**MA 507, Three County CoC – March 2023– Quarterly Board Report (January – March 2023)**

This report was compiled for dissemination by March 15, 2023 prior to the March 22, 2023 quarterly board meeting.

***Board Updates:***

* The Three County CoC has a new Program Director! We are so excited to welcome Katie Dwan. Katie comes to the CoC with 16 years of experience with program administration, including implementing and overseeing trauma-informed programming for children, teens, adults, and families experiencing a range of challenges, including homelessness. She has experience with Quality Improvement systems, regulatory compliance (state licensing, Accreditation, contract management, etc.), budget development/oversight, grant writing, staff management and team development, and community/stakeholder relations.
* The CoC Program Director continues actively recruitment for the following seats.
* Representative from the CAPV Youth Action Board (*financial compensation for meeting attendance is available)*
* The fourth edition of the CoC newsletter was published in February. Check it out [here](https://www.threecountycoc.communityaction.us/feb-23-newsletter).

**CoC community and project level/subrecipient Trainings**

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| The CoC and the Western Mass Network has partnered with Racial Equity Partners to offer a 5-part series on “Homelessness, Trauma, Financial Education and Racial Equity” (3/1, 3/15, 3/29, 4/12, 4/26)***Fiscal Updates:*****FY20 Subrecipient Projects-FINAL** |  |  |  |  |  |  |  |  |  |
| **General** | **Program Utilization**  | **FY20 Contract Utilization (FINAL)** |
| **Project** | **Contract Units** | **Contract Capacity** | **Units Filled (per last FY20 Rent Roll if applicable)** | **Current Unit Utilization** | **Contract Start** | **Total Sub-Recipient Award** | **Point Billed in Contract** | **Month Billing Processed Through\*** | **Current $ Utilization (thru last billing)** |
| A Positive Place | 11 | 17 | **12** | **109%** | Aug-21 | $132,315.00  | 100% | July | **96%** |
| Adult Independ Living | 10 | 10 | **10** | **100%** | Nov-21 | $41,992.00  | 100% | October | **100%** |
| CHD PSH | 48 | 48 | **44** | **92%** | Jul-21 | $706,679.50  | 100% | June | **100%** |
| DIAL/SELF TH/RRH-PH | 10 | 10 | **16** | **160%** | Jul-21 | $95,041.50  | 100% | June | **86%** |
| Louison House TH | 14 | 22 | **15** | **107%** | Feb-21 | $134,541.50  | 100% | January  | **100%** |
| Northern Berkshire PSH | 9 | 9 | **9** | **100%** | Sep-21 | $141,889.50  | 100% | August | **100%** |
| Paradise Ponds | 4 | 4 | **4** | **100%** | Jan-21 | $28,873.50  | 100% | February | **100%** |
| Project Reach | 3 | 3 | **2** | **67%** | Nov-21 | $25,439.50  | 100% | October | **100%** |
| Shelter Plus Care | 22 | 18 | **15** | **68%** | Oct-21 | $225,307.50  | 100% | September | **61%** |
| Village Center Apts | 5 | 12 | **5** | **100%** | Nov-21 | $67,322.00  | 100% | October | **35%** |
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| **FY21 Subrecipient & YHDP Projects** |  |  |  |  |  |  |  |  |  |
| **General** | **Program Utilization**  | **FY 2021 Contract Utilization (as of 3.15.23)** |
| **Project** | **Contract Units** | **Contract Capacity** | **Current Units Filled (per Rent Roll if applicable)** | **Current Unit Utilization** | **Contract Start** | **Total Sub-Recipient Award** | **Point Billed in Contract** | **Month Billing Processed Through\*** | **Current $ Utilization (thru last billing)** |
| **CoC Projects** |  |  |  |  |  |  |  |  |  |
| **A Positive Place** | 11 | 17 | **12** | **109%** | Aug-22 | $135,219.00  | 50% | January | **38%** |
| **Adult Independent Living** | 10 | 10 | **10** | **100%** | Nov-22 | $41,992.00  | 8% | November  | **9%** |
| **CHD PSH** | 48 | 48 | **39** | **81%** | Jul-22 | $720,045.50  | 58% | January | **46%** |
| **DIAL/SELF TH/RRH-PH** | 10 | 10 | **16** | **160%** | Jul-22 | $95,041.50  | 50% | December | **46%** |
| **Independent Housing Sol** | 14 | 14 | **0** | **0%** | Aug-22 | $139,004.50  | 50% | January | **16%** |
| **Louison House TH** | 14 | 22 | **15** | **105%** | Feb-22 | $134,541.50  | 100% | January  | **100%** |
| **Northern Berkshire PSH**  | 11 | 14 | **11** | **100%** | Sep-22 | $171,598.00  | 42% | January  | **38%** |
| **Paradise Ponds** | 4 | 4 | **4** | **100%** | Mar-21 | $29,717.50  | 58% | September | **49%** |
| **Shelter Plus Care** | 19 | 19 | **10** | **53%** | Oct-22 | $85,885.00  | 33% | January | **41%** |
| **Village Center Apts** | 5 | 12 | **5** | **100%** | Nov-22 | $68,645.00  | 0% | Starts Nov  | **0%** |
| **YHDP Projects** |  |  |  |  |  |  |  |  |  |
| **DIAL/SELF RRH Franklin** | 4 | 4 | **2** | **50%** | Oct-22 | $68,402.50  | 25% | December | **10%** |
| **Gandara SHINE TH-RRH** | 6TH/12RR | 18 | **10** | **56%** | Oct-22 | $403,166.00  | 42% | February  | **25%** |
| **MHA PSH** | 9 | 9 | **6** | **66%** | Oct-22 | $171,144.00  | 33% | January  | **27%** |
| **MHA Youth Nav/RRH** | 6 RRH | 6  | **6** | **100%** | Oct-22 | $197,312.00  | 33% | January  | **23%** |

