

Toledo Lucas County Homelessness Board
Board Meeting Minutes
1/25/17
8:30-10:00 AM
TLCHB Offices

Meeting Opened 8:40

Board Present: Heather Baker, Evelyn McKinney, Scott Sylak, Rodney Schuster, Julie Embree, Laura Loyd Jenkins, Craig Gebers, Karin Coble (by phone) and Mike Fehlen (by phone)

Staff Present: Nancy Wlodarski, Morgan Eisch, Mike Badik

Guest Present: George Thomas

Introductions of the prospective board members George Thomas from ABLE was welcomed. He is an ABLE attorney and is being considered for replacing Karen Wu by the County Commissioners at Karen Wu's suggestion.

Minutes:

Approval of the minutes for the November 16, 2016 board meeting.

Motion made to approve minutes by Rodney Schuster and seconded by Julie Embree; motion was unanimously approved.

Financials:

Financial statements shared with the board and reviewed

Nancy Wlodarski, Fiscal Specialist, reviewed the monthly financial reports shared with the board. We are a little behind in spending some dollars due to the executive director position being vacated for some time of the calendar year. Ms. Wlodarski reviewed the 2017 TLCHB Budget, which is a balanced budget with a 2% salary increase across the board. Motion was made to accept the monthly financial reports as presented, the draft 2017 TLCHB Budget as presented and to make the 2% pay increase retroactive to January 1, 2017 by Laura Lloyd Jenkins and seconded by Evelyn McKinney; motion was approved unanimously

The audit engagement letter with DeMarco & Associates, the previous audit vendor, was presented along with the audit schedule by Craig Gebers. Motion made to authorize the execution audit engagement letter with DeMarco & Associates for 2016 Audit by Julie Embree and seconded by Rodney Schuster; motion passed unanimously.

Board:

City of Toledo & Lucas County Commissioner-Appointed Board Member Seats

Discussion was held regarding vacant seats on the board. The Board is currently seeking a previously homeless person to serve. The county currently appoints three persons to TLCHB, with currently two open seats (Commissioners are currently reviewing the nomination of George Thomas for one of those seats. The city also appoints three persons to the TLCHB, with all three of their seats being vacant. In addition to George Thomas, there are another three people have expressed an interest to serve on the board. Of the three community board members, there is one seat vacant which has been designated as a seat for a LMHA representative; it is awaiting LMHA naming of the representative.

2017 Board Meeting Schedule. The 2017 Board Meeting schedule was included in the board packet with the next board meeting being scheduled for March 22nd. The March 22nd Board meeting will include review and action on the ESG/ CDBG Homeless Services application funding recommendations from the Citizen Review Committee. Board committee meeting schedule was shared as well. Laura suggested a board orientation for new members, include a visit to at least one of the funded emergency shelter partners.

Committee Assignments:

There is a signup sheet that was shared with the board for the board committees. Mike requested that board members sign up for the committees.

HCN Report-

Mike reviewed the prioritized housing referral action steps from the AD HOC committee recommendations which had been endorsed by the HCN. There was a discussion had on why housing referrals can't be made without the proper re-housing documents (i.e., state-issued IDs, social security cards and birth certificates). Most permanent housing providers will not take a client without the proper rehousing documents. Delays and barriers were discussed in speeding up the process, including delay in securing rehousing documents to replace missing state IDs, social security card and birth certificates due to the lack of funding (66% of all new HMIS entrants lacked any income at the time entry). Laura Lloyd Jenkins discussed possibly the county donating funds to be used specifically for vital documents such as IDs and birth certificates and requested that TLCHB submit a request through her to the Commissioners for consideration.

Quality & Performance Committee: Committee recommended the continuation of 2016 KPIs as the 2017 KPIs; TLCHB accepted the recommendations as presented. Committee is looking to update current policies to ensure that are in line with HUD as well as not creating barriers to housing. The committee will be also revising its Committee description. They are always looking for new members.

Board Officer Elections: Motion made for the election of the nominated Officers (Scott) second (Rodney); motion passed unanimously. The elected 2017 TLCHB Board Officers are President: Michelle Isaacs, Vice-President: Evelyn McKinney, Secretary: Heather Baker, and Treasurer: Mike Fehlen.

Housing First/Chronically Homeless:

Mike reviewed the Chronic Homeless Action plan that was shared with the board. Discussed key points such as building relationship and trust with the chronically homeless to ensure the best services being delivered directly to them. Laura suggested that we use social media to better serve our chronically homeless. We are currently working to put the homelessness board on Face Book, Instagram and other social media outlets.

PIT/HIC Review:

PIT count took place last night on January 24th. Food for Thought donated 260 lunches. Gloves, coats, blankets, hats etc. were donated as well. On January 25th, the remaining donated items will be distributed at United Way to homeless persons filling out day count PIT surveys and at several locations, including soup kitchens where the day count PIT surveys are also being offered and filled out.

Grants/MOUs

LMHA-TLCHB HCV MOU. Based upon the LMHA HCV administrative plan, TLCHB staff negotiated with LMHA a MOU for a set-aside of housing choice vouchers for homeless persons/families referred by

TLCHB. In order to be in compliance with this MOU, TLCHB, through its partners, have to provide wrap around services. LMHA has authorized 60 Housing Choice Homeless Preference Vouchers per year. These are priority vouchers that are placed at the top of the waiting list. This MOU will be effective on the date of signature by LMHA, following approval by their Board of Trustees. Motion to enter into the MOU/agreement was made by Laura Lloyd Jenkins and seconded by Julie Embree; motion passed unanimously.

\$15,000 NWO re-entry coalition grant agreement. The Grant Agreement from the NW Ohio Re-Entry Coalition is for \$15,000. These funds will be used to provide qualified, homeless and at-risk of homelessness ex-offender who qualify for Rapid Re-Housing or TBRA funding with payment security deposits, utility deposits and utility arrearages. Motion to accept a \$15,000 grant from the NOW Re-Entry Coalition and enter into an agreement with \$15,000 was made by Evelyn McKinney and seconded by Julie Embry with Scott Sylak abstaining from voting; motion passed.

\$13,325 TCF. no motion needed. Mike will get the documentation to the county

ESG/CDBG application & recommendation process will all be electronic this year. On March 17th the Citizens Review committee will recommend applications for funding. The Board will review and approve or modify CRC recommendations at its March meeting and forward its recommendations to the Department of Neighborhoods for

TBRA referral suspension: The DON informed TLCHB to stop making referrals to the TBRA program until the remaining \$200,000 allocation is released by the City to be committed.

Project demographic review: Mike Badik passed out and presented highlights of the 2016 project demographics summary with the board. A discussion surrounding the statistics occurred.

TAAEH Update: There was a discussion about services to homeless veteran population. It is raised that it is believed that veterans that are entering into service in our community but not from our community. This was verified by Mike that we are receiving veterans from Michigan that are entering into our community through placement at Cherry Street Mission and grant-per-diem beds at NPI's Griffin Street Project and a few at Beach House. There was a discussion by the board wanting to service all veterans but the Board wants to ensure that services to Lucas County homeless veterans are not being delayed due to services provided newly arrived homeless veterans.

Meeting Adjourned at 10:29