**MA 507, Three County CoC - September 2020 – Quarterly Board Report**

This report was compiled in preparation for quarterly reporting. Due to the Annual Meeting, there will not be a full meeting of the board, other than the special meeting that was held in July**.**

The Three County CoC will hold it’s **annual meeting** on **September 29th from 2-4pm, on zoom**.  Please see the following [link](https://conta.cc/3lf0UaF) for details and registration. Visit the CoC on our new [website](https://www.threecountycoc.communityaction.us/) and [facebook](https://www.facebook.com/groups/ThreeCountyCoC) page!  The CoC began in depth systems effort with technical assistance providers in the area of Coordinated Entry development and training, as well in the area of data clean up and reporting for several of our partner agencies in response to what was seen in systems performance measures tracking.

***COVID-19 -***

***The Three County CoC staff are working full time, part time in the office at our new location at 277 Main Street and part time from home. We are in the office in small teams in order to keep risk low.*** We are working closely with Shelter Providers in all three counties as they try to respond to the rising needs and continue to turn people away.  Our Program director maintains open lines of communication to service providers working with our unsheltered population, the municipalities that are managing the growing encampments and trying to provide resources and options for movement whenever possible.

***Board Updates:***

There are no open board seats at this time. The Full Board slate will move forward to the annual meeting. Two changes have been identified Melphy Antunes will participate on the board, following the board vote on September 29th by the Membership. Theresa Nickolson will move forward as the co-chair, since the board voted to accept this change at the July 2020 special meeting.

***CoC Funding Updates:***

* The CoC (MA507) was awarded a total of **$1,808,722** for **FY2019** funding, this met the full amount of our Annual Renewal Demand.  We have received the contracts from HUD for all projects, and the funding was made available in ELOCCs.  The projects funded by this award, including the funding which CAPV retains to support the staffing of the collaborative applicant have rolling annual start dates.
* The CoC has moved forward with awards totaling $1,936,837 *(after the $22,000 planning grant awarded in December to the CoC)* available annually for the two year Youth Homelessness Demonstration Period to begin in the fall of 2020, for FY2019.

|  |  |  |  |
| --- | --- | --- | --- |
| **YHDP Resipient/Subrecipient** | **2 Year Award** | **Annual Funding** | **Beds Annually** |
| Dialself RRH Project | $140,756 | $70,378 | 4 PSH |
| Gandara Joint Component | $828,962 | $414,481 | 6 TH, 12 RRH |
| MHA PSH | $351,120 | $175,560 | 8 RRH |
| CAPV - HMIS | $88,000 | $44,000 | 0 |
| CAPV - CE-SSO | $119,999 | $60,000 | 0 |
| MHA- RRH Navigators | $408,000 | $204,000 | 6 short term RRH |
| CAPV – Planning funds | $22,000 | 1 time only | 0 |
| ***Two year total HUD request*** | ***$ 1,958,837.00*** | ***$ 968,418.50*** | ***36 beds annually*** |

* The CoC has been awarded funding, once again, by the Western Mass Network to End Homelessness, to continue our work in racial equity and our Racial Equity Workgroup is moving forward after several community strategies, to develop our racial equity action plan, along with consultants from JO Consulting.

***CoC Project Updates & Funding Utilization:***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| General | Program Utilization | | | | FY18/FY19 Contract Utilization (9/3/2020) | | | | |
| Project | Contract Units | Contract Capacity | **Current Units Filled** | **Current Unit Utilization** | Contract Start | Total Sub-Award | Point in Contract (9/1) | Month Billing Processed Through | **% of Contract Billed** |
| A Positive Place\* | 13 | 17 | **13** | **100%** | Aug-20 | $127,880 | 8% | July | **0%** |
| Adult Independent Living | 10 | 10 | **10** | **100%** | Nov-19 | $43,412 | 83% | April | **50%** |
| CHD PSH\* | 48 | 48 | **47** | **98%** | Jul-20 | $690,520 | 17% | June | **0%** |
| DIAL/SELF TH/RRH-PH\* | 10 | 10 | **5** | **50%** | Jul-20 | $98,255 | 17% | August | **13%** |
| Louison House TH\* | 14 | 22 | **14** | **100%** | Feb-20 | $139,091 | 58% | July | **51%** |
| Northern Berkshire PSH | 9 | 9 | **8** | **88%** | Sep-19 | $137,368 | 100% | August | **100%** |
| Paradise Ponds\* | 4 | 4 | **4** | **100%** | Feb-20 | $27,247 | 58% | July | **43%** |
| Project Reach | 3 | 3 | **2** | **67%** | Nov-19 | $24,290 | 58% | April | **46%** |
| Shelter Plus Care | 22 | 18 | **18** | **82%** | Oct-19 | $211,239 | 92% | June | **46%** |
| Village Center Apts | 5 | 12 | **5** | **100%** | Nov-19 | $65,117 | 83% | December | **17%** |