\* Does not include billing received but not yet approved

**FY22 Subrecipient & YHDP Projects:** HUD has not released the FY22 Awards

***CoC Committee Updates:***

CoC Board and Committee meetings are continuing to be held over Zoom. Specific workgroups have been meeting to address large efforts for these committees – see below for workgroup updates as well. All CoC committees are looking for co-chairs and for people with lived experience of homelessness to lend their voices to the work of ending homelessness in the Three County area. The CoC staff have developed a policy to be certain to pay people with lived experience for their time and perspectives.

**Youth/Young Adult (YYA) Homelessness Committee, meets Bi-monthly**

The YYA Homelessness Committee met on January 19th. The meeting began with YHDP (Youth Homeless Demonstration Program) project updates from Gandara and Louison House. These updates focused on the number of youths each program currently has and some of the challenges they are facing. These challenges include landlords in small towns sometimes being hesitant to rent to youth due to bias, and how different towns interpret the 30-day rule regarding hotels (a guest staying for more than 30 days becomes a resident, thereby subjecting the hotel to different building codes they cannot meet). The YAB (Youth Action Board) shared updates on the adultism video they are creating. The goal of this project is to define and provide examples of adultism and offer ways youth can both educate themselves on the topic and combat it. The YAB also played a key role in planning the 2023 PIT (Point in Time) Count, which occurred a few days after this meeting. Shaundell then presented the Advancing Racial Justice In our Schools (ARJIS) regional snapshot. The goal of ARJIS is to create policy and environmental changes to improve school climate, racial justice, and racial equity. The regional snapshot explores strengths, challenges, and most pressing needs related to racial justice in Franklin County schools. The meeting concluded with a discussion about how 2023 goals for this committee, as well as identifying ways to connect the Three County YAB with other YABs across Massachusetts and the United States. The next meeting will be held on March 16th at 4pm.

***Data Evaluation Committee, meets monthly (Looking for new time & day)***

The Data Evaluation Committee has undertaken some recruitment efforts to inform new HMIS users and staff at newly participating HMIS agencies of the committee and its work. There is still recruitment work to be done but with a few new interested members we are in the process of planning our new meeting time and date and hopefully restarting our monthly meetings near the end of March. Once the newly reconvened committee meets, we will review what the committee is tasked with and if there are any revisions we’d like to suggest and begin to plan our work for the year.

