



**Eastern PA CoC Board Meeting
January 22, 2024 - 10:00 a.m. – 12:00 p.m.**

Join Zoom Meeting

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Meeting ID: 957 8017 8070; Passcode: 020931 Phone +1 309 205 3325 US

AGENDA

TIME	AGENDA ITEM	PURPOSE
10:00 a.m.	Welcome – Alisa Baratta	
10:05 a.m.	Approval of Meeting Minutes – Alisa Baratta	
10:10 a.m.	Update on 501c3 Consultants (Hailstone) – Brendan Auman	Discuss contracting status, timeline
10:30 a.m.	CSH Technical Assistance Proposal – Brendan Auman	Support for housing/ health care partnership expansion
10:50 a.m.	Youth Homelessness System Improvement (YHSI) NOFO update <ul style="list-style-type: none"> • Budget request – Brendan Auman • Project update – Leigh Howard <ul style="list-style-type: none"> ○ YAB ○ Survey to CoC 	Vote to approve budget to complete YHSI application; project update
11:10 a.m.	Vote on CoC Charter Revisions <ul style="list-style-type: none"> • See attached summary of changes 	Vote on Charter, previously circulated to CoC for comment
11:20 a.m.	Spring CoC Membership Meeting <ul style="list-style-type: none"> • Continued discussion of combining Membership meetings with PAHRA Conference • Conference in Bethlehem May 5-8 • Goal/ purpose • Cost 	Finalize plans for the CoC membership meeting. Will attendance be required?
11:45 a.m.	Additional Questions/ Discussion/ Updates	
12:00 p.m.	Meeting adjourned	

Eastern PA CoC Governance Board
Meeting Minutes
1/21/24

In Attendance

Alisa Baratta
Jeff Rich
Andrea Herb
Jeremy Radle
Deborah Bartholomew

Leslie Perryman
Stephanie Myer
Tiffany Jones
Lewis Resto
Carol Thorton

Brendan Auman
Tony Diaz
Amanda Riehl
Mary Penny

The Board President, Alisa Baratta, called the meeting to order. Once the quorum was confirmed, the board proceeded to vote on the previous meeting minutes.

Board Vote

1. The board voted and all were in favor of the minutes being approved

Update on 501c3 Consultants (Hailstone)

Brendan Auman provided an update on the contract with Hailstone Consulting which will be starting on 2/1/24. He has provided them with contact information for the board members and a copy of the current governance charter. They would like to meet with the Executive Committee in February, so he noted that they will need to be added to the next meeting agenda. Hailstone further requested to meet with RHABs in April but since most won't meet that month, he suggested that we make time for them to present at the full CoC membership meeting in April. Brendan also provided information to the consultant on billing to United Way of Pennsylvania.

Mary mentioned that in addition to the general contract update we had hoped to have a conversation about how the board will execute this work. Will they form committees or working groups to guide the process? Is there anything we can do right now? How does Hailstone plan to work with the committees, and will they be involved in the conversation? The DEI committee has expressed interest in participating in this work.

The committee then discussed the best way to involve all CoC committees in the consultant's work. After careful consideration, it was decided that the committee chairs would be invited to attend future Executive Committee meetings with the Hailstone Consultants this is to begin after the initial introductory meeting. They will also make sure this work is included when the board meets with Hailstone about the operating agreements.

Action Item

1. Brendan will send out a poll to set up a meeting earlier in the month with the Executive Committee and Hailstone

CSH Technical Assistance Proposal

Brendan reviewed the proposal from the Corporation for Supportive Housing to provide training and technical assistance to the Eastern CoC on building healthcare partnerships. The proposal includes the following deliverables:

- A focus groups
- Developing and delivering training on establishing meaningful collaborations with healthcare partners
- County/local level technical assistance
- A final report

Leslie had some concerns about the cost and requested more information regarding the focus group. She wanted to know if it was a one-time event or if it included any additional services. Brendan said that he would follow up with CSH to obtain more details. The proposal they received is customizable, allowing the CoC to select which aspects of it they wanted to implement.

Alisa asked Carol and Deb who work with healthcare systems to offer input. Carol shared her concerns about issues getting healthcare providers to the table to meet. It has been historically hard to do so. Deb agreed that she has had the same issue and offered the suggestion that any requests to these systems need to have a very defined ask. Brendan suggested opening up the training and inviting health care professionals as another angle we can certainly discuss.

Brendan noted one other idea they looked at was to have CSH do a landscape assessment. This would help the CoC evaluate who are the players in the COC that we can start to engage with. Alisa said that that idea was probably the first step, and the consulting piece was part two. This would be very helpful in better understanding what partnerships exist and how to capitalize on them. The group then decided to table the discussion for later in the Meeting when Stephanie Myers could join the conversation to offer input on the DHS Housing Strategy that would intersect with this conversation.

Action Item

2. Brendan will reach out to CSH to discuss a landscape analysis of relationships with healthcare partners within the CoC.

Youth Homelessness System Improvement (YHSI) NOFO update

Brendan summarized the budget request from DMA for an additional \$6,750 to cover consulting hours not in the existing contract.