\*Indicates FY20 project with recent start date, HUD (and CoC) has more flexibility expectations for spend down

***CoC Committee Updates:***

CoC Board and Committee meetings are continuing to be held over zoom. Specific workgroups have begun meeting to address large efforts for these committees. The Data and Evaluation Committee now has a workgroup meeting every two weeks to procure a new HMIS platform and is working closely with Technical assistance providers; The Coordinated Entry Committee has begun a workgroup that meets bi-weekly to address changes needed in the assessment tool and system mapping; the racial equity workgroup is still meeting regularly to work on completion of our Racial Equity Action Plan; and the Youth and Young Adult Homelessness Committee of the CoC met for it’s first time this quarter, to begin responding to the Franklin County Coordinated Community Plan for Ending Youth Homelessness.

As the expectation of social distancing continues, the CoC remains committed to holding committee meetings that are accessible via Zoom and, as much as possible, at the normally scheduled time.

* **Youth/Young Adult (YYA) Homelessness Committee**

The YYA Homelessness Committee has started to meet monthly. The Committee will be facilitated by Lisa Goldsmith, Homeless Youth Services Manager, and will include key members of the YHDP Planning Team, including members of the YAB, the CoC, YYA providers, child welfare, justice, education and community partners, as well as representatives from other relevant sectors, and will strive to maintain a racial, ethnic, sexual orientation and gender identity balance that reflects the community to the greatest extent possible. The Committee will make decisions according to the framework developed during the planning process and will support the implementation of the YHDP Coordinated, Community Plan by creating strategies and outcomes related to the goals in the plan and reviewing outcome data and feedback from the community to identify trends, evaluate performance, and both propose and approve changes to the plan.

* ***Data Evaluation Committee, meets monthly, on the first Friday.***

The Data Evaluation Committee approved changes to the Release of Information in August which further clarify how information is used and shared for reporting to funders and coordinated entry and allow for more client choice around how their data is shared. This updated version was sent out to funded projects along with a document explaining how to de-identify clients who wish to have their data shared only if it is coded following annual site monitoring (virtual) visits. These documents will also be sent out shortly to all agencies in the Three County CoC catchment area utilizing the HMIS. In addition to the release of information, the Data Evaluation Committee has been brainstorming different ways to review Data Quality, has started looking at what can be learned from our most recent System Performance Measures, and has been reviewing three data dashboards which were purchased by the CoC. The review and feedback of these dashboards has led the owner and creator to change how victims of domestic violence are represented for all CoCs in order to better protect this population. Moving forward, the Committee will begin to develop a System Performance Improvement Plan, continue work on a Three County CoC Data Quality Plan, and develop a Privacy and Security Plan. The Data Evaluation Committee will begin to meet quarterly starting in September in order to accommodate a New HMIS Implementation Workgroup which has considerable overlap in membership.

* The **New HMIS Implementation Workgroup** was created to act as a planning and selection team for the Three County CoC’s new HMIS Implementation. Currently the Three County CoC utilizes DHCD’s MA-HMIS, called ETO ASIST, as the designated HMIS but have received word from DHCD that this will no longer be an option beginning in 2021. The Workgroup will decide on requirements and wishes for the new HMIS implementation as well as develop a scoring system for bids from vendors. An RFP will be put out incorporating the Workgroup’s decisions and demonstration days will be held with vendors to help determine which will be the best option for our CoC. At the end of the Workgroup’s efforts, a new contract will be signed and the process of implementing a new HMIS will begin. The New HMIs Implementation Workgroup is meeting bi-weekly in order to try and put out an RFP, review responses, meet with vendors, and make a selection with enough time to implement a new system by 2021.
* ***Ranking and Evaluation Committee, meets monthly in current stage***

This committee has been meeting regularly, in order to respond to and advise the CoC’s project ranking process and to support this CoC staff’s efforts in updating the ranking tool and plan. Members of this committee have provided a historic context for the ranking structure and have been evaluating our process moving forward. We have begun to consider changes for the next year in the ranking process and based on the NOFA, will address the needs of any new project ranking opportunities. We will also begin to implement changes based on new project types – now that we have two joint component programs and some Rapid Rehousing programs once the YHDP projects begin this fall.

