

Balance of State Stakeholders Meeting March 9, 2010 Minutes

PURPOSE OF THE MEETING

The Balance of State Continuum of Care has not received new funding for two consecutive years. To get this process back on track, we want to meet and discuss the future of the BoS CoC, and are open to new proposals for structure and governance. As service providers we are all very busy, but it is most beneficial to meet in person to discuss our needs and agree upon a plan of action. HUD has released a Rural CoC Guidebook (linked on the KSHC website www.kshomeless.com under Continuum of Care, Balance of State) that offers great advice on how a rural CoC should function. We could be doing so much more to support one another in the development of housing programs across the state, in mentoring each other, in assisting in the implementation and operation of programs, and in assisting in compliance. This meeting is an opportunity to understand and identify how we can take a more active role in ensuring this continuum.

MEETING OBJECTIVES

Stakeholders will

1. Increase understanding of or review the HUD Tool and process of Continuum of Care
2. Review the history and current structure of the Kansas Balance of State Continuum of Care (BoS CoC)
3. Identify current status of the BoS CoC, including strengths, weaknesses, opportunities and threats
4. Identify immediate, mid-range and long-range needs of the BoS CoC
5. Review options for structure of BoS through HUD resources (i.e Rural CoC Guidebook, Building Effective Coalitions, other CoC examples)
6. Draft Vision Statement of the BoS CoC, draw up initial action plans, and identify next steps.

ATTENDANCE

In Manhattan: see attached lists and sign in sheets

On Conference Call: see attached list

Agenda Item and Item Leaders	Discussion / Action	Follow-Up Actions
Introductions/Welcome/Objectives – <i>Diane, Simon, Mandy</i>	All individuals present and on the conference phone introduced themselves (see list of attendees attached)	Distribute list with minutes
Overview of the Balance of State Continuum of Care (BoS CoC) - History, Governance, Current Structure – <i>Christy & Diane</i>	Christy McMurphy reviewed a brief history of the formation of the Balance of State Continuum of Care.	Post PowerPoint of history to KSHC website. See our webpage on the Balance of State

Agenda Item and Item Leaders	Discussion / Action	Follow-Up Actions
Use HUD's Rural CoC Guidebook to facilitate discussion of BoS Coc needs - <i>Simon</i>	Simon presented an overview and invited the group to brainstorm areas of need in the BoS CoC	Visit our website for a link to the Rural CoC Guidebook http://www.hudhre.info/documents/RuralCoCGuidebook.pdf See attached list of needs in the <u>Reorganized Notes from the Flip Charts, March 9, 2010</u> and the CoC Debriefing Summary from 2008, posted on our webpage
Working Lunch - Tables continue discussing the needs of the BoS CoC and consider how we can best meet those needs. (SWOT)– <i>Diane, Simon, Mandy</i>	Small groups and individuals on the phone networked. Some additional needs were identified and added to the original list above	See attached <u>Reorganized Notes from the Flip Charts, March 9, 2010</u>
Present and Discuss examples of CoC governance structures - <i>Mandy</i>	Mandy distributed overviews of different CoC's from other states	Attach handouts
Open Discussion to draft BoS CoC Stakeholders Vision and action plans– <i>Diane, Simon, Mandy</i>	See attached <u>Reorganized Notes from the Flip Charts, March 9, 2010</u>	Proposed vision and action steps included in the <u>Reorganized Notes from the Flip Charts, March 9, 2010</u>
Schedule next BoS CoC Stakeholder Meeting and any regional meetings	Closing	After Regional Coordinators calls, schedule another BoS Stakeholders meeting. Attend regional meetings as planned by the Regional coordinators.
Adjourned	3:15 pm	

Reorganized Notes from the flip charts, March 9, 2010

STRENGTHS

- Numbers motivated
- Paid Staff
- Volunteer Staff
- Partnerships
- Experts in different skill areas
- Best practice housing model
- Compassion
- Increase technology for community
- State leadership
- Critical mass of agencies / individuals identified need for re-entry and transitional housing
- Great collaboration emerging in the SW region

