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 email [blabua@mainehousing.org](mailto:blabua@mainehousing.org) to let Betty know and she will edit accordingly.

**Attending via GoToMeeting:** Scott Tibbitts (MaineHousing), Tara Hembree (MaineHousing), Norm Maze (Shalom House), Vickey Merrill (CHOM), Jerry Botta (HOME Inc.), Dan Hodgkins (Preble Street), Donna Kelley (Waldo CAP), Donna Alger (BFAH), Mike Tuller (BFAH), Laura Briggs (BOL), Sara Wade (DHHS), Mike Merrill (VOANNE), Awa Conteh (City of Bangor), Alice Preble (DHHS), Rebecca Hobbs (Through These Doors), Amy Holland (Hub 3), Sean Fitzpatrick (VA-HCHV), Cullen Ryan (CHOM), Jace Farris (Hub 8), Kate Easter (MCEDV), Matthew Wyman (YAB), Chris Bicknell (New Beginnings), Cheryl Harkins (HVJ/HA4A), Sharon Jordan (Wabanaki Health & Wellness), Joe Locke (MSHA), Bill Higgins (HA4A), Melody Fitch ((FVP), Ray Michaud (Vet Inc.), Liz Frank (HOME Inc.), Leah McDonald (Preble Street), Doug Dunbar (EMDC), Marcie Dean (Next Step), Wes Phinney (YCSPI), Kelly Watson (MSHA), Michael Shaughnessy (MSHA), Leanne Pomeray (Preble Street), Jill Grazie (Shalom House), Tracey Hair (HOME Inc.), Keri Bradstreet (HJP), Donna Verhoeven (Mid Coast Youth Center), Boyd Kronholm (BAHS), Noelle Coyne(Safe Voices), Julia Galvez (YAB), Nicole Frydrych (HUB 6), and Tracy Allen (KBH)Mike Beck, Betty LaBua (MSHA), Rich Romero, Melissa MCEntee, Janice Lara Hewey, Angelina Santos (Caring Unlimited), Lauren Bustard (MSHA), Ginny Dill (DHHS), Lisa McLaughlin (HAS), Amanda Richer, Johnnie Walker (Partners for Peace), Abigail Smallwood (Hub 1), Katie Spencer White (MMHS), J Dutton, Sarah Derosier (CHCS), Tracy Davis (CHCS), Sarah Kasun (CHCS) and Jessica Lincoln(Safe Harbor)

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and

Stephonie Gregg (YCSPI) and Kari Bradstreet (FVP).

[Reminder – If you call in, please email [blabua@mainehousing.org](mailto:blabua@mainehousing.org) to let us know you were there!]

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**Maine**

**Continuum of Care**

**Meeting Minutes: Maine CoC**

**Date: March 16, 2023, 1:00 – 3:00 PM**

**Location: Zoom**

# 

1. **Approval of Minutes and Moment of Silence:**

Vickey welcomed all to today’s meeting. MCOC Minutes from the February meeting were posted on the Maine Homeless Planning website. *Mike S. motioned to approve minutes as written. Kate E. seconded. Minutes unanimously approved.* A moment of silence to honor the passing of people experiencing homelessness was observed.

1. **Big Thinking Topics:**

* **Nomination process for open seats &/or expiring terms for the CoC Board of Directors**

With seven seats on the Board expiring in April, Cullen provided a historical summary of the Board to help clarify the nomination process. Kate Easter nominated Jess Falero to sit on the Board. *Chris B. put forth a motion to renew all expiring terms and to support Jess Falero’s nomination. Awa seconded. Through discussion, Lauren B. noted MSHA does not need two Board seats. Mike S. withdrew his nomination. Scott T. nominated Wes Phinney. Chris B. amended motion to approve six expiring seats, accept Mike Shaughnessy’s resignation and to approve Wes Phinney and Jess Falero’s nominations. Awa seconded. No one opposed. MSHA abstained. Motion passed as amended.* Names will be sent to Board for ratification.

