



**Eastern PA CoC Board Meeting
November 20, 2023
10:00 a.m. – 12:00 p.m.**

Join Zoom Meeting

<https://zoom.us/j/95780178070?pwd=emtjUy9lelByTndUdng3cGVZT29wQT09>
Meeting ID: 957 8017 8070; Passcode: 020931 Phone +1 309 205 3325 US

AGENDA

TIME	AGENDA ITEM	PURPOSE
10:00 a.m.	Welcome, and approval of previous meeting minutes.	
10:05 a.m.	DCED Updates	
10:10 a.m.	Youth Homelessness Workgroup recommendations to the Board on the Youth Systems Navigation NOFO, Youth Homelessness Demonstration Program (YHDP), and the development of a Youth Action Board (YAB)	A vote is Requested on the workgroup's recommendations.
10:30 a.m.	Update on Homeless Action Board (HAB) formerly the People With Lived Experience (PWLE) Committee	Vote on HAB retreat funding
10:45 a.m.	Spring Full CoC joint meeting with PHARA	Determine desired outcomes, the number of days we will participate, and training preferences
11:00 a.m.	PIT Count Methodology <ul style="list-style-type: none"> • Single Liability Form • Youth Homelessness questions 	Vote required

11:15 a.m.	<p>Follow-up from the September planning meeting:</p> <ul style="list-style-type: none"> • Update on Nonprofit Incorporation and Planning RFPs • Carol and Brendan-Outreach to the Pennsylvania Association of Community Actions to discuss their services and see what may be helpful to the CoC. • Ask United Way of PA for more detailed reporting to inform future staffing planning. The CoC will also coordinate with the United Way of PA to support increased legislative advocacy for state funding for 211. • Funding from Housing Alliance of PA to United Way of PA 	Reminder an ad hoc committee will be needed once the RFP is released.
12: p.m.	Meeting adjourned	

Eastern CoC Board Meeting Minutes 11/20/23

In Attendance

Alisa Baratta
Deb Bartholomew
Jeremy Radle
Leslie Perryman
Rob Nicolella
Tiffany Jones
Carol Thorton

Brendan Auman
George Payne
Tony Diaz
Leslie Perryman
Leigh Howard
Mary Penny

DCED Updates

DCED Staff news. Brendan introduced George Payne as the new HMS Project Manager at DCED. George formerly worked at the Harrisburg Housing and Redevelopment Authority with projects and NOFO applications. Amanda is out on Parental Leave and is expected to return sometime near the end of the year. Terri Provost will be joining DCED as CDBG Program Manager.

Longitudinal Systems Analysis

Brendan shared that the team is currently focused on the Longitudinal Systems Analysis Report (LSA), which is due to HUD in February. The DCED team has successfully run and tested the first report but identified errors and warnings that need attention. DCED will reach out to relevant agencies to address the issues. The due date for LSA submission is January 17, 2024. Brendan said many vendors are having issues and expect that could be moved back as has happened in the past.

ESG Update

Brendan noted it was another competitive year. And announcements out by next month. They received 28 applications requesting 17 million dollars. They have about 5.2 million to award but that does not include the addition of reallocated FY 2021 that HUD approved DCED to roll into the award bringing the total to about 6.2 million dollars.

Youth Homelessness Update-Review/discuss Youth Homelessness Workgroup recommendations to the Board. Leigh Howard provided an update on the work of the Youth Homelessness Workgroup. They have met several and have concluded that it would make sense for the CoC to begin work to prepare for a Youth Homeless Demonstration Project application and to create a Youth Action Board. A Youth Action Board is a requirement by HUD to apply for YHDP and the CoC will need to have one in place to proceed and if the award is received. Additionally, since this working group last met and made these recommendations HUD has released the Youth Homelessness System Improvement (YHSI) NOFO. The possibility of this NOFO being released was also discussed with the workgroup and they were also in favor of the CoC pursuing this funding opportunity. Alisa asked that before we go deeper into the YHSI NOFO discussion board stop and vote on the workgroup's recommendation to create a Youth Action Board. Leslie Perryman seconded the recommendation and the board then voted and the motion was approved unanimously,

Board Vote

1. The board voted to create a Youth Action Board to start forming immediately.

The discussion continued regarding applying for YHSI and YHDP NOVO. Leigh provided an overview of both grants. Most of the funding in the YHDP grant is dedicated to projects but there is no project money in the YHSI grant. The YHSI is more of a one-time grant to help improve the system. HUD will award funding to up to 35 communities through the YHSI. This grant is more focused on developing the capacity to serve youth. The application is due 2/15/23 and there are additional points for cross-community proposals. The grant will cover 30 months with a 6-month ramp-up period. If the CoC is interested in pursuing this opportunity CoC is interested in collaborating with other CoCs. This is worth 15 points out of the 100 awarded. This decision needs to be made sooner than later. Leigh met with the Western PA CoC last week and they are interested in collaborating with the Eastern CoC on the application. Alisa asked if anyone was in favor of making a recommendation to go forward with applying for the YHSI NOFO. Rob made the motion and Andrea seconded the motion. The board voted all were in favor.