WEAKNESS / GAPS

- No new projects for the past 2 years
- Transitional housing limited in some regions
- Lack of awareness of
 - housing needs,
 - advocacy from broad base,
 - cultural diversity (landlords, properties, etc)
 - rural-frontier / urban-suburban divide
- Limited Grassroots involvement
- Sporadic Individual community organization and planning
- No internal monitoring
- No technical assistance provided recently (except for ESG trainings with KHRC -MAAC)
- Staff turnover in the BoS CoC position and other positions in the Continuum structure
- Easy to over simplify-
- Is it off the rails? Defined as a System Problem- not individual problem
- Limited capacity for grant writing in some areas
- Section 8 housing located in areas perceived as unsafe
- Lack of affordable housing stock that will pass Section 8 inspections
- Six-eight month wait for Section 8

NEEDS

Resources to provide:

- Legal documents
- Balance-HUD regulations, law, need
 - More exposure to Exhibit1 by projects applicants
 - Grant writing / application process- needed increased assistance with Tech Submission process
 - Mentoring / training is key to successful submission
- Delayed of funds receipts
- Specialized housing for:
 - Re-entry
 - Children
 - Families
- Funding sources for employment support
- Funding sources for rehabbing deteriorating housing
- More \$ for evening support/ weekend support
- Supports for ex-offenders prior to and during re-entry to prevent re-offending
- Big picture – map of state market with projects-statewide inventory
- Monitoring site visits
- Training on cultural diversity
- Bi-lingual staff, landlords

Questions to answer

- How do we keep the grants we've been awarded?
- How do we maximize these \$\$?
- Needs of communities differ-how can that be addressed?
- HMIS challenges: how do we support agencies / improve our data?

DISCUSSION OF OUR ORGANIZATIONAL OPTIONS

BoS Stakeholder Steering Committee (revised to bold and moved to top of list, April 15, 2010 per request for correction)

Intentional

Regional

Board

Full Time BoS CoC Coordinator –preferred by members in attendance and by Regional Coordinators

PT Coordinator- an option to contract annually with increased funding for Regional Coordinating agencies (not the first choice of meeting attendees).

Responsibility

Safety Net – CoC committee

Additional Handouts of other CoC structures in other states were distributed by Mandy, to be posted electronically in the near future with these notes:

Missouri BoS-CoC process (example of another State's BoS organizational structure)

- MASW leads
- Required meetings
- Required HMIS use
- Divided by regions-MHDC
- Gov. Com. to end Homelessness Monthly.

OUR VISION

Value cooperation/collaboration

Evolution toward change

Building the Network

- Communication
 - With each other
 - With our communities
- Know our needs (but CoC is daunting!).

RECOMMENDED ACTION STEPS

1. **Develop a BoS CoC Steering Committee to provide direct input from Stakeholders, drawing up a strategic plan (5-10 year plan) for the BoS CoC, and supporting implementation of this plan / committee and working group structure with all BoS grant recipients and participants in all regions within the BoS (placed at top of the list in bold, April 15, 2010 per request for correction)**
2. A Full time BoS CoC Coordinator will be hired with a representative from the Regional Coordinators serving on the interview committee (Jay Preston volunteered).
3. Develop a BoS Structure with current regional coordinators drawing up a plan and presenting to their regions and back to the BoS Stakeholders
4. Delegate more responsibility to BoS stakeholders (currently structured through Regional Coordinators, which group agreed to continue at the present time)
5. Provide a Crash course (BIG PICTURE) on balance of state (see [KSHC website](#) for starters)
6. Timeline-planning is essential
7. Proposed committees (initial list..not complete)
 - a. 1st Committee – Exhibit 1 Committee
 - b. Committees of Housing providers
 - c. Monitoring Committee
8. Increase use of technology for consistent communication
9. Increase awareness / education
10. Revise and publish list of responsibilities for participants of the CoC
11. Publish a statewide inventory

Recorded by Diane Etzel-Wise, Interim Balance of State-Continuum of Care Coordinator

CHECK OUR WEBSITE WEEKLY FOR UPDATES TO OUR ACTION STEPS!!!