

Trenton/Mercer Continuum of Care Executive Committee Meeting Minutes
 November 24, 2014
 2:00 pm

Attendees: Jackie Edwards, Catholic Charities, Joanne Locke-MATEH, Vernet Sherrill-COT, Marygrace Billek-MCHS, Dennis Micai-TASK, Celia Bernstein-HomeFront, Audrey Walker-THA, Ruth Perry-THT, Frank Cirillo-MCBOSS, Mary Gay Abbott-Young-RMT, Virgen Velez-MC One Stop, Tara Maffei-UWGMC

Agenda Topics	Discussion/Narrative	Action
Meeting Called to Order		Marygrace Billek: 2:10 pm.
Reviewed September 29, 2014 Meeting Minutes		Motion to accept: Frank Cirillo Seconded: Audrey Walker All in Favor
Review of Mission Statement	Mission Statement printed at bottom of agenda.	Members read silently.
Service Access Center Update	Meeting held today 11/24 at noon; making a lot of progress. Staff slated to come on board in December. Preparation of building moving along. Weekly meetings have been scheduled to take place on Mondays. Expanded the SAC design team/partners to include the Rescue Mission, GTBHC, Catholic Charities and the Soup Kitchen. Thinking through the service provision to include the ideas of all members. Implementing Biometrics in SAC and the Rescue Mission. An explanation of what and how Biometrics work provided to Committee. Celia Bernstein recommended researching a best practice model entitled Homes for the Homeless.	
HUD Update	FY14 CoC Program Application submitted on 10/30. <ul style="list-style-type: none"> • \$3.3 million requested. • 3 new projects • Requested PSH services for 28 additional vouchers to come in to our community. (We currently have 33) • Thinking to RFP some of the funding out to offer traditional case management to keep people permanently housed. • Condensed version of the application available on the City of Trenton's web site. • Vernet expressed her gratitude for the help received from the community. 	

Agenda Topics	Discussion/Narrative	Action
HUD Update continued	<p>Annual Homeless Assessment Report (AHAR)</p> <ul style="list-style-type: none"> • In the process of completing the report • Trying to ensure the accuracy of our data • Vernett provided an example of the types of questions we may be asked (i.e. the underutilization of transitional housing beds) – HUD releases AHAR report looking at where NJ falls/ <p>Point-In-Time (PIT)”</p> <ul style="list-style-type: none"> • 24 hour count of our homeless population scheduled to take place on 1/28/15 from 12:01am to 11:59pm. • Preparation meeting scheduled for 12/1/14 • 2 trainings offered: 1st at HOPE Committee meeting and the 2nd at the Rescue Mission. • Vernett thanked the Rescue Mission for all of their assistance with planning efforts. • Per the Rescue Mission, we need to focus most of our efforts on the train station. Good time to find-out pertinent information. 	
Permanent Supportive Housing Policy	Disseminated to committee members	Review draft and provide Joanne with feedback by 12/12/14. Update policy to reflect SAC and coordinated assessment info.
Youth Homelessness Update	Housing Stability Survey conducted on 11/5/14 from 8am to 8pm. There was a host of support from our community (Anchor House, Catholic Charities, and Isles to name a few). A logo was created for the day “Where did you sleep last night” and Jim Cacase of MCBOSS made T-shirts with the logo. MCCC helped feed everyone and served as the HUB. Completed 4000 surveys from schools and 500 from outreach efforts. Coded school districts to capture specific data. DCF helped pay the youth volunteers.	
Data Committee Update	Received positive feedback regarding data standard changes. Asked data committee members to thoroughly review their AHARs and advise of discrepancies. Advised the committee of PIT preparations, meeting dates and training dates.	
HOPE Committee Report	10/14 – Tarry Truitt of the United Way presented on tax credits and a host of community organizations attended. Vernett did a CoC presentation. 11/14 – Life Ties presented. Hosted forum on HSAC and another will be held in 6 months.	

Agenda Topics	Discussion/Narrative	Action
Other Business/Announcements	<ul style="list-style-type: none"> • Homeless Memorial Service – 12/18 at Turning Point Methodist Church at 10am. • US Conference of Mayor’s Hunger & Homeless Survey – hunger information comes from food banks and homelessness information comes out of HMIS. Working on ensuring that the information is consistent. Members will be given a copy once released. • CDBG Priority Request – Public hearing held on 11/19. Mark Leckington and Vernet Sherrill presented a PowerPoint on the commitment to serving the homeless through CDBG funding. • On behalf of the County, Marygrace spoke to the importance of leveraging public service dollars for the homeless (33-40%). CoC should parrot the same request and advocate for the use of the dollars to be designated to the homeless. • Celia Bernstein offered to conduct a presentation about HomeFront’s new campus in January. • December meeting cancelled. 	Put forth a letter that speaks to addressing homelessness so that it helps improve efforts at the train station. Send letter to Mayor and copy Monique and Mark.
Meeting Adjournment		Marygrace Billek. Meeting adjourned at 3:20pm.

Respectfully submitted,

DuEwa Edwards-Dickson

DuEwa Edwards-Dickson CSW

MC Department of Human Services