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

This report was compiled in preparation for the upcoming Quarterly meeting, scheduled for **March 19th from 11am-1pm at the CAPV Vernon Street site, 56 Vernon Street, Northampton, MA 01060.**

**Board Updates:**

We currently have 1 open seat (formerly homeless) on the CoC Board of Directors and an empty Board Chair role.

**Funding Updates:**

* The CoC (MA507) was awarded **$1,750,686** for **Tier 1 in FY2019** funding competition. Still awaiting tier 2 and our grant announcements from HUD. Three Projects began on February 1st, 2020 and we have finally obtained written agreement for the 3 February 1st contracts. The CoC is awaiting official notification, grant amounts and grant numbers, in order to send contracts. These funds are also not yet available to the CoC.
  + A Positive Place - $127,880
  + Adult Independent Living Program - $43,412
  + CHD PSH - $690,520
  + Dial Self TH/PH RRH - $98,255
  + LH Northern Berkshire PH - $137,368
  + Louison House TH - $139,091
  + Paradise Pond Apartments - $27,247
  + Project Reach - $24,290
  + SN Shelter Plus Care North - $211,239
  + Three County CoC CE Project - $111,543
  + Three County CoC HMIS Project - $80,079
  + Three County COC Planning Project - $52,681
  + Village Center - $7,081 ***(Awaiting Tier 2 announcements for funding total for Village Center apartments)***
* As previously noted – 1.9 million over two years of funding for YHDP projects – ***to begin in the fall of 2020.***
* The CoC applied for **$22,000** in YHDP Planning funds to support the CoC leadership in planning activities for the coordinated community plan, for the project design phase, development of the Request for Proposals and project selection outline and documents, and for project implementation. We were approved for these funds – staff hours from 12.30.2019-12.29.20. These funds will not continue annually but supplemented the required work for this effort. (*these funds will be matched with Lisa Goldsmith’s role in the YHDP effort – lead planning for phase 1)*
* The Youth Homelessness Demonstration Program is able to utilize EOHHS funds to support the Youth Action Board (YAB) members with gift cards and other compensation for their work.
* The EOHHS funds have helped to hire a consultant to write our Coordinated Community Plan for the YHDP.
* WMNEH - $17,000 for Racial Equity work this year.
* The CoC rec’d $60,000 in funding from an earmark, for FY2019, to be used before 6.30.20. These funds cover the match for the CA and Planning grants for the CoC’s FY2018 grants (grant terms of 7.1.2019-6.30.20), as well as several CoC staff and Project training plans.

**Membership Engagement:**

* The CoC is struggling to keep meeting participation up. We have a goal for further outreach work once the Youth Homelessness Demonstration Program Coordinated Community Plan is complete and staff have more available time to attend outside meetings again.

***CoC Committee Updates:*** Currently, all regular committee meetings are being held at 393 Main Street, Greenfield with zoom capabilities.

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

The Data Evaluation Committee approved changes to the Release of Information, Privacy and Security Training Sheet, and Privacy, Confidentiality, and Security Checklist in January after they were looked over at the previous Board meeting. However, after further review the Committee has decided to make further changes on the Release of Information in order to allow for more clarity of choice around sharing data for coordinated entry. The biggest change is going to be moving from an option to opt into either coordinated entry and/or the HMIS to a series of three yes or no questions- Consent to fully participate in coordinated entry and HMIS, participate in HMIS and have identifying data coded for coordinated entry discussion, or opt to have no data recorded with an explanation of how this could affect services. The primary goal of this change is to allow someone the option to be able to participate in Coordinated Entry even if they do not feel comfortable being talked about in depth at case conferencing and to make it clear for both participants and providers what happens in each scenario. In addition to the release of information, the Data Evaluation Committee has been brainstorming different ways to review Data Quality and has started looking at the System Performance Measures. Moving forward, the Committee will analyze the results of the FY2019 System Performance Measures and begin to develop a System Performance Improvement Plan and continue work on a Three County CoC Data Quality Plan.

* ***Ranking and Evaluation Committee, meets quarterly***

This committee met once in the first quarter of 2020, January and planned to meet again in March. We reviewed the Committee Responsibilities & Opportunities/Overview of the Ranking and Evaluation Process for the CoC Funded Projects and expected plans for 2020 ranking. We had a brief discussion regarding the current ranking tool and Thoughts/Concerns about what we might need to change for this year and identified the YHDP evaluation process and selection team information.

* ***Youth Action board, meets weekly***

Youth/Young Adult Action Board members have been working diligently checking off the boxes to support the completion of the Coordinated Community plan. They’ve reviewed, revised, argued, compromised and voted on each section of our plan, and had careful and thoughtful ideas surrounding the project designs for the YHDP funded projects. Showing initiative and responsibility, they took charge of the weekly YHDP meeting-incorporating ice breakers and activities into the agenda keeping young people and adults engaged in a difficult process. They are looking forward to attending the Boston YAB Open House in Boston March 31-where they will be able of share their successes.