***Ranking and Evaluation Committee***

CoC staff met with the Ranking and Evaluation Committee on March 1 to go over the forms used in the subrecipient site monitoring process and the overall structure of the ranking and evaluation process which will begin in the Spring of this year. The committee reviewed the newly revised Subrecipient site monitoring form as well as the ranking and evaluation structure. Changes accepted by the committee include attempts to streamline the scoring process by including as much of the scoring structure and evaluation for a single project in one location as possible. Changes also included adding more detail around scoring for client file review so that scores have less room for subjectivity and evaluating findings which were identified in the previous year’s monitoring process and whether or not those have been resolved. There were additional changes to the scoring structure including:

* Separating the point spread on exits to permanent housing for TH and PH projects and increasing the goal from 90 to 95% for full points.
* Increasing the goal for CoC projects serving clients who are either POC, gender non-conforming, or victims of DV from 30% to 40% because most projects achieve this every year.

The process for evaluating equity scores based on subrecipient self-assessments was discussed and decided that the CoC could determine internally how to evaluate these responses. Also discussed in this committee meeting was the potential to include an anti-retaliation policy expectation in future years as the current version being worked on by the Youth Action Board is finalized

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

The Youth/Young Adult Action Board members continued meeting weekly to work on projects and attend the YYA Homelessness Committee meetings to provide updates. During this reporting period, the YAB worked on various projects, including writing an anti-retaliation policy. They continued working on a video project to educate collaborators on adultism. In February, YAB hosted a Building Bridges meeting to connect providers and discuss how to help folks find services with 413 Cares in light of the Look4Help service shutting down. YAB returned to Stone Soup Café to volunteer in food prepping as a way to get involved in the larger community and address food insecurity. YAB members continued to serve on a committee with CoC members and people with lived experience of homelessness to plan the 2023 Point in time Count. YAB members also helped out at Community Action Fuel Assistance to help them better serve the needs of the community.

***CE Committee, meets quarterly***

The Coordinated Entry Committee has been meeting in a new iteration, specifically to plan for the expansion of the coordinated entry system to meet the needs of survivors of domestic violence. We have worked closely with consultants through Safe Housing Alliance (formerly NASH), as funded by the Western Mass Network to end Homelessness, and local Victims services Providers, Housing and Service Providers, and CoC CAPV staff. This group has lost some momentum during the last several months due to some staffing turnover at the CoC. We are going to use our opportunity with our new Program Director to regroup and revitalize our work around this project. The CoC team plans to reach out individually to some providers with specific questions and we will reconvene the Committee when we have a new strategy.

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

The Equity and Inclusion Committee convenes on the third Wednesday of each month. The Committee met in December, January, and February. The December meeting began with an in-depth review of the anti-retaliation policy the YAB is creating. Goals for the upcoming year were then discussed, with a suggestion to return to the original plan to see what has and has not been accomplished. The January meeting began with more discussion of the youth anti-retaliation policy. The Three County Lived Experience Plan was then reviewed, with the Committee agreeing that this plan should be reviewed with the PLE Action Board. The Equity and Inclusion Committee last met on February 15th. This meeting began with an overview of the five-part training series REP (Racial Equity Partners) is holding for both people with lived experience (PLE) and those who work with them. The anti-retaliation policy was then revisited, as portions of the language of this policy are still being debated and adjusted. The PLE plan was reviewed again, with special focus on the key activities that still need attention. There has not been as much progress on the project level agency diversity racial disparities survey as the Committee would like due to the staffing changes in the past few months at the CoC. The goal before the next meeting is for CoC staff to create a mock survey based on the suggestions that have been received. The next meeting is scheduled for Thursday, March 16th 11am.

