**Nassau/ Suffolk Continuum of Care Meeting Minutes**

**December 18, 2015**

**Amityville Community Center**

**Present:** P. Martin, LICH; J. Dean, INN; L. Mosquera, CC; N. Maggiotta, TSCLI; J. Borawski, Federation; E. Basham, Options; D. Sanderson, TSLI; S. Fletcher, Bethany House; T. Frederick, FCA; S. Goodson, EAC; S. Brewster, CDLH; S. Quesada, NANA’s; W. Scallon. LICH; P. Acevado, RCH; M. Stephens, RCH; D. Neilson, LIADV; D. Trumpy, MOMMA’s; A. Rosen, Federation; L. Russell, SAIL; B. Wickey, NSLS; K. Vatalaro, Brighter Tomorrows; A. Sotelo, CDLH; A. Covino, Options; P. Fink, CDCLI; K. Livingston, CHI; P. Broderick, NCDSS; B. Gabellini, SUS; K. LaSalla, UVBH; D. O’Hearon, Mercy Haven; V. McGinn, Suburban; R. Seiler, CDCLI; J. Massimo, MHAW; L. Bayer, FSL; D. Lamberti, EOC-Suffolk; K. Cascio, LICH; F. Pierre, HELP USA; B. Lubarda, LIWEN; D. Saunders, Retreat; T. Campbell, MHANC; F. Schanback, MHANC; V. Demesyeux, MHANC; K. Ohrtman, HELP Suffolk; J. Hatzis, HS; S. Boyle, New Ground; G. Guarton, LICH; M. Giuffrida. LICH; P. Donohue, P9L; A. Mann- McLellan, TAC.

**Welcome and Introductions:**

Greta Guarton welcomed everyone in attendance. Members present introduced themselves.

**Review of Minutes:**

Minutes from the November 20, 2015 Nassau/ Suffolk CoC meeting were reviewed by the group. Deirdre Trumpy made a motion to accept the minutes as written. The motion was seconded by Joanne Massimo and agreed upon by all other members present.

**Agency Presentations:**

Patrick Donohue presented information on Project 9 Line.

Ashley Mann- McLellan from TAC presented information on veteran reporting tools for shelter providers. Greta emphasized the importance of agencies having accurate data in HMIS, specifically within emergency shelters. Beth Gabellini, Services for the Underserved, offered assistance in linking veterans to services (rental assistance, job training, etc.) to shelter providers that have veteran clients. Please contact SUS at 631-227-0777 and/or Mike Giuffrida at 631-464-4314 x 111.

**2016 CoC Funding Round:**

Greta announced that the CoC regional application was submitted on November 19. HUD has stated that it will announce funding rewards all at once, for both renewals and other projects.

Ranking criterion numbers 31, 32 and 33 were reviewed. These criteria are to score participation in the HIC and PIT reporting. The points associated with each (all or nothing) would not only require “participation” but also that all reports would be submitted with accurate data by the given due dates:

January 27, 2016- Homeless Count

January 29, 2016 (COB)- All unsheltered PIT surveys submitted to LICH

February 5, 2016 (COB)- All sheltered PIT and HIC forms submitted to LICH

\*VOTE\* Paul Fink made a motion to vote on the above scoring changes. Deirdre Trumpy seconded the motion and all other members present agreed.

2016 Executive Committee:

A slate was provided for the nominees for the 2016 CoC Executive Committee. One ballot was submitted for each agency.

\*VOTE\* All nominees were voted on and all were approved by the group. The 2015 and 2016 ECs would meet directly following the current meeting.

**HMIS Update/ Data Quality Plan:**

Wayne provided on update on AHAR (Annual Homeless Assessment Report). The final submission due Wednesday, December 23, 2015 and was submitted on Tuesday, December 22, 2015. Wayne thanked those that responded quickly to requests for data quality updates. Wayne also thanked those at uploading agencies for heeding request to temporarily suspend uploads. Uploads could resume as of Thursday, December 24, 2015.

In terms of HMIS data standards, the data uploads to HHS data repository were successful. In terms of data quality, requests for data quality corrections were sent only as they related to AHAR. The regular monthly Data Quality Reviews would resume in January. Data Quality Reviews for SSVF agencies continued to go out, Jesus sent the most recent reports on December 14. For SSVF programs, please continue to update the ‘Residential Move-In Date’ on the HMIS client intake form for RRH programs. That data element was an important part of our insight into veterans getting placed in Permanent Housing. A HMIS new user training took place on December 14. Another new user training would be scheduled for January 2016, then an Intermediate training in February.

\*HMIS Agreement Renewals have been sent out and would be due by January 22, 2016. The new agreement that we will need to transfer HMIS data to the OTDA NYS Data Warehouse would be sent in January.

**2016 Homeless Count:**

Mike stated that approximately 150 volunteers were registered for the unsheltered homeless count, most have been assigned teams and times and locations for January 27. The training would take place on January 13 at Touro Law Center in the auditorium. The sheltered portion of the count training would be from 9:00am- 9:30am and the unsheltered count training would be from 9:45am- 12:00pm. There would also be an unsheltered homeless count debriefing on February 3 at 9:30am at the ACC in room 203.

2016 CoC Subcommittees:

Mike explained that for 2016, there would be some changes to the CoC subcommittees. The Street Outreach Committee would now focus on outreach in areas other than LIRR stations and look to increase the amount of outreach being conducted in the community. The SOC would also work on connecting with business owners and other community partners. The LICH has a hotline dedicated to reporting homeless people seen in the community, which the SOC would respond to within 24 hours.

Team Long Island and Priority One veteran subcommittees would continue to hold combined meetings. There would not a veteran subcommittee that would be part of the regular CoC meetings. Veteran updates would be shared at any CoC meeting, as relevant.

The CoC would also be reaching out to youth programs, school districts and other community partners to form a youth committee.

Amityville Community Center:

Non-profits would be able to rent conference rooms at the ACC for half days or full days. The Boutique was announced to have officially be open. There would be volunteers at LICH on Mondays from 10:00am- 3:00pm ad eventually by appointment and referral for other times. LICH would accept clothing donations, if possible, Monday through Friday, 9:00am- 5:00pm.

Announcements:

LICH has launched its new website at [www.addressthehomeless.org](http://www.addressthehomeless.org). The site was explained to be geared for more community interaction and engagement. The site features sections such as “Get Help,” where viewers can be linked to services and information.

LICH was still conducting a winter drive. There would be a Sort and Pack event at LICH on January 9, from 10:00am- 2:00pm.

Mercy Haven did not have a working e-mail system, please contact MH by phone at 631-277-8300.

\*The next CoC meeting will be held on Friday, January 15 at 9:30am at the ACC, room 203.