Disclaimer: These notes are not intended to represent direct quotes, things may not be in chronological order, and ideas may not always be accurately attributed. If you have corrections or comments, please let Scott know and he will edit accordingly.

**Augusta:** David Sovetsky (Mid Maine Homeless Shelter), Scott Tibbitts (MaineHousing), Janelle Bechard (Bread of Life), Melody Fitch (Family Violence Project), Julia Kimball (MaineHousing), Dan Brennan (MaineHousing), Chris Bicknell (New Beginnings), Craig Phillips (Tedford Housing), Elaine Grade (KCHC), Steve Ellis (City of Portland)

**Portland:** Rob Parritt (City of Portland - OSS), Vickey Rand (CHOM), Cullen Ryan (CHOM), Rachel Boyce (Preble Street), Bill Higgins (HVJ), Adam Harr (City of Portland), Joanie Klayman (Preble Street) Ginny Dill (Shalom House), Michele Staples (YCSPI), Joe McNally (Milestone), Bob Fowler (Milestone), Dave McLean (City of Portland)

**Bangor:** (location not available)

**Lewiston:** Rob Liscord (Preble Street)

**On the Phone:** Veronica Ross (The Opportunity Alliance), Alley Smith (Veterans Inc.), Josh D’Alessio (PCHC), Awa Conteh (City of Bangor), Melanie Lamore Gagnon (Safe Voices), Kari Bradstreet (Hope & Justice Project), Emily Flinkstrom (Fair Tide), Heidi Bradley (CHCS), Jennifer Weatherbee (CHCS), Janice Lara-Hewey (Catholic Charities), Mike Tilton (EMS), Rebecca Hobbs (Through These Doors – formerly Family Crisis Services), Gail Garrow (OHI), Amanda Cost (Partners for Peace), Marcie Dean (Next Step), Abby Smith (PCHC), Nick St. Louis (BAHS), Dan Fleming (Shaw House), Donna Kelley (KBH), Crystal Hatch (RCAM)

[If I missed anyone or misspelled your name, please let me know]

**Maine**

**Continuum of Care**

**Meeting: Maine CoC**

**Date: March 15, 2018, 1:00 – 3:00 PM**

**Location: Tandberg Teleconferencing Sites**

**Review of Minutes**: Minutes from February 16, 2018 were APPROVED as submitted.

Just a reminder - in an effort to improve and streamline taking attendance, we are asking one person at each location to email Scott a list of the attendees there, and for everyone calling in to individually email Scott to let him know ([stibbitts@mainehousing.org](mailto:stibbitts@mainehousing.org) ).

(Policy & SHC items were moved up the agenda because Cullen needed to leave early today.)

**State and Federal Updates:** (see Policy Com notes on [www.mainehomelessplanning.org](http://www.mainehomelessplanning.org) for more details)

**Fed:** Currently there are three competing versions of the federal budget. The Senate version appears to be the ‘best’ in regard to housing. Cullen will be going to DC soon to advocate on this. The bill proposing tax cuts that would reduce corporate liability might have the unintended consequence of reducing the incentive to invest in LIHTC projects. We are asking Senator Collins to look into this.

**State:** There are currently several bills we have been watching. LD 1711 and LD 1771 both attempt to address the opioid crisis. 1711 would help about 50 people who are homeless and struggling with SUD. 1771 would focus on homeless families and be similar to the McCauley House model. There is a bill that proposes changes to BRAP, including reducing the tenant portion of rent to 30% of income. Another bill is looking at the concept of Recovery Residences, and considering the SHC’s new subsidy proposal. There is also a proposal that would increase funding for affordable housing from the General Fund.

**SHC:** (minutes will be posted on [www.mainehomelessplanning.org](http://www.mainehomelessplanning.org) once approved)

There was no SHC meeting this month due to the storm.

**Coordinated Entry: HMIS Walk Through**

-Everyone doing initial CE data entry will use the same CE EDA (‘Enter Data As’ setting in HMIS) regardless of their location. This will keep CE data separate from program data, making it easier to track and report on.

-The very first question is about DV, so people can be immediately re-directed before any data is entered in HMIS.

-If they are not DV, they are still asked for permission to enter their data in HMIS. If they decline, 211 will revert to their own standard process, and shelters can use paper to collect what they need, just as they do now, but the person will still get the same level of service.

-If the person agrees to their data being entered, the interviewer will first search for them by name to see if there is already a record of them in the system and either call it up, or start a new record.

-They will then follow the script and go through the basic questions to determine if there is any possibility of diverting the person from having to stay at a shelter.

-If diversion is not possible, a list of potential shelter options will be presented, and selecting one of those brings up more detailed information about the shelter including a contact number to call and inquire about availability and shelter specific admission criteria.

-All referrals will include GA and PATH information as well.