* **PWLE Scholarship Policy**

An ad-hoc committee met to discuss the process and policy for PWLE Scholarships. The committees recommended the following;

* Sub-populations; the Homeless Veterans Advisory Committee, the Coalition for Domestic Violence, the Youth Advisory Board, and mainstream CoC will each put forth their preferred conference for attendee representation.  A total of 7 people will be able to attend based on one conference per year for each sub-population, limited to 1-2 participants at each.
* Scholarships will be limited to one a year per person, with a maximum of 2,000 awarded per person. The attendees will be asked to share their learnings with the CoC.

It was noted a conference fees need to be paid upfront for each scholarship recipient by a nonprofit agency. The sponsoring agency needs to be registered in SAMSHA in order to receive reimbursements. *Mike S. put forth a motion to approve the scholarship process as laid out by the ad-hoc committee. Cullen seconded. No further discussion. None opposed. No One abstained. Motion unanimously passed.*

1. **PIT Count After Action Review**

The PIT committee meet on February 10th, 2023 for the purpose of recapping this year’s PIT. The following recommendations for MCOC were presented to the Board by Janice Lara-Hewey on behalf of the committee.

* **PIT Planning Process**
  + Use of the mainepit.org website continues to be a benefit. There should be more promotion of the use of website as the source for information related to the count.
  + There continues to be issues related to last minute planning issue. It is recommended to start planning as early as summertime.
  + Need for clarity from the MCoC and/or MaineHousing regarding who will be responsible for leading the overall planning process. (Who will take over the role Janice has filled?)
  + More of a focus on rural areas to increase level of engagement.
  + The Youth survey was too extensive.
  + The feedback about the app is that it was a positive addition to the counting process.
* **Volunteers**
* More work needs to be done to increase the number of volunteers involved. Especially volunteers with experience related to the count and/or connecting with people who are homeless.
* **Training**
* Having access to the training via the website and easily used platform worked well.
* However, there was feedback about providing in-person opportunities for training.
* **Public relations**
* Create a statewide media packet for the 2024 PIT count.
* It is recommended there be outreach to other types of groups of service providers and potential volunteers.
* Work should be done beginning sometime in the summer regarding soliciting donations to distribute as part of the count going forward.

1. **CoC Emergency Response Committee** Stemming from concerns of the unsheltered during a recent weather related emergency in February 2023, Donna Alger submitted a proposal for the CoC to establish an EmergencyResponse Committee and stated the committee’s responsibilities should include: • Connecting with groups able to support a particular emergency response (e.g. activation of non-congregate shelter). • Collaborating with emergency response authorities to incorporate local thresholds for when an organized response is activated (e.g., transmission rates, outbreak status). • Defining which outcomes, outputs, and activities are the CoC’s responsibility and which are outside its scope and resources (e.g., the public health department initiates quarantine protocols). • Identify roles and responsibilities of CoC-supported organizations during an emergency (e.g., food distribution, supportive service delivery). • Outline CoC member expectations for continuity of communication (e.g. contingency plans for communicating if electricity is disrupted for days or cell towers are destroyed, and for operations if daily CoC activities are disrupted). • Coordinate ongoing participation

It was clarified the first step in establishing a committee is for a sub-committee to form, create a charter and report back to the CoC*. Chris B. put forth the first motion to* *approve the formation of a sub-committee for the purpose of drafting a charter for a CoC Emergency**Response Committee. Bill H. seconded. During discussion Chris B. amended the motion to include that this committee is not an emergency response unit but a committee to help establish polices to guarantee unsheltered populations are part of the emergency response equation. None against. No one abstained. Motion unanimously passed as amended.*

1. **Legislative Updates:**

Cullen gave today’s legislative update. At the Federal level, attention was first brought to

attention to the bipartisan “Dear Colleague” letter that is circulating in the House calling for $800 million for the McKinney-Vento Act’s Education for Homeless Children and Youth Program and $300 million for the Runaway and Homeless Youth Act Program in the FY2024 budget. Representatives Suzanne Bonamici (D-OR), Nanette Diaz Barragán (D-CA), Cori Bush (D-MO), and Sylvia Garcia (D-TX) announced the reestablishment of the Congressional Caucus on Homelessness on 2/28. The caucus will provide a dedicated forum for members of Congress to work toward the common goal of ending homelessness.

