

November 8, 2022

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| Present: | Joe King, Megan Stuart, Sarah Schutt, Renee Jensen, Monica Brown, Amber Vander Ploeg, Sherrain Clark, Kelly Gonzales, Kristian Petersen, Danielle Johnson, Andrea Wandersee, Nan Eaton, Mary Rathbun, Cheyenne Martin, Rex Beverage, Allison Brooks, Martin Skahen, Marlene Klock, Laurie Rolnick, Miranda Spencer, Sue McMahon, Diana Jakimoski, Stephanie Pasquale, Diane Cooper-Currier, Liz Vuillemot, |
| Next meeting: | January 10th, 2:30 pm, via Zoom |

1. Announcements

The meeting was called to order at 2:32 pm. Introductions were made. Chair Joe King asked if there were any edits requested on the previous meeting minutes. No edits were requested. Mary Rathbun motioned to approve the meeting minutes. Monica Brown seconded the motion. The previous meeting minutes were approved unanimously.

1. HMIS Policy Review

Sarah Schutt shared the policy review for HMIS operations.

* HMIS Admittance Policy
* HMIS Fee Policy
  + There was a robust discussion about moving forward with charging for non-essential licenses. The cost for non-essential licenses is $237.50 per year.
* HMIS Removal/Access Removal/Termination Policy
  + There was no formal policy about this and the HMIS team had an agency violate several of the requirements which caused the committee to create a formal policy for agency and programs.
* HMIS Training- Changes

Joe King asked for a motion to approve the HMIS policy changes. Nan Eaton motioned to approve. All were in favor. The new HMIS Policies were approved unanimously.

1. Annual State of Homelessness

The HHC team needed to remove the zoom option for the meeting, as it was too involved to be done well. Megan requested board members to help fill the panel to speak about what Central New York can do to end homelessness. Monica Brown graciously accepted to be on the panel this morning, but there is still a need for more board members to volunteer.

1. Point In Time Count

Sarah Schutt shared the PIT count reports. She gave a short description of what the PIT count is and why we do it.

The board needs to be aware of the HUD options for PIT methodologies:

* Complete Census Method (this is historically what CoC NY-505 has done)
* Sample and Extrapolation Method

The proposed date is Wednesday, January 25th with a snow date of Monday, January 30th. For Onondaga and Cayuga Counties, the respective Rescue Missions will host as the headquarters and Oswego, historically it’s been Oswego County Opportunities.

Joe King asked for a motion to approve the complete census method for the CoC’s PIT Methodology. Marty Skahen motioned and was seconded by Amber Vander Ploeg. The PIT Methodology was approved by the board.

Joe King asked for a motion to accept the proposed date of January 25th. Laurie Rolnick motioned to approve. Nan Eaton seconded. The NY-505 PIT count date was approved unanimously.

1. Committee Updates

City of Syracuse: Sue McMahon shared CDBG home and ESG RFP are all spent out now. They were due December 2nd.

Onondaga County: Monica Brown shared that the county done with ESG, however CDBG still has $11,000. ERA has a small amount for security deposits. They are seeing an increase of large families experiencing homelessness, 16 families of 5 or more individuals. Rescue Mission has increased beds for single homeless women. The Father Peter Young ribbon cutting is on Monday. RFP money for rental assistance, initially was for 2Gen, will be spearheaded by Temporary Assistance. Monica congratulated Kelly Gonzalez and CCA are their certification completion. All shelters are certified in Onondaga County.

City of Auburn: Renee Jensen shared that the city of Auburn is starting community participation for CDBG action plan there will be planning meetings. There will be additional feedback in December.

Cayuga County: Mary Rathbun shared that DSS in Cayuga- ESFP community, new year for STEHP. They are also seeing an uptick in families 18 homeless families. There are no family shelters in Cayuga so it’s all hotels for families.

Oswego County: Diane Currier-Cooper shared that in Oswego County, they are seeing an uptick in homelessness in general. There are 20 ESSHI beds opening next Thursday. OCO received funding for a transitional living program for homeless youth.

REDI: Committee has been on hiatus. The HHC team is planning on doing an event to release the racial equity report in early 2023. The meetings will resume in January

PES: Marty Skahen shared we are waiting for the NOFA and SNOFO results

Health and Housing Committee: was requisitioned into the SNOFO committee for the severe service needs. The meetings will resume in January of 2023.

PPA: No update to give.

CAB: still planning on doing some peer support panels in the shelters.

YAB: Our CoC was not awarded YHDP. The YAB is currently working on recruitment.

1. Adjournment

The chair asked for a motion to adjourn: Rex Beverage motioned.

The meeting was adjourned at 3:54 pm.