

**GA-506 Marietta/Cobb Continuum of Care
Cobb Homeless Alliance Board Meeting
December 12, 2023
12:00pm – 1:30pm**

Minutes

Members Attending: Carolyn Bridges, Noel Taylor, Christianna Jackson, Jazmyn McCloud, Dayna Parker, Bryan Stephens, Marcy Stidum, Kelsey Thompson-White, Maj Patrick Bonito, Mallori Bruning, Allyson Borges, Melanie Kagan, Cheryl Musial, Dan Johnson

Staff Attending: Joan Toder (CFR), Alexandra Macdonald (CFR)

Overview

This is the regular bi-monthly Continuum of Care Board of Directors Meeting. The Board will review what needs to be accomplished for the remainder of the year and what has been done so far.

Welcome

Melanie Kagan welcomed everyone and called the meeting to order @ 12:04pm.

Attendance and Proxy

Proxies: Melanie has the proxy for Martha Logan. Kelsey has proxies for Falecia Stewart and Irene Barton.

Kelsey confirmed a quorum.

Minutes

Minutes from the October 10th meeting sent out for approval.

Motion on the table: Accept October 10, 2023, minutes as written – Maj. Patrick Bonito

Seconded by: Bryan Stephens

Motion passed unanimously.

Strategic Focus Groups

Analyze Data – KSU Engagement Update

Kelsey gave an update on the KSU engagement. Kelsey and Melanie met Matt at KSU. MOU is in place and project has started. Currently meeting as a planning group and selecting the work groups. Will have monthly meetings starting in January 2024. Project should run from January through June/July.

The Data Committee has been meeting monthly and reviewing the CHA website to make sure the data is updated.

Melanie stated that the MOU with Cobb County Schools has been finalized and signed for the upcoming year. Thanks Dayna!

Awareness & Community Engagement

Website is LIVE! Cobhomelessalliance.org

If you have not had a chance to view the website, please take a look. Media release went out about the launch of the website. Please contact Nicole if you see anything on the website that needs to be corrected or updated.

Cheryl reviewed some of the changes that were made to the website since the last meeting. Press release included volunteer callout for Point-in-Time Count.

Point-in-Time Count

Melanie advised the group that she, Kelsey and Nicole meet the week before Thanksgiving with officers from the different police municipalities within Cobb County as well as Cobb Police. The group meet at CEMA and went over the plan of the PIT and how collaboration with law enforcement would help make the initiative a success.

Melanie explained the Sheltered, Unsheltered, Housing Inventory and Service-Based Count for the newest Board members.

Law enforcement plays a critical part in the planning for the PIT because they are the first ones to encounter people experiencing homelessness as well as know where the homeless encampments are located. Information gathered from the meeting suggested that about 23 teams would be needed in order to canvass the entire county.

The call out for volunteers will begin in January 2024 and there will be mandatory training for those who want to participate. Melanie reminded the board that all of the funded agencies are required to participate in come capacity. Expects for each agency to send at least one – two volunteers to help participate. We will work the organizations who conduct outreach: The Zone, Shady Grove Baptist church and The Salvation Army.

Melanie asked that if anyone on the Board has any connections or willing to ask, we would like gift cards from McDonalds, RaceTrac, anyplace where someone could stop in to grab a bite to eat or get gas.

Signup for the Point-in-Time Count is accessible from the Cobb Homeless Alliance; however, Nicole can send the link out as well. If any of the agencies has employees sign up to volunteer, please let Nicole know so she can keep track.

Jazmyn McCloud from CDPH has donated Hand Warmers for the volunteers and the people they will encounter. There is a card attached to the hand warmers with information about CDPH and the two points of entry for Coordinated Entry.

Dayna Parker and Nicole are working together to identify families who are homeless within the Cobb County School District. As of now there are 50-60 families that are living in their cars, and we are working on a plan on how to best count these individuals. We are hoping to partner with WellStar Emergency Department at Kennestone and Cobb, for them to participate in the Service-Based Count to survey individuals who come through the emergency room.

Command Center will be at CEMA, everyone will be expected to meet there first, get briefed on their assigned locations, connect with their officer, and then head out to count.

Marietta Housing Authority Voucher Project

Carolyn gave an update on the project. LiveSafe submitted six candidates who were in there transitional and/or rapid program. Out of the six that were screened and sent over to MHA, three have been awarded vouchers. Nicole is currently working with Open Doors to get these families housed. Working on identifying clients for the next phase of vouchers.

Melanie reiterated that these vouchers are not temporary, they are housing choice vouchers made available by MHA to assist families that are homeless.

Noel Taylor from MHA advised the group that the vouchers were applied for from HUD with little restrictions. The wait list was opened, 2,000 people signed up and they randomly selected 750 applicants. There are two senior projects opening, Danbury on Hwy 41(old bowling alley) and Alexis Parc by the hospital.