***People with Lived Experience Action Board, meets monthly***

The People with Lived Experience Action Board convenes on the first Thursday of each month. The PLE Board met in December, January, February, and last met on March 2nd. During the December meeting, the action board reviewed the suggested description and charter. During the January meeting of the Action Board, Pamela Schwartz was in attendance to introduce herself, and what the WMNEH does. Pamela also provided a mini-info session on Political Engagement and Building voices of change. During the February meeting, Michele presented to the Action Board the LSA ((Longitudinal Systems Analysis) in detail and reviewed what kind of information can be pulled from the Dashboard. During the March 2nd meeting both PLE Action Board members and YAB members were present. First, a CAPV staff member presented about the Community Resilience Hub in Northampton. This covered what the Hub is, provided updates (the old Baptist Church has been procured as a physical site for the Hub), and opened the floor to questions and suggestions. Next, another CAPV staff member who works very closely with the YAB spoke about what the Youth Action Board does (the reason YAB members were present at this meeting is because CoC staff wanted to makes sure these two action boards are doing work that compliments each other). Finally, the Lived Experience flyer was updated and the first REP training was discussed. The next meeting is scheduled for Thursday April 6th at 1:00 pm.

***Landlord Engagement Work Group, meets quarterly***

The Landlord Engagement Workgroup convenes on the 1st Wednesday of every third month, and last met on Wednesday, December 14th. The meeting scheduled for March 1st was postponed in order to acclimate the new Admin Assistant to her role in this process. The workgroup continues to assist the CoC in identifying ways to engage with Landlords in Hampshire, Franklin, and Berkshire counties effectively. The Landlord Engagement Workgroup continues to work together with the CoC to identify and engage with local Landlords and Management companies. CoC staff and partners continue to share the Landlord Survey, engage with Landlords, and see what programs they are aware of, educate them on what the CoC is, and invite them to be added to a list of Landlords. The CoC staff has re-created the existing Landlord Flyer in Constant Contacts with a direct link to the Landlord Survey. Although engaging with Landlords is important, the Landlord Engagement Work Group has identified that participants need to be Landlord-ready, especially those that do not have history, or the best records, by creating a Housing Portfolio that participants can show Landlords and have a chance to show improvement. C staff has communicated with Wayfinders Financial training staff to provide education and certificates of completion for participants from Coordinated Entry. The Workgroup would also like to provide Landlords with an Annual Lunch to recognize Champions in our communities and provide education and networking opportunities. During the next meeting, the workgroup will be going over the next steps to create a follow-up Landlord Survey to further engage with Landlords. The next meeting is scheduled for Wednesday June 7th at 9:00am

***Racial Equity Workgroup, meets monthly***

The Racial Equity Workgroup convenes once a month when needed. The Racial Equity Workgroup last met on January 23rd. This meeting was focused on solidifying the content and logistics of the [five-part training series](https://files.constantcontact.com/a86eb348001/edcf8756-af98-453c-ad86-67a93550bc0d.pdf?rdr=true) hosted by REP. It was determined that since smaller groups (200 people or fewer) are optimal in terms of audience engagement, etc., these trainings would be for the Three County CoC, not Three County and Hampden County. The workgroup was also able to offer suggestions and comments for specific topics they would like to be emphasized during the trainings, such as: the concept of white privilege and how to use that privilege to be an advocate; distinguishing between racism and prejudice; and intersectionality. By March 22nd, the first two of these trainings will have occurred. The meeting concluded with a brief discussion of the changes the CoC is making to its Coordinated Entry system in order to ensure more equity. Since this work is still in the early stages, it is too soon to determine if the identified priorities have made a difference.