* ***Youth/Young Adult Action Board (YAB), meets weekly***

Youth/Young Adult Board members were active in weekly meetings-connecting with their community, accessing resources, and reviewing process with YHDP projects. They also attended focus groups, CoC meetings, and two True Colors United groups and designed a YAB t-shirt. They are making Fall transitions to college, high school or job-balancing participation in youth work and their own needs for stability.

* ***CE Committee, meets quarterly***

The Coordinated Entry Committee did not meet this quarter due to the convening of the Coordinated Entry Workgroup. In order for CE Committee participants to fully engage in the CE Workgroup, the committee agreed to cancel the August meeting. The next CE Committee meeting will be on Tuesday, November 10th at 3:00. Please see below for information about the Coordinated Entry Workgroup. During the next meeting, the CE Committee will review the work of the CE Workgroup and continue planning goals and action steps for the upcoming year.

* + **The new CE Workgroup**

In August, the Three County CoC began to convene the CE Workgroup. The workgroup was established to re-design elements of the CE system based on needs identified throughout the year by CE partners, various CoC committees, the Racial Equity Plan, and the CoC Annual CE Evaluation. Specifically, this workgroup will focus on four key goals: 1. A broad goal to re-design elements of the CE system using a racial equity lens; 2. Identify, plan for, and formalize system mapping needs to deepen community connections to the front door of the CE system and expand supportive services and housing options connected to the back door of the CE system; 3. Create a Crisis Triage Tool to be distributed and used by various human and social services agencies through the Three County CoC as a community-based resource to responding to housing crisis; and 4. Re-designing the CE Vulnerability Assessment Tool and prioritization using a racial equity lens. The workgroup is meeting bi-weekly on Wednesdays. The first meeting was held on Wednesday, August 12th and will continue to meet throughout October and possibly November. The workgroup membership consists of a variety of CoC and CE stakeholders and is supported by technical assistance providers and racial equity consultants. The CoC continues to do outreach and recruitment for this committee, with a commitment to diversifying the group and to bringing on more members with lived experience of homelessness. Please contact Brooke Murphy if you are interested in learning more or joining this workgroup, bmurphy@communityaction.us

* ***Equity and Inclusion Committee, meets monthly***

The Equity and Inclusion Committee convenes monthly on the third Friday of each month. Due to COVID-19 and scheduling, this committee has had a handful of monthly meetings cancelled during the spring and summer months. The committee convened in May and July but cancelled the August meeting to focus on the CE Workgroup. During the July meeting, the committee reviewed a job description for the Coordinated Entry Specialist position and applied an equity lens to suggest changes and improvements to the description. The committee feedback was used to update the job description before posting. The committee also began planning committee goals for the new calendar year and this discussion will resume during the next meeting on Friday, September 18th.

* ***Racial Equity Workgroup***

This workgroup continues to meet regularly with consultants through JO Consulting who have been onsite with the team for 2 meetings a month. We have increased participation in this workgroup and over the last quarter, have identified team leaders who are further developing the 6 goals that were developed through community strategy sessions held in June and July. We will continue to be certain that Racial Equity is laced through our CoC/YHDP funded project’s and the CoC efforts to end homelessness and that we work to address racial disparities in our homelessness response. The Action Plan will be discussed in the upcoming CoC Annual meeting as well.

***Coordinated Entry System Updates :***

The Three County CoC Coordinated Entry (CE) system has continued to operate throughout the COVID-19 pandemic, with adjustments to accommodate connecting remotely and prioritizing those with the highest vulnerabilities to COVID. CE has remained open for referrals and new additions to the By-Names-List. In light of the need to social distance, the CoC has continued to hold weekly CE Case Conferencing meetings via Zoom. On Mondays, the CoC holds a CE Case Conferencing meeting with Franklin County and Hampshire County CE partners. On Wednesdays, the CoC holds a CE Case Conferencing meeting with Berkshire County CE partners.  The CoC continues to use the Supplemental COVID CE Assessment Tool indefinitely, which is a tool designed to be used in combination with the CE Vulnerability Tool to ensure that individuals and families who at high-risk to severe health impacts of COVID-19 are prioritized for all CoC-funded resources.

Between 6/1/20 to 8/31/20, there were nine (9) move-ins to CoC funded Permanent Supportive Housing. Center for Human Development had six (6) move-ins in their PSH program; Louison House PSH had one (1) move-in to their PSH program, and DIAL/SELF Inc. had two (2) move-ins to the their Joint Component program. In addition, ServiceNet’s Shelter Plus Care Program is assisting three (3) eligible program participants with housing search. With an abundance of caution, DIAL/SELF temporarily suspended move-ins to the transitional housing component of their project due to health and safety concerns with housing people in shared living spaces during the pandemic.

