

General Assembly Meeting

Date and Time

Thursday, February 19, 2021, 9:00AM-10:00AM

Location

Zoom Meeting

Attendees:

Erin Kelly, Cindy Thomas, Tyler Wands, Mandy Reagan, Kelli Rafferty, Matt Bouchie, Charleen Michaud, Jocelyne Pinsonneault, Katie Haley, Robyn Malchanoff, Brendon Meattey, Jasmine Harris, Shannon Place, Erin Segaloff, Mark Stokes, Stacey Lazzar, Candace Cappio Gebhart, Keith Howard, Meghan Shea, Germano Martins, Dee Santoso, Katie Tovar Paciulan, Mackenzie Baney, Brian Mooney, Todd Fleming, Chertina Walker, Thomas Carter, Bianka Beaudoin, Kristi Schott, Stephanie Savard, Phil Alexakos, Kylie Grenier and Madison Lightfoot

9:00 Meeting begins

Greetings and Introductions

Chair Erin Kelly welcomed everyone to the meeting. Meeting was recorded due to Clerk Ellie Huot not being in attendance at the meeting.

Coordinated Entry Project Update

Chair Erin Kelly reported that the Coordinated Entry project is moving forward. Chair Erin and Vice Chair Steph Savard have had multiple meetings with housing providers throughout Manchester regarding switching over to a Coordinated Entry system as the ONLY way of filling vacancies in their programming. This has been a HUD initiative for a while and Manchester has done an efficient job with programs that were already utilizing the system. Moving forward, there will need to be a strong relationship between front line workers and housing providers for the tool to be used well. The Coordinated Entry Subcommittee was reconvened and is being chaired by Mark Stokes. Mark provided a brief update regarding the subcommittee. They meet the second Thursday of every month at 9am. They are currently working on partnership agreements for organizations who interact with participants but do not utilize HMIS (where Coordinated Entry is entered) and revising the HMIS consent form to include Coordinated Entry. HMIS stands for Homeless Management Information System. If you would like to join the Coordinated Entry Subcommittee, please reach out to Mark Stokes at mstokes@fitnh.org.

Board of Mayor and Alderman Meeting

Chair Erin Kelly gave an update on the upcoming Board of Mayor and Alderman meeting that will be taking place on March 2nd, 2021. Mayor Joyce Craig requested that Erin and Vice Chair Stephanie Savard give a presentation on the Manchester Continuum of Care (MCoC). Erin and Stephanie plan to discuss the structure of the MCoC including decision making processes, leadership structure and the funding structure of the Notice of Funding Announcement (NOFA) process. This will be a public meeting if people would like to join and support the MCoC. Erin and Stephanie will also be attending a Board meeting later in the month, on the 16th, due to Commissioner **Chivenet** being in attendance.

Council on Housing Stability

Vice Chair Stephanie Savard gave an update on the Council. This is a statewide initiative that was created in late 2020 by the Governor. The Council is formed with members from NH with different backgrounds coming together to create more stable, affordable housing. There are four work groups in the Council: Data, Planning & Regulation, Regional Leadership & Coordination and, Housing Instability & Homelessness Systems. Chair Erin and Vice Chair Stephanie are on this Council due to their roles on the MCoC. Erin and Stephanie are on the last two work groups, respectively. The hope is to

add Manchester representation at the two work groups (Data and Planning & Regulation) that don't already have it. Please reach out to Stephanie if you have any interest in this. You can reach Stephanie at ssavard@fitnh.org. At the statewide meetings there have been conversations about CoCs (Manchester, Greater Nashua and Balance of State) collaborating better, a potential plan for a merger of CoCs and discussion of creating a State Plan to End Homelessness. The Housing Instability & Homelessness Systems work group has been tasked with creating this Plan. The intent is that it will be formalized by June 2021. The work group is consulting with the Corporation for Supportive Housing (CSH) on the Plan. Please reach out to Stephanie if you have any ideas specific to Manchester that can be included in the plan. The Council also has a website where a lot of information can be found regarding their meetings and progress moving forward.

Point in Time Count / NOFA / System Performance Measures

Member-at-large Mark Stokes gave an update regarding recent data. The Institute for Community Alliances is working on Point in Time (PIT) Count data that was collected in late January. The Outreach Subcommittee is working to de-duplicate the unsheltered data that was collected by multiple organizations. ICA sent out the Housing Inventory Chart (HIC) and the HIC reports are due to ICA no later than March 4th. The NOFA will most likely be accessible in late Spring/Summer 2021. ICA is running a System Performance Measures data sweep on Monday February 22, 2021.

