**Portland Continuum of Care**

October 27, 1:00-3:00

Back Bay Room, 196 Lancaster Street

Attendees: Rob Parritt, Vickey Rand, Adam Harr, Rachel Boyce, Joanie Klayman, Phil Allen, Ginny Dill, Brian Townsend, Scott Tibbitts, Rebecca Hobbs, Norm Maze, Kelly Walsh, Joe McNally, Courtney Woods.

1. **Introductions & Overview**

The group introduced themselves.

1. **Accept Meeting Summary 9/22/16**

*Rob made a motion to accept the summary. Seconded by Vickey. All voted in favor.*

1. **Recruiting Members**

-Rob has been personally reaching out and inviting folks to participate in PCOC, and he encouraged other current members to do the same.

-Breaking the meetings into segments on specific topics will hopefully bring people with an interest in those topics to the table, and perhaps they will then begin attending regularly.

-PCOC needs new members to help spread out the work load, both at the full group and the committee level.

- We need people at the table other than PCOC funded agencies, and we need to make it worth their time to be here and to participate.

-MCOC has more non-funded members, perhaps because they are viewed as the place where policy and decision making discussions happen. (SHC covers policy and decision making too, but is not perceived to be as open for anyone to jump into the conversation.)

-PCOC is almost entirely HUD driven and focused on the NOFA – and that may be why only funded agencies show up. People go to ESAC or R1HC to discuss other homeless topics.

-How would merging with MCOC impact local participation? We already have several joint committees – a Joint Board, Veterans Committee, Policy Committee (that includes SHC too).

-We should make Merger the big topic at the next meeting – Youth/Families can be after that.

-Phil will make a flow chart to help people visualize the connections between all the groups.

-Specifically, who should be here that isn’t? City CDBG, ACT Team, whoever ends up doing PATH, MBH, Employment? Educational Liaisons?, Portland PD, Hospitals… (from last month: UNE, USM, Healthcare for the Homeless, Needle Exchange, HCD, all ESHAP funded shelters.)

1. **Subcommittees and chairs**

-As mentioned earlier, Veterans and Policy are already joint committees with MCOC.

-There also needs to be a joint HMIS Governance Committee, which is not currently listed in PCOC Governance. MCOC recently approved their 4 members: Awa Conteh (City of Bangor), Vickey Rand (CHOM), Josh D’Alessio (PCHC), and Janice Lara-Hewey (Catholic Charities/PATH).

-PCOC nominates: Ginny Dill (Shalom House), Rachel Boyce (Preble Street), Veronica Ross (Opportunity Alliance), and Rob Parritt (CoP/ Oxford Street). All present accepted their Nominations – Vickey will contact Veronica to confirm.

- A MOTION was made to approve this roster (pending acceptance by Veronica) as the PCOC membership for the HMIS Governance Committee. APPROVED.

-Other committees are:

* Steering Committee. This should be a Portland only committee.
* Monitoring Committee. Also to remain a Portland only committee.
* Project Ranking Committee. Could/should this be a joint committee? MCOC has one committee that designs the Tool and Process for Selection and Ranking, and another committee that does the actual scoring and ranking. It was suggested last month that the Joint Board should discuss the pros and cons of this being a joint committee.
* Resource Committee. The MCOC Resource Com has been very active, and has brought trainings and workshops to several RHC meetings, but PCOC need to be better defined the committees tasks before we can decide if it would make sense for this to be a joint committee. PCOC has decided that the Resource Com will include the Point In Time work, and at least in this aspect, should work with MCOC Resource Com.
* Data Committee. Also awaiting guidance from the board on whether or not this should be a joint committee.
1. **Point in Time**

Feedback from last year indicated that:

- Some agencies liked the extended time frame because they felt that it allowed for more people to be included who were not in a shelter or encountered by outreach, but were indeed homeless on the night of the count.

-Others felt that it was a great deal of extra work for very little return because so much of the information collected was not useable (for lack of required data elements),They also wondered; if those surveyed in subsequent days really were homeless in Portland on the night of the count, where were they at? Outreach coverage is very thorough throughout the city and not likely to miss dozens of people.

- Some thought the Service Based count would provide a huge pool of data for the group to sort through to decide who should or should not be included in the final count but instead those decisions were made at and by MaineHousing.

-If we do both methods again, there really needs to be a small well trained group conducting both the “Night of” and the “Service Based” components to ensure consistency.

-The Media aspect of the Portland Count also complicates things – especially unsheltered outreach. Sometimes the spin is good, sometime not, but stomping around with a camera crew and flood lights does not make it easy to find and talk to people who don’t want to be found.

-Preble Street will not have the PATH/Clip Team this next time, so availability of people to do outreach will be very different.

-HUD requires that the PIT be done in the last 10 days of January. For many years now Maine has chosen the last Wednesday of January (though PCOC requested and received HUD approval to conduct the count in early Feb 2014 due to blizzard conditions that year).

-MCOC is now proposing to do the 2017 PIT on the last Tuesday of January – the 24th, so that the 3 day follow up Service Based component would happen Wednesday, Thursday and Friday – and not run over into the weekend, which created some problems last year.

-The addition of the Service Based method might make sense for MCOC where the area is just too big to realistically cover with outreach teams, and people may not connect to any resources or service providers for several days at a stretch. It does not make as much sense in Portland where the Night of the Count Outreach coverage is very good, and even people sleeping out very rarely go 24 hours without connecting to some sort of resource provider, such as a soup kitchen, or drop in center.

- A MOTION was made, seconded and approved to have the PCOC 2017 PIT on the night of Tuesday the 24th of January, in order to align with the MCOC, but there needs to be further discussion as to whether or not PCOC will include the extended Service Based methodology.

1. **Upcoming Meetings:**
* The November meeting has been re-scheduled for 12/1.
* There will still be a December meeting on 12/23.

Future Meeting Topics:

Dec 1: Merger discussion

Dec 23: Youth and Families