As detailed in the CE Workgroup section, the CoC is in the midst of re-designing elements of the CE system, with the goal of having an updated CE Vulnerability Assessment tool in use by Spring 2021.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | General | Units | | Characteristics Per Unit | | | Unit Type/Bedroom | | | | | |  |
|  |  | **County** | **Household/Units** | **Capacity** | **Adult 25+** | **Families** | **18-24+** | **Congregate** | **SRO** | **1 bed** | **2 bed** | **3 bed** | **4 bed** |  |
| Transitional Housing |  | Berkshire | 24 | 32 | 17 | 3 | 4 | 24 | - | - | - | - | - |  |
| Franklin | - | - | - | - | - | - | - | - | - | - | - |  |
| Hampshire | - | - | - | - | - | - | - | - | - | - | - |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Permanent Supportive Housing |  | Berkshire | 26 | 36 | 21 | 3 | 2 | 13 | 2 | 8 | - | 2 | 1 |  |
| Franklin | 37 | 37 | 35 | - | 2 | - | 16 | 21 | - | - | - |  |
| Hampshire | 35 | 59 | 26 | 8 | 1 | - | 6 | 21 | 1 | 6 | 1 |  |
| Hampden | 7 | 9 | 5 | 2 | - | - | - | 5 | 2 | - | - |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TH/RRH -PH |  | Franklin | 10 | 10 | - | - | 10 | - | - | 10 | - | - | - |  |
|  |  | **Totals** | **139** | **183** | **104** | **16** | **19** | **37** | **24** | **65** | **3** | **8** | **2** |  |

***HMIS lead Updates:***

We have officially begun utilizing the Coordinated Entry Assessment which was built out in the Green River Data Warehouse for Veteran Service Providers. Currently, every Friday a new BNL is pulled from the HMIS to check for recent additions. These recent additions are combined with new assessments completed in the Data Warehouse and sent to Brooke Murphy as the holder of the master By Names List for discussion in Case Conferencing meetings. In light of the COVID-19 pandemic, HUD decided to push back the deadline for utilizing the new coordinated entry data elements until October 1st and we are making progress in ensuring that we will be ready for that October 1st date. We have worked with DHCD to ensure that CoC staff have the ability to take touchpoints, including those with the required Coordinated Entry data elements, for all participants in Coordinated Entry projects in the Three County CoC. Our next steps are to try and gain access to enroll and dismiss participants from those Coordinated Entry projects so that we can help providers remove housed participants.

We recently received notification from DHCD that they will be starting a procurement process to select a new HMIS and will not be supporting other Massachusetts CoCs in the new system. We have created a New HMIS Implementation Workgroup, which you can read more about in the Data Evaluation Committee Updates, to begin work on our own procurement process to ensure that we have a new data collection system ready when DHCD leaves the statewide one. The CoC is working with two HMIS TAs to help this transition- Mary Schwartz and Eric Gammon. In addition to our own Implementation Workgroup, we are meeting monthly with other CoCs leaving the Massachusetts HMIS to determine if another multi-CoC HMIS implementation is possible.

The Three County CoC has released a new website with the assistance of two website consultants- one who worked on our site's design and continuity and the other who assessed the site for accessibility. We are considering more work with the design consultants to implement some more of the suggestions reported by the accessibility consultant as there is always more work to do to ensure equitable access. The CoC is holding three HMIS-related trainings this fall as a refresher for current projects and an introduction for new YHDP funded projects which will be starting shortly after. These trainings include Privacy & Security, Site Administrator Training, and End User HMIS Training. They will be recorded and made available on the CoC’s Learning Management System for those who are not able to attend.

The CoC finalized and submitted our Housing Inventory Chart and our 2020 Point in Time Count to HUD on June 30th. Our final counts are 101 persons experiencing unsheltered homelessness and 591 persons experiencing sheltered homelessness. We have also broken down this count as much as possible at the county level:

**Hampshire County:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Sheltered\*** | **Unsheltered** | **Total** |
| Total people: | 218 | 34 | 252 |
| Age 18-24: | 6 | 2 | 8 |
| Over age 24: | 212 | 32 | 244 |
| Female: | 24 | 11 | 35 |
| Male: | 194 | 22 | 216 |
| Transgender: | 0 | 1 | 1 |
| Non-Hispanic/Non-Latino: | 194 | 31 | 225 |
| Hispanic/Latino: | 24 | 3 | 27 |
| White: | 181 | 32 | 213 |
| Black or African American: | 23 | 1 | 24 |
| Asian: | 3 | 0 | 3 |
| American Indian or Alaska Native: | 0 | 1 | 1 |
| Native Hawaiian or Other Pacific Islander: | 3 | 0 | 3 |
| Multiple Races: | 8 | 0 | 8 |
| Chronically Homeless: | 15 | 31 | 46 |