Board Vote

2. The Eastern CoC voted unanimously to move forward with applying for the Youth Homeless System Improvement Grant in collaboration with the Western PA CoC

Leigh said that the last decision that the Board needed to make regarding the Youth Homelessness discussion was if the CoC wanted to approve the recommendation for the Eastern CoC to mobilize resources to co-plan and pursue the YHDP grant. Since this was a recommendation from the working group it only required a board member to seconded it. Deb seconded the recommendation.

Board Vote

3. The Board again unanimously voted to accept the Homeless Youth Working Group recommendation to mobilize resources to pursue the Youth Homelessness Demonstration Grant (YHDP)

Update on Homeless Action Board (HAB)

Mary provided an update on the work of the People with Experience Committee that was formed back in September of this year. The group has met about 10 times and is in the process of developing a governance structure. They have recently decided to call themselves a Homeless Action Board (HAB) until they find something else, they prefer. The group has not met in person and is asking the CoC Board to approve funding for the group to have an in-person retreat to help expedite the planning process. Using the Western CoC YAB budget as a guide they are asking for roughly \$5,388. to hold this event. This would be a combination of CoC admin and H4G funds.

Board Vote

4. The board unanimously voted to approve \$5,500 for a HAB retreat.
5. The board Voted to approve the September Meeting Minutes.

Spring Full CoC joint meeting with PHARA

In preparation for a scheduled planning meeting with PHARA Mary had some questions for the board about the board's vision and level of financial commitment for this event. After some discussion, the board was leaning towards a two-day event. As far as the possibility of future or annual joint events they felt they would need to take a wait-and-see approach to see how the initial event turns out. Mary will follow up with Jeff Rich for future discussion.

PIT Count Methodology

Leigh provided an overview of the 2024 Point-In-Time Count methodology. New updates and changes this year include a Single Liability Form for providers to use with volunteers, an addendum to include youth homelessness questions and a document to track volunteer time as part of the planning grant in-kind match.

Board Vote

6. The board voted to accept the 2024 Point-In-Time Count methodology; All were in favor motion passed unanimously.

Transfer request of CoC-funded project.

Leigh explained the request from Transitions of PA has requested to transfer the Domestic Violence Coordinated Entry (DV CE) grant (\$85,668) to PCADV. The purpose of the request is to have all DV CE funding with one organization. PCADV was awarded a larger DV Bonus-funded DV CE grant through the FY2022 NOFO. The board will need to vote to approve this recommendation from the DV committee.

Board Vote

7. The board voted to approve the DV Committee's recommendation to transfer the Domestic Violence Coordinated Entry (DV CE) grant (\$85,668) to PCADV. All were in favor.

CoC training.

The CoC Board previously discussed advancing a proposal for Housing First training, as submitted by Housing First University. To complete the contract, an additional \$19,000 is needed in the training line item of DMA's contract. Approval requested.

Board Vote

8. The board voted to approve \$19,000 to the DMA contract for the Housing First training.

Follow-up from the September planning meeting:

Update on Nonprofit Incorporation and Planning RFPs Brendan noted that both RFPs have been circulated and they have three inquiries requesting additional information.

United Way of PA for more detailed reporting to inform future staffing planning. This will be added to the next Executive Committee Agenda.

Transfer of Coordinated Entry grant from Housing Alliance of PA to United Way of PA. Brendan said this is moving along and he has the documentation he needs and will be sending it over to HUD for approval. We had hoped this would happen before the grant was renewed but likely will occur in January. The Housing Alliance may have to make the first payment, but it should be transferred before the next payment is required.

Leslie provided a brief overview of the Coordinated Entry Roadmap update. The order of the priorities has changed because they are updating the intake assessment tool. The document will be vetted by all the committees, the CoC Board, the RHABs, and the public. Alisa asked Leslie if they needed some additional staffing support and suggested an AmeriCorps VISTA Volunteer as a possible option.

Alisa asked if anyone had any additional items for the board. No one had any additions, and the meeting was adjourned.