Board Vote

2. The Board voted to approve the additional \$6,750 to cover consulting hours for the YHSI NOFO submission.

Alisa asked for more details about what projects the YHSI was targeting and if DCED would be the Collaborative Applicant. Brendan noted that DCED would be the applicant and gave an overview of the projects that are currently being discussed by the Youth Homelessness Committee. It was determined that since this is not a project-level application it would not need to go to the funding committee

Alisa asked that by 2/2/22 the board be provided with a high-level overview of the proposed projects and deliverables including a draft budget. This does not have to include extensive detail that can be just done in bullet points

Action Item

3. By 2/2/24 have a high-level document outlining what the proposed projects are including a draft budget to the board. Brenda will relay this request to the committee.

CoC Charter Revisions

Jeff provided a brief overview of the changes and explained that there was a delay in bringing the updated charter for a vote due to the need to respond to feedback the committee received.

Board Vote

3. The board voted to approve the changes made to the Eastern CoC Governance Charter

Alisa noted that we would now need to sign and review the code of conduct. She asked who would be responsible for that. Brendan offered to ask Amanda to take the lead in ensuring that the document was distributed and signed.

Action Item

4. Amanda will contact applicable individuals about signing the new CoC Code of Conduct and track responses. This is to be completed in one month.

Spring CoC Membership Meeting

Mary provided a brief update on the December meeting with PAHRA noting that there has not been much communication since the Meeting. We expected to hear back from them about the meeting with their conference planning team but have not. Mary emailed Kelly Hicks last week to see if there were any updates but has not received a response yet. Jeff shared concerns about the short timeframe and suggested we continue conversations with PAHRA about collaborating on training and meetings, but we should hold the full CoC meeting in April independently. After a brief discussion, the board decided to keep the existing April 15, 2024, date and not hold the meeting in May at the PAHRA conference. They further agreed it would be an in-person meeting only. Alisa stressed that if the meeting is going to be in person the meeting needs to have a strong agenda that is participatory.

- Setting aside 90 minutes for Hailstone to talk about the 501c3 and talk about how other folks can participate. They would like to include a robust dialogue
- Coordinated Entry can provide two separate presentations broke up throughout the day
 - New assessment tool
 - CE Diversion stratagey
- If we can come up with a plan for CSH for discussion /Housing Healthcare partnership-Talk to Stephanie about what DHS is working on
- A presentation from the HAB and the YAB for 20 minutes each. If they cannot be there, can they do a video presentation?
- Presentation from DEI 20 minutes
- Consider extending the meeting until 3 pm
- Determine if there is enough time for a board meeting at the full CoC meeting

Action Items

5. Mary to provide suggestions at the next board meeting for ways to increase participant interaction and identify areas where there can be breakout sessions or small group collaboration.
6. Mary to find out when the gaps analysis will be available

Brendan mentioned that DCED will be planning the 2025 Practitioner Conference and is currently forming a planning committee. Please let him know if anyone is interested in participating as it is an excellent opportunity for the CoC.

Action Item

7. The board has asked that committees provide standing quarterly reports beginning in April to cover the first quarter of 2024.

Brendan asked Alisa for clarification about an email she sent asking for additional information to be included in the CoC expenditure document he shared. Alicia said she is looking for the dates of the grant and when it is completed. She is looking for what money is coming into the CoC and how it breaks down by funding source and date.

Mary shared that she just received a response from Kelly Hicks and relayed that there are session times blocked out for the CoC. The group decided that while they were not holding the Spring Membership Meeting at the conference, they still wanted to have robust participation in the conference. They further decided to create a workgroup to collaborate with DMA to plan the conference sessions. Louis, Carol, Leslie, Jeff, Brendan, Alisa, Stephanie, and Mary volunteered to be part of that group. Some potential session topics include how a CoC works, Move On, Stability Vouchers, HA's that work well with the CoC, HA's that a robust family self-sufficiency project, how can HA's that have FSS move those renters on to home ownership, returning citizens and how HA's can change their administrative and tenant selection plans to accommodate more recent criminal history.

This discussion will be continued at tomorrow's executive committee meeting.

Action Item

8. Mary will send out a poll to find a meeting time for the conference planning group to meet.

CSH Technical Assistance Proposal

Alisa revisited a topic that was previously tabled earlier in the meeting. Specifically, she brought up the proposal presented by the Corporation for Supportive Housing. The proposal outlined technical assistance aimed at supporting healthcare partnerships. The team discussed the proposal's focus, the need to engage the right group of people, and the importance of a landscape assessment of potential partners. Stephanie Meyer emphasized the importance of building relationships with smaller healthcare entities and suggested focus conversations to understand their interests and potential barriers. The team agreed on the need to involve healthcare entities in the discussion and on the potential benefits of partnering with housing choice vouchers for priority populations.

Stephanie proposed developing new mechanisms through the 1115 waiver to pay for housing and health services through Medicaid.

Alisa suggested that Stephanie could lead a workshop on the 1115 mechanism at training, with Brendan Auman tasked with coordinating this. The team agreed to reconvene as the Executive Committee to proceed with some of the agenda items.

Deborah Bartholomew announced that she will be leaving her current position at Saint Lukes and will be resigning from the board

Meeting was adjourned