-If the person subsequently arrives at a shelter, the shelter will be able to access the CE assessment for basic client data elements, and to serve as homeless verification.

-Shelters can conduct the initial CE assessment on paper for later HMIS data entry.

-Vickey said that she wished people could see what this all looked like originally compared to where we are today so they could really appreciate all of the improvements that have gone into it.

-Each shelter will be able to determine what makes the most sense for them in terms of the number of staff that will have CE training and do the data entry.

-Josh said PCHC has one person per shift for CE, though others are trained for back up, and they have not really noticed any sort of increase in workload.

-What happens if a call gets dropped while being transferred to a shelter? The 211 callers will not just forward a call or leave a message, they will stay on the line until they can transfer to a person.

-This will be a work in progress – things will come up after we go live that we were not able to anticipate but continuous improvement and refinement will be built into the process.

-Big thanks to Steve and Julia for the walk through, and to James and Amy and everyone on the committee for all the work that has gone into this.

-The CE Implementation Committee will still be meeting and is still looking for more members.

**RHC’S:** R3 – meeting was cut short due to weather. R2 – no report. R1 – reviewed SHC new SUD subsidy proposal and encouraging MaineHousing to repurpose a portion of STEP funds for this. Family homelessness is rising. Bill said he has heard that immigrants are specifically identifying the Portland Family Shelter as their destination when entering the county.

-Craig asked how MaineHousing intends to respond to the numerous requests to change the STEP Program? Scott, being the only MaineHousing employee left at the table, said such decisions are made higher up the chain, but he believed that if compelling evidence were presented – not just anecdotes – MaineHousing would either modify an existing program or work to create a new one.

**LTS:** February is always a tough month so there has not been much movement. Bangor continues to work to bring new agencies into the discussion.

**CoC Board Update:** Discussed CE, Strategic Planning, Roles and Responsibilities. Voted to dissolve the Steering Committee – the Board will develop agendas and create a NOFA Committee. Voted to approve the use of MaineHousing’s ESG Monitoring questions and process.

**City of Portland ESG Budget Proposal:** The City is an ESG entitlement community and receives its own ESG allocation. Previously, the city consulted with the Portland CoC, but since we have merged this now needs to be approved by the Maine CoC. A detailed budget was provided and members had an opportunity to ask questions. A **MOTION** was made and seconded to approve the City of Portland ESG 2018-2019 Budget. **PASSED** without opposition.

**Project /Monitoring Com:** Is requesting that HMIS create Performance Measure reports that providers can run for their programs in order to monitor their own progress, and so they can submit these reports to the Monitoring Committee.

**Data Com:** meeting next Tuesday.

**Resource Com:** Requests an in depth discussion of the PIT at a future meeting. We need uniform guidance on outreach, volunteer safety, unsheltered counts, youth counts in areas without youth programs. We are supposed to dedicate a portion of these meetings to PIT topics on a quarterly basis, so that would mean June for the next one.

**Veterans Com:** The Cabin in the Woods project will be on line this spring. It provides 20 units of housing on the grounds of the Togus campus. SSVF can now use a slightly expanded definition of veterans, so they can potentially serve more. The committee is working closely with the HMIS Team on the By-Name Lists, which are now generated every Monday and Thursday, allowing the group to initiate contact with a veteran in a shelter or unsheltered within a few days once they are identified.

**Youth Com:** Continues to work on the Youth Homelessness Demonstration Program Grant, which is due April 17. They will need an Organization Chart of MCOC leadership, structure and committees, and a membership list. The Grant also requires that the Continuum include a Youth Action Committee, composed of actual Youth - And that this committee have ‘full membership’ in the Continuum, meaning they can vote. Since current governance requires attendance at 6 of the previous 12 meeting to be ‘in good standing’, Chris asked if the YAB Committee could request a waiver and be granted full membership. This is something the Board should weigh in on and decide, but in the interest of time, a **MOTION** was made and seconded that MCOC preemptively agree to abide by whatever the Board determines. **PASSED** with no opposition. The next Board meeting is April 5th in Augusta.

**Other Business**:

HUD has invited the Maine Continuum of Care to participate in a series of conference calls on Rural and Balance of State CoC’s. The first call is this Friday afternoon. Scott will be participating and it was suggested that it might be helpful to have a provider from a rural area on the call as well, though they want to keep the group relatively small. Chris asked if a Youth provider will be present (not specifically), and mentioned that OCSF wants to focus more on youth services in rural parts of the state. Scott will keep the group informed as this develops.

Bill asked that MCOC look at ways to increase consumer participation, such as a way to compensate folks for their time and travel the way that the SHC does for the Region 1 Consumer Representative.

**Next Meeting: April 19, 2018. Please see the next agenda for more details.**

**This meeting falls during ‘school vacation’ for many (Vickey, for one, will not be available) but we still intend to meet as scheduled.**