

**Regional Housing Team Meeting Minutes  
South Central Region Eight  
Texas County Food Pantry  
Houston, MO  
June 5, 2008**

**In Attendance:**

Vicki Elmore-Samaritan Outreach Center, Ronnie Gaston-Texas County Health Department, Jackie Smith-Texas County Health Department, S.Clare Reinert-Texas County Food Pantry, Rita Foster-Christos House, Bob Joens-Texas County Food Pantry, Shannon Nunnery-Parents as Teachers; Houston Schools, Cindy Haley-Texas County Food Pantry, Sandy Wilson-MASW, John Robertson-MASW, Heather Bradley-Geary-MHDC, Jenni Holtaway-MHDC

**Introductions**

Note: Jenni introduced herself as the new Coordinator for the South Region, in the position formerly held by Sarah Graves. Sarah has accepted a promotion and is still at MHDC in the position of Special Projects Coordinator.

**Overview of the Missouri Balance of State Continuum of Care:**

There has been some confusion about the Continuum of Care Balance of State and the role that MHDC, MASW, and other organizations have in it. Heather gave a brief overview of the organization and roles of the Governors Committee to End Homelessness, Balance of State, and MHDC. The Governors Committee met earlier in the week to discuss the development of a handbook that will help to understand the organization of the Balance of State better. It will include things like organizational charts. This handbook should be ready by the next round of regional housing team meetings in September.

**Point in Time Count:**

**Review of recent report-January 2008**

**Discussion of July 2008 Count:**

Jenni passed out and reviewed the final printed results of the January 2008 sheltered and unsheltered point in time count. These results are for the counties in the Balance of State and are the colored counties on the first page. 1904 was the total number of sheltered and unsheltered homeless in counties that fall within the Balance of State. The gray shaded communities are not a part of this report and belong to their own Continuum of Care. They completed their own counts and their results are available through each individual Continuum. This is the first year that the balance of state has had full coverage (every county) for the winter count. The results are listed on each page by region and on the last page the total numbers of sheltered and unsheltered are broken down by each county. For

further information on the demographics of each county please contact Sandy Wilson at MASW.

#### **Review of Snapshot handout:**

Jenni mentioned that we are now gearing up for the summer point in time count which will take place on July 15, 2008. The snapshot handout was reviewed briefly, outlining the roles of a county leader. Heather discussed the importance of the point in time count. The count is so important because the numbers are submitted to HUD, Congress, and the Commissioners; we would like to keep the issue of homelessness in their eyes for funding decisions that are influenced by the count. The count directly effects trust fund and HUD funding to the state for initiatives to end homelessness. Jenni passed around a sign up sheet for counties that do not yet have a leader for the summer count. Jenni mentioned that the coordinators from the MHDC CoC staff are here for support with planning and implementing the count in your county. The staff can provide website resources and send forms/documents, as well as discuss a plan of action one on one with the county leader.

The role of the leader is to plan out the process for the count in their county, utilize volunteers to complete the count, and collect the information to send on to MHDC for the Governors Committee. Leaders participating in the unsheltered count can do a street count and a service based count. The street count is counting the people on the street, under bridges, in cars, etc. The street count can include anyone staying in places not meant for human habitation. The service based count consists of providing surveys to agencies that unsheltered homeless might attend that day, such as a soup kitchen and having the agency return the surveys at then end of the count.

Sandy discussed the sheltered count and how that will be conducted through HMIS and Survey Monkey. MASW has been conducting the sheltered count for a couple of years now; if you provide emergency shelter beds whether through ES building, TH units, or by putting in hotels/motels and have not been contacted by MASW in the past to get your numbers, we will need to add you to the list of agencies surveyed for the count, contact Sandy Wilson to be added. All agencies in the BoS HMIS system...your data will be pulled by MASW for the count. You need to make sure that your data is entered within **three working days of the count**. For agencies that provide shelter but do not enter into ROSIE, this will be the first year to use survey monkey. This is an online survey tool and everything will be done through the internet. The results will run on the same timeline as the unsheltered count. If you have any questions on how to do the survey, John Robertson from MASW will be on stand-by to assist.

#### **Survey Example:**

Jenni discussed an example of the survey that will be used in the count. Several items on the survey were discussed further. Question one was changed from the previous survey used in the last count to include a line for adults and a line for children. The reason for this change is because after the last count which only had a line for number in a family, it was hard to decipher if it was a family with one adult and two children or two adults with one child. This change should allow us to get a better idea of how many adults and how many children we are counting. The next item that was discussed was question number

five. A box has been added to check for doubled-up. This means living with relatives or friends etc. Although HUD does not count these numbers, Heather added that when she presents reports to the commissioners that she will add an addendum with these numbers because they are also important for us to know about. You do not have to seek these doubled-up individuals out, but can fill out a survey for them. Finally, on question ten it was decided to change the question to have you ever served in the military? The reason for this change is that when people are asked if they are veterans some will not consider themselves a veteran if they are not receiving veteran benefits. This will help to get a more accurate picture of the homeless veterans in our state. Jenni emphasized that this survey will be redone with the changes and will then be emailed out when they are complete so please discard it.

