

Carroll County, MD Circle of Caring Homelessness Board

Continuum of Care – Executive Board

Meeting Date: August 28, 2023

Time: 2:00 pm

Location: Virtual on GoToMeeting Platform

Chair: Celene Steckel

Topic Discussion

Attendance - Jason Martin, Ed Singer, Danielle Yates, Celene Steckel, Stephanie Halley, Kevin McGinnis, Tammy Black, Amy Baker, Scott Yard, Joanna Waters, Corey Hardinger, Roberta Lawrence, Cristina Castillo, Dotty Dalphon, Debby Standiford, Victoria Parks, Jennifer Graybill, Vicky Kretzer, Nicole – CCVIP, Gina Valentine, Samantha Brong

1. Welcome and Announcements from Board Members
 - Welcome and introduction of Ed Singer as the new Local Management Board Manager
 - Gina Valentine – Seniors on the Go Expo, September 13, 9am-2pm at the Shipley Arena
2. Approval of July 24th Meeting Minutes
 - Past Meeting Minutes will be posted online
 - Tammy Black motions to approve with Celene correction; seconded by Scott Yard; July 24th minutes approved with no objections
3. Shelter Utilization – Jenny Graybill
 - Night by Night – 40 individuals which is high for the summer season
 - Adult only has seen a reduced capacity
 - Homeless per fiscal year that were outside of Carroll County:
 - i. FY 22 – 23%
 - ii. FY23 – 25%
 - iii. FY19 – 16% prior to the pandemic
 - For July and August Night by Night saw 99 individuals; 1/3 of those were brand new to homelessness; 36 new people and 18 from outside Carroll County; 5 come from outside the State of Maryland; 4 were discharged from Carroll County Hospital; and an additional 4 from recovery homes
 - Discussion on how to limit outside counties sending their homeless to Carroll County
 - Tammy Black – Access Carroll received 18 patients who are 100% medical respite candidates; 75% of those were sent to the Shelter
 - Interest in having Brian Henline attend these meetings
 - Vicky Kretzer – has worked in Washington and Frederick counties and has experienced the same things that are happening in Carroll County; possible idea to come up with structure for intake to emphasize Carroll County residents
 - Celene Steckel to reach out to Michael Robinson to find out what is the process for rerouting patients, giving them a choice for hospitals
 - Amy Baker suggested changing the messaging on HSP website
 - Scott Yard interested in knowing and understanding how they decide where to send discharged patients
4. DHCD Shelter Assessment and Performance Improvement Timeline – Celene Steckel
 - Circle of Caring needs to conduct assessment using their tool looking at how we are doing Housing First
 - Cheryl Gosaguio and Melissa Zahn along with Dr. Olszyk – COO of Carroll Hospital may sit in on Executive COC meetings
 - Shared PowerPoint
 - i. Complete performance assessment of shelter with pros and cons
 - ii. Bed inventory
 - iii. HMIS participation
 - iv. Timeline is to return by then end of October
 - v. Developing a subcommittee and will have the first meeting next week following the DHCD call in September
 - If interested in volunteering to be a part of the subcommittee, please email Jason Martin, Stephanie Halley, and Celene Steckel

- Submit your name by Friday if you are interested
- vi. Toolkit has not been seen yet
- vii. Debby Standiford – it's a reallocation of funds; will lose some shelter money; bonus money for diversion received half YTD; other diversion funding to come after completion of the assessment

5. Performance Measure Discussion – Corey Hardinger

- Shared handout Race Equity FY23 COC
- Diversion - Jenny Graybill
 - i. 1,340 on HSP screening line which represents 603 households
 - ii. 737 security deposits/eviction preventions
 - 276 helped with security deposits
 - 489 were eviction preventions
 - 52% of funding came from ERAP
 - iii. Out of the 603 households
 - 220 hit coordinated entry
 - 123 then went into shelter
- Data Committee meeting starting next month
- Homelessness with Lived Experience
 - i. Dennis McConnville writing a letter of support; also working with design and engineering firm for the new family shelter
 - ii. Pulling some of Youth Action Board work to help
 - iii. Surveys from housing at shelter
 - iv. Perm supportive housing data
- Everyone stayed in place with new lease or leased up with HUD

6. Strategic Planning COC Half Day Retreat – Celene Steckel

- At the Arc on October 23rd from 12:30-4:00pm
- Boxed lunches will be provided

7. COC NOFO Updates – Corey Hardinger

- Good progress on application; everyone is submitting their pieces
- Debby Standiford doing project ranking
- Corey and Jenny are tackling Performance Measures
- Submitting for bonus projects, HSP and DV for RRH support for victims
- Will be sending out to Exec COC for formal approval of written standards

8. Subcommittee Updates –

- Data Committee – meeting on September 6th and will be continuing quarterly in the Bollinger Room at Citizen Services
- Youth Updates – Youth Homelessness Subcommittee combining with Youth Council sometime in September on 3rd Wednesday perhaps; no Youth Homelessness Demonstration Project award confirmation yet
- Coordinated Entry Subcommittee – reconvening with Kaysy and Cristina; adjusted policies and procedures and will send out to the Exec COC

- Ending Veterans Homelessness Subcommittee – meet monthly or bi-monthly and provide updates on placements; have great collaboration with HSP and CCHD
- Affordable Housing Planning Subcommittee – process is moving forward with selecting a vendor; request for proposal has gone out
- Outreach – Resource Fair October 4th with Rain date of October 11th, 10am-1pm at Ascension Church; 2 pop ups are planned for the Fall, November /December – United Way and November in Hampstead with NESAP
- Amy Baker said the CCHD RV “Health on Wheels” will be at the October 4th Resource Fair; still 2 persons in an encampment behind the health department

The next Executive Board Meeting will take place virtually on Monday, September 25th from 2pm to 4pm.