Cullen gave an overview and status of bills at the state level relating to the budget, homeless services, housing/rental assistance, General Assistance and food security bills. A copy of the bills the policy committee is tracking was posted with today’s meeting documents on the Maine Homeless Planning website.

1. **Hub Update:**

Tara started today’s update by announcing York County Community Action Corporation hired Abigail Smallwood as their new Hub Coordinator. Abigail started on 2/27/2023 and is off and running. She is familiar with the hub providers, homeless services and understands the Built for Zero work. In Hub 9 – Aroostook, Presque Isle Housing Authority is now the agency of hire for the hub coordinator contract and is currently underway in hiring for the position. All Hubs are doubling down on their scorecard items on the path to quality data. More support will be available to ALL hub coordinators from Community Solutions in the areas of quality data, system improvement teams and work, and case conferencing. Support for all hubs will continue with combination of Community Solutions and MaineHousing. Four more hubs will be piloting Coordinated Entry, Hub 8 – Downeast (Washington and Hancock counties), Hub 6 – Central (Somerset and Kennebec counties), and Hub 3 – Midcoast (Knox, Lincoln, Sagadahoc, Waldo counties and the towns of Brunkswick and Harpswell). Hub 2 – Cumberland is gearing up with support from Emily Meade, the Hub 5 coordinator to provide assessments.

The State Strategy Action Teams are all meeting and making gains on the projects for this action cycle, System improvement, Veteran’s Housing Surge, and Racial Equity and Lived Experience. The next bimonthly meeting is scheduled for Mar 21st.

1. **SHC Updates:**

Katie SW provided a summary of the March Statewide Homeless Council Meeting (Full minutes of that meeting will be posted on the [www.mainehomelessplanning.org](http://www.mainehomelessplanning.org) website.) Shawn Yardley, Chair the Statewide Homeless Council facilitated March’s meeting. In response to the feedback requesting the meeting format to be more engagement-focused with less reporting out; committee, regional and system updates were sent out prior to the meeting. Two breakout sessions were held followed by robust conversations on the role, voting process and purpose of SHC.

1. **Long Term Stayers Updates:**

Norm reported in the Portland area there has been ten placements in February however these placements were outpaced by returns to homelessness. There are currently 113 LTS unhoused.

1. **COC Updates:**

* **Board:** The Board updates were covered previously during the course of today’s meeting.
* **CES:** Joe Locke provided the continuum with today’s update. The committee continues the planning for the piloting all 4 phases of CE on April 3rd in Hubs 3, 6, and 8 and the assessment phase in Hub 2*.* Two information training sessions will be held as well as a question and answer session after the training process is completed.

1. **Youth Action Board Update:**

* Bev and Breezy sat on workshop panels at the National Network for Youth Conference and visited with representatives of Senators King and Pingree and met in person with Susan Collins. In addition, YAB has two live trainings in April:

1. Authentic Youth Engagement: How to Partner with Youth who have Diverse Lived Experiences on April 17th from 10:00 am -2:00 pm in Auburn.
2. Trauma-Informed Care: Partnering with Higher Risk Youth on April 17th from 2:00-4:00 pm in Auburn.

For more information on the trainings can be found at https://newbeginmaine.org/events/training/

1. **Standing Committee Updates:**

* **Document Review Committee:** On hiatus until the Equity Consultants complete their review.
* **Monitoring:** The committee met briefly to orientate two new members. The monitoring process will begin in April.
* **Resource Committee:** Updates were covered during PIT Update.
* **PWLE:** The committee is working on a lived expertise map of state wide services. Shelter providers were encouraged to reach out to Katie, Bill or Awa for assistance setting up space for current shelter guest to attend meetings.
* **DEIB Committee:** The Diversity, Equity, Inclusion and Belonging Committee continues to meet with CCC. Anyone who is interested in joining is the DEIB Committee are welcome please contact Erin Kelly for more information, the committee is still in need of a Chair.
* **Scoring Template:** Dan mentioned the committee has been meeting every other Wednesday @ 1:00. A survey designed y the committee will be emailed to the CoC members next week.

1. **New Agenda Items:**

* **Big Thinking Topics:** PIT follow up

Board Nominations

**Next MCOC meeting is scheduled for April 20th from 1:00-3:00 pm on ZOOM!**