### **CoC Application and Timeline:**

The Governors Committee has set training dates for the Continuum of Care application in Jefferson City. The training will take place July 24, and 25, 2008. This training is **required** for all renewal and new applicants through the Continuum of Care. Invitations will also be going out through the mail soon. The NOFA will be released July first. It is anticipated that applications will be due August 22, 2008. The applications will go to the review committee where they will be reviewed and ranked in September, 2008.

Every year each continuum has to register their continuum and after this process they are notified of their pro rata share. The balance of state has registered their continuum and the pro rata share is 2,910,792 dollars. Renewals will be looked at first and then new projects will be reviewed.

### **10 Year Plan to End Homelessness:**

Jenni talked about the requirements of being a continuum of care and one of them is to write a 10 year consolidated plan to end homelessness. The Governors Committee has finished this and copies were passed out. Copies are also available by contacting Jenni Holtaway at [jholtaway@mhdc.com](mailto:jholtaway@mhdc.com) or they can be downloaded and printed from the MHDC and MASW websites. Heather further mentioned that the Governors Committee worked very hard on the plan and briefly discussed its contents.

### **Housing Legislation Update- MASW:**

Sandy talked about the many housing bills that were introduced that unfortunately did not go anywhere. There will be an in-depth explanation and review of all of them on the MASW website.

### **Homeless Awareness Week and Events:**

Sandy spoke about the role that GCEH plays for Homeless Awareness and Advocacy; raising awareness; every year there is a National Homeless Awareness Week and this year it falls from November 16-22<sup>nd</sup>; the GCEH hosts an annual event, this year will be the Third Annual Poster Contest to engage all MO schools and Head Start to participate

in a poster contest around the theme of “Our Community Cares about Homelessness”, last year’s theme was “Homelessness is Everywhere in MO” and we had over 100 posters submitted; there is not a date set, but it is tentatively set for the 20<sup>th</sup> if we can get the Rotunda at the Capitol; you will continue to get information as it gets closer; we are hoping to get more agency involvement to go speak with local schools about the contest and event; we also have agency display tables, this year will be around 15 available, but agencies can share a table; you will receive flyers about the tables and event details.

### **Coalition for the Missouri Housing Trust Fund Update:**

The Affordable Housing and Homelessness Taskforce with MASW has been at the forefront of working to increase the amount of revenue available in the Missouri Housing Trust Fund for some time; last year the taskforce decided to build a broader coalition of statewide stakeholders, and have now formed a coalition called the Coalition for the Missouri Housing Trust Fund; the coalition has worked hard to get Legislators to address the needs to increase funds in the trust fund somehow; when Session was reaching an end, they formed a sub-committee called Futures Workgroup- focused on talking with Senator Gibbons about having an interim committee to look at the issue over the Summer and it has been formed; the committee will consist of 5 members, 3 from Majority Party and 2 from Minority Party; committee may hold public hearings.

The Coalition is working on examining types of ways to increase fund, and bring education to Legislators on what the MHTF does, as well the need in their own communities; the Coalition will be sending out a lot of information soon via e-mail list and informing you on how you can get involved  
Sandy discussed the National Housing Trust Fund Bill—in the Senate, passed by Senate Banking Committee; discussed plan for monies to be used.

She suggested everyone go to [www.nlihc.org](http://www.nlihc.org) to track the progress; the coalition gives you information needed to contact Legislators in D.C.—give you the format to cut and paste and send.

### **Discussions and Problem Solving:**

Jenni stated that this will stay a part of the RHTM agendas each round. It is hoped that we can focus on one or two topics each meeting to address the issues in your area. Jenni talked about having people email topics of discussion for the coming regional housing team meetings. Every region has different needs and with so many people at the table the regional housing team meetings are a great opportunity to talk about specific topics that relate to your service area. Jenni asked that people send her topics of discussion before the next regional housing team meeting in September to put on the agenda.

### **Resource Sheet:**

Jenni briefly talked about the resource handout that was provided. The subsidized housing resource was highlighted. This resource can help to locate subsidized housing by

county and city. It has links to applications and forms. Heather talked about the Trust Fund application. The application is live on the MHDC website. There will be four trainings for the application coming up. These are not required to apply but are highly recommended. The allocation plan which is based on population has changed from last year. The North region that was at 14% is now at 7%. The South region which was at 15% is now 21% and the Central region that was at 15% is now at 17%. The funding priorities have been set in line with last year's request. The funding priorities are homeless prevention, construction, home repair, operating/ match funds, and rental assistance. For questions regarding the Trust Fund application please contact Alissa Smet at MHDC.

**HMIS:**

Registered HMIS users were asked to stay to meet with Sandy and John all others were excused.

**Next Meeting:**

The next meeting will be September 15, 2008. Time and place TBA.