**Berkshire County:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Sheltered\*** | **Unsheltered** | **Total** |
| Total people: | 89 | 27 | 116 |
| Age 18-24: | 5 | 4 | 9 |
| Over age 24: | 84 | 23 | 107 |
| Female: | 30 | 9 | 39 |
| Male: | 59 | 18 | 77 |
| Non-Hispanic/Non-Latino: | 77 | 26 | 103 |
| Hispanic/Latino: | 12 | 1 | 13 |
| White: | 63 | 22 | 85 |
| Black or African American: | 15 | 4 | 19 |
| Asian: | 2 | 0 | 2 |
| American Indian or Alaska Native: | 3 | 0 | 3 |
| Native Hawaiian or Other Pacific Islander: | 0 | 1 | 1 |
| Multiple Races: | 6 | 0 | 6 |
| Chronically Homeless: | 3 | 10 | 13 |

**Franklin County:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Sheltered\*** | **Unsheltered** | **Total** |
| Total people: | 34 | 41 | 75 |
| Age 18-24: | 12 | 2 | 14 |
| Over age 24: | 22 | 39 | 61 |
| Female: | 15 | 6 | 21 |
| Male: | 17 | 35 | 52 |
| Transgender: | 2 | 0 | 2 |
| Non-Hispanic/Non-Latino: | 31 | 36 | 67 |
| Hispanic/Latino: | 3 | 5 | 8 |
| White: | 29 | 39 | 68 |
| Black or African American: | 1 | 2 | 3 |
| Asian: | 0 | 0 | 0 |
| American Indian or Alaska Native: | 0 | 0 | 0 |
| Native Hawaiian or Other Pacific Islander: | 0 | 0 | 0 |
| Multiple Races: | 4 | 0 | 4 |
| Chronically Homeless: |  | 11 | 11 |

***Youth Homelessness Demonstration Program (YHDP) Updates:***

After successful completion and HUD approval of the Coordinated Community Plan, as shown above in funding, the CoC has worked closely with agency representatives from our awarded YHDP applicants to submit 6 new funding applications to HUD for an annual funding of over $900,000 to increase the funding for the CoC and provide Youth homelessness housing and supportive services programming in Franklin County. Each of these projects are planned for start dates in the fall. We will begin onboarding these agencies with trainings and partner events, and will begin the creation of the Youth Young Adult Homelessness Committee which will support the progress towards meeting the goals set by the YHDP Planning team through an 8 month process. We have developed trainings and systems info sessions to onboard these agencies and new partners into the CoC system and have begun working with our Youth and Young Adult Committee to develop strategies to meet expectations of the Coordinated Community Plan to end Homelessness for youth and young adults in Franklin County.

***Executive Office of Health and Human Services – Youth Services Updates:***

We completed the MOU process for our collaboration with Berkshire County Regional Housing Authority (BCRHA), the Department of Children and Families (DCF) and Stockbridge Housing Authority around the Foster Youth to Independence (FYI) vouchers, which will provide housing vouchers for up to 36 months for young people aging out of foster care in Berkshire County.  DCF will refer YYA to the housing authority, which will then request the vouchers from HUD. BCRHA will provide the required supportive services and the CoC will support referrals to DCF and other services for any YYA that are in the Coordinated Entry system.

We completed another fiscal year of the EOHHS contract at the end of June. The end of Quarter 3 and all of Quarter 4 showed the effects of the pandemic. We saw fewer youth/young adults (YYA) at-risk for homelessness and a higher percentage who were experiencing homelessness in the total number of new YYA. This suggests that the pandemic shifted some of the at-risk YYA into the experiencing homelessness category (88% of new YYA were experiencing homelessness in Q4, vs 50% in Q3, and 43% in Q2). Although we did not see significantly high numbers, we also made more domestic violence referrals during Quarter 4 (6 referrals) and Quarter 3 (5 referrals) compared to Quarter 2 (3) and Quarter 1 (0), which may reflect the situation for those who were stuck in housing situations. For Quarter 4, EOHHS provided each of the ten regions with an additional $10,000 for COVID-19 relief and we used this to support rent and rent arrears to address the higher needs that we saw and to ensure YYA were set for the end of the eviction moratorium.  We have continued to see a higher number of new intakes over the summer for YYA who are homeless or imminently at-risk of homelessness.

We are currently in a holding pattern for FY’21. We have a signed contract until 6/30/21 and EOHHS has stated that they will provide a 1/12th budget on a monthly basis until the state budget is finalized.