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

The Coordinated Entry Committee continues to meet quarterly, most recently meeting on Tuesday, February 11th. The CE Committee has begun reviewing CE processes, procedures, and materials to understand how the Three County CoC CE system is functioning and to identify specific goals for the next year. During the February meeting, the committee began reviewing the Vulnerability Assessment tool. Next quarter, the committee will continue this work and will begin a deeper dive into CoC policies, procedures, and housing stock.

The CoC is beginning an evaluation process of the CE system with local Americorps members who are beginning to hold focus groups and interviews. The CE committee is playing a vital role in the evaluation of the Coordinated Entry system’s current experience in order to support the CoC in preparing to take on the new Youth Homelessness Demonstration Program funded projects for Franklin County. The Youth Coordinated Entry system changes that will take place in Franklin County will also be represented in Hampshire and Berkshire.

* ***Equity and Inclusion Committee, meets monthly on the 3rd Friday.***

The Equity and Inclusion Committee continues to meet monthly on the third Friday of each month. Since first meeting in November, the Equity and Inclusion Committee has: identified additional partners to pull into committee work; reviewed the Annual Racial Disparities Report and identified new data points for equity analysis; begun evaluating how CoC policies, procedures, and materials are Trauma-informed and evidence-based; and begun setting goals for how the CoC is supporting and serving people of varying race, ethnicity, gender, class, disability, economic level, sexuality, and other identities. In February, this committee spent time reviewing the vulnerability assessment tool and is beginning to consider a framework for evaluating the COC practices, policies and documents with an equity lens.

**Ad-Hoc – Special Working Group Updates:**

* ***CoC Youth Homelessness Demonstration Program***

The YHDP Planning team has been working collaboratively to move forward to completion, phase 1 of the process, which includes creating a coordinated community plan for ending youth homelessness in Franklin County.  The CoC’s work in phase 2, project design, began this January.  We have supported the planning team in designing projects that both meet the needs demonstrated by the data, our needs assessment, and the coordinated community plan; but in addition have worked to be project designs were consistent with HUD’s expectations in order to ensure continuation under the CoC grant process once the demonstration period of 2 years is complete.  The CoC has released a Request for Proposals for over 9 million dollars annually, for projects that will begin for youth housing and supportive services in the fall of 2020.

* ***Point in Time Count***

The Point in Time Count Working Group conducted a successful Annual Point in Time Count on *Wednesday, January 29th*. The 2020 Point in Time Count occurred on Wednesday, January 29th throughout Franklin, Berkshire, and Hampshire Counties along with the majority of Massachusetts. It was organized by the Point in Time Workgroup which consisted of members from Louison House, ServiceNet, Eliot CHS, Community Action, the U.S. Census, the Elizabeth Freeman Center, Soldier On, the Amherst Survival Center, and the North Quabbin Family Resource Center. Sheltered count data was retrieved for shelter and transitional housing projects in the HMIS and in Soldier On's HMIS by running reports in the Green River Data Warehouse. For the unsheltered count, there were a few primary partners who did the majority of the street outreach and surveying and a variety of agencies who reported small numbers of unsheltered individuals for the week following January 29th. These agencies included Eliot CHS, ServiceNet, Louison House, Construct, the Amherst Survival Center, and Tapestry Harm Reduction. In addition, we received one survey from the Berkshire Food Project and one from the Great Barrington Police. The PIT Count and HIC are due April 30th so these numbers are still preliminary but this is our latest update:

TH anywhere: 160

ES anywhere: 284

Unsheltered anywhere: 83

Hampshire Unsheltered: 34

Berkshire Unsheltered: 27

Franklin Unsheltered: 22

We are still working on obtaining county-level sheltered data and need to reach out to Soldier On for more detail before submitting our 2020 numbers.

* ***Youth Count***

The annual Massachusetts Youth Count will be happening April 13th-May 17th.  This seeks to get a sense of the numbers and demographics of young people who are experiencing or at-risk for homelessness, what services they tried to access and any barriers they faced accessing services.  The Reports from the 2019 Youth Count are available if this is of interest.  The Three County CoC will partner with the Homeless Youth Services Manager and Executive Office of Health and Human Services to support the count.

* ***Racial Equity Workgroup***

The CoC has begun working with a small group of diverse, dedicated professionals and persons with lived experiences of homelessness and racial disparities to move forward the plan for continued Racial Equity efforts for Three County, funded by the Western Mass Network to End Homelessness. We are working with consultants through JO Consulting who have been onsite with the team for 2 meetings so far and will meet with us monthly to move forward our goals. Currently, this team is planning a leadership training to happen in May, and a large 2 day Racial Equity summit in June.