Kelsey asked Noel, what is the current utilization rate for individuals who were awarded vouchers to how many people are able to find housing that will accept the vouchers. Noel stated they are right at 94.6% utilization.

Board Nominations & Vote for Approval

Melanie explained that the board did not have a Governance or Nominating Committee this year, no new members to bring forward. Amy Barrow will take Nicole Lawson's seat. Bryan Stephens will be rolling off due to term limits.

The Board will vote on the following:

Chair – Kelsey Thompson-White

Vice Chair – Melanie Kagan

Secretary – Christianna Jackson

Seat Replacement: **The Extension:** Dan Johnson, Deputy Executive Director

United Way: Amy Barrow

Kelsey nominated Melanie Kagan to be Vice-Chair unless there is another nomination. Melanie stated that the goal is to have more people involved in the leadership of the Board. Serving in an Officer capacity is to keep the Governance going, you have support from the entire Board, Carolyn, Joan, Alex and Nicole. There will be a more concerted effort going forward with the Governance Committee and Nominating Committee. Do not have to wait until next year to fill the seats. The board can have a mid-year vote. Melanie would like to fill the seats with individuals not in the homeless industry who are interested in the work done by the Cobb Homeless Alliance. The more robust the board, the better the decision-making process and more resources. The role of the Cobb Homeless Alliance is very important; it brings a lot of money to the community. If the Board knows of anyone that would add insight and value, please give the names to Kelsey and Melanie to vet.

Motion on the table: Accept Nominations for New Slate of Officers and Slate of Directors – Bryan Stephens

Seconded by: Dayna Parker

Motion passed unanimously.

APR, HMIS Updates and CE Updates

Melanie advised the group that Elliot Carter, CES, who was employed under MUST Ministries has resigned. Melanie went over the history of how MUST ended up with the CES position in house. Melanie and Carolyn offered to bring the CES position back under the Collaborative Applicant (CFR). There is a pending MOU with MUST to be a subrecipient of the grant. CFR is actively hiring, and it is listed on the Work for Good website.

Joan went over the APRs and HMIS updates.

- Longitudinal System Analysis report (LSA) due 1/17/24
- System Performance Measures (SPMs) due in February 2024
- Coordinated Entry APR – due 2/28/24

Agency	Program	FY	Pgm Type	Grant Begin Date	Grant End Date	1st Draft to Joan	APR Due to HUD
CFR	RRH Consolidated	FY21	RRH	10/1/22	9/30/23	11/14/23	12/29/23
MUST	RRH - Adults	FY21	RRH	12/1/22	11/30/23	1/14/24	2/28/24
MUST	CE	FY21	SSO	12/1/22	11/30/23	1/14/24	2/28/24
LSR	TH	FY21	TH	1/1/23	12/31/23	2/14/24	3/30/24
MUST	Cobb S+C SSO	FY22	PSH	2/1/23	1/31/24	3/16/24	4/30/24
MUST	PSH II	FY21	PSH	2/1/23	1/31/24	3/16/24	4/30/24

Alexandra went over the Coordinated Entry Numbers

- Nicole will send out the updated CE Document with the minutes.

Dayna had a question about the No-shows/unable to contact. Looks like the numbers have decreased since last year, what happened?

Melanie stated that the overall referrals are down, so it may just be referrals are getting done quicker. Joan mentioned that once a CES is in place they will be able to answer questions about the trends. Alex is only pulling the numbers to complete the report but doesn't know the "why".

Kelsey questioned that the report showed 16 referrals but 24 results, is that a carryover from the previous month. Alex explained that referrals and results are looked at separately, the outcome or result of the referral does not always happen within the same month.

Alex pointed out that even though referrals are down, the services provided are the same as last year. Carolyn mentioned that CFR is not accepting referrals due to staffing. The same with MUST.

Upcoming Board Retreat and Future Meetings

Melanie stated that since Covid we have conducted meetings via Zoom, however prior to the meetings were held in person. Melanie appreciates the ease and convenience of Zoom meetings, at times if feels like everyone is not as highly engaged. The Board only meets 6 times per year (every other month), so it is imperative that when we meet, everyone is engaged.

There will be an in-person Board Retreat scheduled for Tuesday January 30, 2024. The purpose of the meeting is to educate everyone on the responsibilities that CHA Board is mandated to fulfill according to HUD. We will discuss strategies and plans for the next 12/24 months as we work with KSU and the next funding cycle.

Going forward there will be three meetings in person and three via Zoom. Nicole will send out the calendar invites. Mallori Bruning stated that LiveSafe can also host meetings.

Announcements

Thank you, Bryan, for your services! Thank you, Melanie, for being the Chair for the past two years.

Please share the information on the Point-in-Time Count need for volunteers.

Melanie adjourned the meeting at 1:07pm