

1. Welcome and Introductions
2. Decision Issues (Vote required – 5 items)

a) Recommendations for Co-Chairs of the Advisory Board

<u>Position</u>	<u>Recommendations for Co-Chairs</u>
OHS Advisory Board	Melissa Sirak, 2 year term and Eric Morse, 1 year term

Announcement of Committee Co-Chairs – (no vote required)

<u>Committee</u>	<u>Co-Chairs</u>
Governance	Dan Hinman and Abbie Staudt
Review and Ranking	Melissa Sirak
Emergency Solutions	Mike Cosgrove and Elaine Gimmel
Executive Committee	Melissa Sirak and Eric Morse
Ad Hoc: SASH	Norman Wolfe
Ad Hoc: Ending Family Homelessness	Eric Morse
Ad Hoc: Youth	
Ad Hoc: Ending Veteran Homelessness	

b) Recommendations for Bylaw edits :

- **Article V, Section III a):**

**Current Language:** a) The Executive Committee shall be comprised of the Co-Chairs of the Advisory Board and the co-chairs of the ESG Committee, the co-chairs of the Governance Committee, and the co-chairs of the Review and Ranking Committee.

**Proposed Language:** a) The Executive Committee shall be comprised of the co-chairs of the Advisory Board and the **Board Member** co-chairs of the Standing and Ad Hoc Committees of the Board.

- **Article V Section III b):**

**Current Language:** b) The ESG Committee shall be comprised of Advisory Board members and general CoC members. The Committee co-chairs, at least one of whom must be a Board member, and the voting members of the committee will be appointed by the Advisory Board Co-chairs.

**Proposed Language:** b) The ESG Committee shall be comprised of Advisory Board members and general CoC members. At least one of the Co-Chairs must be a Board member.

- c) **Recommendation for establishing CoC Membership Meetings:** The HEARTH Act requires a CoC to have a minimum of two (2) CoC Membership meetings/year. The Cuyahoga County Continuum of Care Charter defines CoC membership as:

**“CoC membership includes anyone who is interested in reducing and ending homelessness in the geographic area of the CoC, and who attends the most recent General CoC Membership meeting”** .

Recommendation for vote:

*The recommendation of the Governance Committee is to post on the OHS Advisory Board website the schedule for the six regularly scheduled OHS Advisory Board meetings with the information that the Board designates each meeting as a “CoC General Membership Meeting”. This practice will permit the*

*widest participation and inclusion of persons as CoC Members by virtue of their attendance at any of the Board meetings.*

*In addition to the six regularly scheduled CoC Membership meetings, the Governance Committee recommends that the Board schedule one additional Community Board Meeting to include CoC members and the broader community. This meeting would provide an annual report on the progress and challenges to reducing and ending homelessness for all individuals and families in Cuyahoga County.*

- d) **Recommendation and approval of Point In Time Count approach** – Process description attached to Agenda.  
**Motion and vote required.**
- e) **Tier 2 – PSH Priority Project recommendation from Ad Hoc Work Group**  
Committee: Mike Cosgrove, City of Cleveland; Norman Wolfe, NOBLE; Dan Hinman, United Way; Leslie Perkul, O’Neill Foundation; Linda Warren, Cleveland Neighborhood Progress; Diana Cyganovich, Cogswell Hall; Ken Surratt, County Department of Development; Bill Whitney, Land Bank.  
Two projects were submitted: a) Front Steps to replace the existing 60 unit PSH property located at 1545 W. 25<sup>th</sup> St. with a new 60 unit building to be located at 2254 W. 25<sup>th</sup> St.; and b) Welcome House proposed a 22 unit renovation of a property at 2905 Franklin Ave. targeting DD Youth aging out of Foster Care and at risk for homelessness.  
**Recommendation** : *will be made at the meeting.*

**Non-Voting Items:**

3. **SASH Committee Report**
4. **Data Review**
5. **Cooperative Agreements to Benefit Homeless Individuals (CABHI) Grant – Ending Family Homelessness**
6. **Reducing and Ending Youth Homelessness in Cuyahoga County: A Strategic Plan**
7. **Ending Veteran Homelessness - Achieved Functional Zero January, 2017.**
8. **2016 NOFA AWARDS Announced - Attachment**
9. **Next meeting: Thursday, March 16<sup>th</sup>, 9:00 – 11:00 AM at the ADAMHS Board**

## Proposed Process for Cuyahoga County 2017 Point-in-Time Count

HUD requires all Continuums of Care to conduct sheltered and unsheltered counts of homeless persons on one night during the last ten days of January. A provision in the HEARTH Act requires each CoC to approve the process for the point-in-time (PIT) Count.

For many years, we have conducted our count on the last Tuesday in January. This year, we recommend doing the count on Jan. 24. Jan. 31 is the last Tuesday this year. Moving the count to Jan. 24 allows time to reschedule and still meet HUD's time requirement, in case of extreme weather.

To complete the count, HUD requires data to be collected and compiled for persons in emergency shelters, transitional housing, safe havens, and for persons who are unsheltered (i.e., on the street, in abandoned buildings, etc.)

### Methodology

Our count is designed to follow all HUD guidance and requirements. To accommodate the diverse organizations serving homeless persons, it has 3 components: a sheltered count conducted by organizations using HMIS, a sheltered count conducted by organizations not participating in HMIS, and an unsheltered count conducted by outreach workers. Specific materials and instructions are provided to all organizations, and OHS staff are available to answer questions and provide technical assistance.

### The Sheltered Count

Organizations participating in HMIS will generate an HMIS report for the date of the count that will include

- number of households without children (a single individual is a household), and the number of those persons who are age 18 to 24
- number of households with children and the number of those HH headed by parents age 18 to 24
- number of children broken down between children in HH with parent(s) over age 24 and in HH with parent(s) age 18-24
- demographic data on ethnicity, race, gender,
- subpopulation data: chronically homeless individuals and families, adults with serious mental illness, substance use disorder, HIV/AIDS and adult victims of DV

The providers will generate separate reports containing all of the same information for veterans, parenting youth and unaccompanied youth. (Note: veterans, parenting youth and unaccompanied youth are included in the first report but also reported on separately. HUD requires the first report for all sheltered persons; the reports on veterans parenting youth and unaccompanied youth are subsets of the total homeless count.)

In addition to the HMIS-generated reports, HMIS participating organizations also enter data from the HMIS reports on charts designed to meet HUD guidance.

Organizations not participating in HMIS are asked to also conduct a count gathering the same information for persons and families who stay on the night of the count and report that information on the charts designed to meet HUD guidance.

Follow-up is done with both HMIS and non-HMIS providers to address any discrepancies in reports and gather missing information.

### Unsheltered Count

Outreach workers conduct the unsheltered count as they make their rounds on the night of the count. In addition, they will visit Metanoia and select meal sites to include persons not encountered on the night of the count. To

avoid double counting, workers ask persons surveyed after the count where they stayed the night of the count and obtain initials for each person surveyed.

Outreach workers from Bellefaire's Homeless and Missing Youth Programs will focus on identifying homeless youth by sending outreach workers to locations and events where youth often congregate. We will also coordinate with A Place 4 Me and Cleveland Metropolitan School District's Project Act.