***Project Updates:***

***2020 – Project Unit & Grant Utilization***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| General | Program Utilization | | | | FY 2019 Contract Utilization (3/16/2020) | | | | |
| Project | Contract Units | Contract Capacity | **Current Units Filled** | **Current Unit Utilization** | Contract Start | Total Sub-Award | Point in Contract | Month Billing Processed Through\* | **Current Utilization - Feb. 2020** |
| A Positive Place | 13 | 17 | **13** | **100%** | Aug-19 | $127,886 | 50% | January | **45%** |
| Adult Independent Living | 10 | 10 | **10** | **100%** | Nov-19 | $43,412 | 25% | - | **0%** |
| CHD PSH | 48 | 48 | **42** | **88%** | Jul-19 | $690,520 | 58% | September | **8%** |
| DIAL/SELF TH/RRH-PH | 10 | 10 | **4** | **40%** | Jul-19 | $98,256 | 58% | November | **35%** |
| Louison House TH | 14 | 22 | **14** | **100%** | Feb-19 | $139,091 | 100% | January | **100%** |
| Northern Berkshire PSH | 9 | 9 | **9** | **100%** | Sep-19 | $137,368 | 42% | January | **42%** |
| Paradise Ponds | 4 | 4 | **4** | **100%** | Feb-19 | $27,247 | 100% | January | **100%** |
| Project Reach | 3 | 3 | **3** | **100%** | Nov-19 | $24,290 | 25% | - | **0%** |
| Shelter Plus Care | 22 | 18 | **18** | **82%** | Oct-19 | $211,239 | 33% | October | **5%** |
| Village Center Apts | 5 | 12 | **5** | **100%** | Nov-19 | $65,117 | 25% | - | **0%** |
|  |  |  |  |  |  |  |  | \* Does not include billing received but not yet approved | |

***Utilization is low, billing is behind for many projects. Quarterly drawdowns are a concern for the CoC.***

***Coordinated Entry System Updates:***

The Three County CoC continues to develop, improve, and adjust the Coordinated Entry system based on the unique needs of Berkshire, Hampshire, and Franklin counties. Since December, the CoC has worked to:

* Increase CoC project engagement in CE Case Concerning meetings;
* Review the Vulnerability Assessment tool with current partners to prepare for trainings;
* Improve communication channels regarding project openings, placement into CoC-funded beds, and stabilization of recently housed individuals and families;
* Review Three County CE procedures and protocols to plan for adjustments that may better align policies with HUD requirements and our communities’ needs;
* Planning for the annual CE evaluation, which will be conducted by Americorps members; and
* Update and “clean”, the By Names List to prepare for newly required HUD data elements in April and help the CoC to better track data.

We continue to hold weekly Coordinated Entry Case Conferencing in each county. Over the new few weeks, CE partners will continue to review the Assessment tool to plan for training, participate in the CE Evaluation, and introduce Built For Zero inspired best practices to the Case Conferencing meetings. We plan to adjust the By Name List to help focus Case Conferencing on the goal of ending homelessness in our communities, encourage consistent participation from CoC funded-projects, and pull in service providers in our communities to participate in the CE system and share resources.

In January and February,

CoC PSH:

* 22 individuals were given an offer of housing
* 10 individuals moved in (2 in Berkshire County and 8 in Franklin County)
* 7 move-ins are pending

CoC Funded TH:

* 5 individuals moved into TH (CE was not used for placement)

As part of Three County CoC’s efforts to support and enhance our case conferencing, we have been developing CoC resources to help our CE partners better understand the CE process and the housing and supportive services resources available in the three counties. As an example, below is a breakdown of all Three County CoC-funded beds by project type, location, unit characteristics, and unit size.

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 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***

With the help of our HMIS TA, Mary Schwartz, the Three County CoC has been able to increase our access to the DHCD administered ETO- the Massachusetts state HMIS referred to as ETO ASIST. We have strengthened our relationships with staff at DHCD and they are actively working to help make this system more effective for us. We now have permissions to act as administrator for the CoC Admin site, have access to standard reports and the ETO custom reporting platform, and can see client intakes and enrollments. We still are not able to make any changes to data in any site except for the CoC Admin site and don’t anticipate that DHCD will change their mind on this issue. For most projects that isn’t a problem but there are some which appreciate having a higher level of technical assistance. DHCD is working with us to re-shape our coordinated entry system- currently there is a single coordinated entry project in every site and one in the CoC Admin Site so the only one we can enter participants in or record required data for are those in the Admin site. With new coordinated entry data requirements coming into effect on April 1st and with the bulk of work around coordinated entry data being done by those not receiving funding from us for this work we want to make sure that CoC staff can record those new required data elements for anyone in coordinated entry. We will be discontinuing the use of the individual Coordinated Entry projects within each site and give everyone access to the Coordinated Entry project in the CoC Admin site in order to solve this problem. With our new access we will also be able to create a By Names List directly in ETO populated with results from the vulnerability assessment, something we have never had before. Finally, ETO as a product is changing its standard reports and the new data quality report is insufficient. As a replacement, we have given all of the Site Administrators and some staff at each project access to the Green River Data Warehouse which has a wide variety of useful reports both for operational purposes and to assess data quality.