***Coordinated Entry System Updates:***

* Since December, the Coordinated Entry system as seen the following placements into CoC Housing:
* Transitional Housing (includes YHDP): 8
* Permanent Supportive Housing (includes YHDP): 4 (YHDP) 3
* YHDP RRH: 8
* Emergency Housing Voucher (EHV)
	+ # Referred: 75
	+ # Issued: 21
	+ # Housed: 46
	+ # In application process: 10
* The Massachusetts Housing and Shelter Alliance (MHSA), in partnership with C4 Innovations, lead an evaluation of our Coordinated Entry system and recognized our communities’ Racial Equity Action Plan and processes. The Three County CoC took on a leadership role with other CoC’s across the Commonwealth to share our action plan for centering racial equity in our homelessness response. You can view materials and feedback received by C4 innovations here:
	+ <https://www.threecountycoc.communityaction.us/racial-equity-workgroup>
* The CoC continues to oversee the referral process for all state Emergency Housing Vouchers (EHVs) and local housing authority EHVs directly acquired by HUD. So far, we have been able to support individuals or families in the referral process for a total of 75 available vouchers. Finding housing has been extremely difficult in this climate, but we are thankful to have supported 46 voucher holders with finding housing so far. To learn more about the EHVs, go here: [Emergency Housing Vouchers | 3 County CoC (communityaction.us)](https://www.threecountycoc.communityaction.us/ehv)
* The CoC, area housing providers, and area victims service providers have been meeting regularly with the Safe Housing Alliance (SHA) formerly known as the National Alliance for Safe Housing (NASH), as funded by the Western Mass Network to End Homelessness, to plan for expansion of our coordinated entry system to meet the needs of survivors of domestic violence.
	+ You can view more about this expansion project here: <https://www.threecountycoc.communityaction.us/coordinated-entry-committee>

***HMIS Lead Updates:***

Opening data sharing across agencies within our HMIS has proven to be valuable to system-wide reporting and for identifying an individual's history throughout the local homelessness response system and as a method of generating documentation of time in shelter for homelessness history documentation/eligibility. At this point in time there are no agencies who have opted to share program enrollment history for their clients but the HMIS system administrator is able to generate this documentation if requested.

The 2023 Point in Time Count took place on January 25th and surveying occurred over the following week with the assistance of a wide variety of partners including: ServiceNet, Community Action Youth Programs & Workforce Development, Louison House, Construct, Eliot Human Services, Dial/Self, the Opioid Task Force, Craigs Doors, the Amherst Survival Center, the Youth Action Board, Mental Health Association, the CRESS team in Amherst, Manna, Community Health Partners, Cathedral in the Night, the Persons with Lived Experience Action Board, the Greenfield Public Library, Clinical & Support Options, and local community volunteers. We were able to distribute 80 $5 gift cards to people participating in the survey count thanks to the Western Mass Network to End Homelessness and a number of hats, gloves, hand and toe warmers, tarps, and other winter outdoor gear through additional funding from Community Action.

We are in the process of finalizing PIT count numbers and gathering housing inventory information to prepare for when the submission to HUD opens, likely sometime in March but they have not announced the open and close dates yet. Even though we are still working on finalizing the numbers, we know that we are seeing an increase in both sheltered and unsheltered homelessness across all three counties, with what appears to be the most dramatic increase in Berkshire County with about 31 people unsheltered on the night of the count in Pittsfield alone, during a count which took place during a winter storm. Now that the 2023 winter count is complete and we are in the data cleaning and submission/reporting stage, we are turning our attention to a 2023 warmer months count which is tentatively scheduled for early June. Planning meetings for this June count are about to begin to discuss any changes we need to make from the winter count for the different weather conditions.

The Longitudinal Systems Analysis (LSA) and Systems Performance Reports (SPM) were both submitted to HUD on time this year. We received an extension for the LSA and submitted prior to our January 28th deadline and submitted the SPM on February 24th ahead of the February 28th deadline. Both of these reports will impact our CoC’s score on the next funding application process. The results of the System Performance Measures are included with this Board Report and the Data Evaluation Committee will review results from the Longitudinal Systems Analysis to pull out and share important information and/or progress.

**Preliminary PIT Count Data**

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| --- | --- | --- | --- | --- |
|  | **Berkshire County** | **Franklin County** | **Hampshire County** | **Three County Combined** |
| **Sheltered Count** | **~222** | **~89** | **~230** | **~541** |
| **Unsheltered Count** | **37 (possibly 38)** | **21** | **19 (possibly up to 21)** | **77~80** |
| **‘Unofficial’ Count** | **~34** | **7** | **3** | **~44** |
| **Total Count** | **293** | **117** | **252** | **662** |