COVID-19 Vaccine Update

Phil Alexakos from the Manchester Health Department gave an overview of the vaccine role out in Manchester. 70% of the weekly allotments are going through fixed sites. These sites are administering between 700-800 vaccines per day. 30% of the weekly allotments are being split between allocations to public health networks and an equity allocation. The 30% allocation has decided to utilize their own system to create appointments with individuals receiving the vaccine. The Health Department is working with organizations in Manchester to distribute their allocations. So far, the Health Department has worked with The Moore Center, EasterSeals, Mental Health Center of Greater Manchester, Families in Transition – New Horizons, 1269 Café, Helping Hands, Waypoint and the Manchester Housing and Redevelopment Authority. The Health Department works with these organizations due to many participants either falling into the “1b” category or falling under the equity allocation. The Health Department also works with these organizations to ensure that they do not waste any of the vaccine at the end of the day. The Health Department has trained some of the Manchester Fire Department to administer the vaccine and they have been collaborating since then. Vaccines have been distributed through Walk-Up stations, Drive-Thru locations and Door-to-Door for some recipients who cannot leave their home. Please reach out to Phil at palexako@manchesternh.gov if you would like to connect your organization for vaccines or if you have any questions.

City Funding Update

Member-at-large Todd Fleming gave an update regarding Manchester city funding. Todd reported that the city will most likely be level funded from the previous fiscal year. Community Development Block Grant (CDBG) will be awarded \$1.8 million, Home Funds will be awarded \$700,000 and Emergency Solutions Grant (ESG) will be awarded \$156,000. The Community Improvement Program received 30 requests from 24 agencies totaling \$1.1 million and 77 requests from 11 City Departments totaling \$71 million.

Todd reported that most of the CARES Act funding has been allocated to projects in Manchester. There is \$110,000 ESG-CV funding left. This funding must go towards responding to, preventing or preparing for COVID-19 virus. Please reach out to Todd at tfleming@manchesternh.gov if you're interested in this funding.

Annual Action Plan

Member-at-large Todd Fleming gave an update on the City's Annual Action Plan. A public meeting was held at the beginning of February. Currently, a draft is being worked on that should be available for review on April 19th. Reviewers will have 30 days to look at the document and suggest changes. Please submit any ideas you have regarding the HUD

funding expenditure to Todd. All information regarding this plan can be located on the City's website under the Planning and Community Development Department tab. <https://www.manchesternh.gov/Departments/Planning-and-Comm-Dev>

Subcommittee Updates

- Veterans – Katie Tovar Paciulan provided an update. Meet 4th Wednesday of every month via Zoom. 13 Mayors signed onto their Ending Homelessness Initiative. They are currently working through the Federal Benchmarks and intend to have submitted the Benchmarks by June 2021. The VA and EasterSeals are still doing outreach. Most providers funding is back to a pre-COVID state.
- Community Care Team (CCT) - Matthew Bouchie provided an update. Meet 2nd Wednesday of every month at 2pm, virtually. Discuss vulnerable, complex cases with a variety of providers to provide wrap around services to individuals.
- Outreach – Matthew Bouchie provided an update. Meet 2nd and 4th Wednesday at 9am, virtually. Outreach workers attempting to coordinate timing of outreach better to serve more camps with a spread-out timeline. Subcommittee is attempting to name camp sites so that all providers are on same page when discussing outreach spots. Discussing a map of camp sites for internal use only to provide better services. Canal Street campsite had a major fire, no injuries, and the city shut the site down. Outreach workers are still attempting to find all individuals who were previously staying at that camp.
- Youth – Erin Kelly provided update. Meet 4th Tuesday at 10am. Erin and Clerk Ellie Huot co-facilitate the subcommittee. Focus on youth and young adults (YYA) 12-25 experiencing homelessness. Subcommittee has multiple focus areas. The first is working in a collaborative way with the statewide Youth Action Board (YAB) to become ready for the Youth Homelessness Demonstration Project (YHDP) Grant that will be available Spring 2021. The second area of focus has been writing a proposal to NH Job Corps to collaborate with a non-profit to provide a Job Corps Prep program. A housing program with job training attached was identified as a high need in Manchester and Job Corps has not typically been at bed capacity in the past. A lot of YYA have identified that they were not accepted or were not successful at Job Corps. This Prep program will provide them the skills to be prepared. The third focus area is data. The subcommittee is attempting to complete a community assessment with the Carsey Institute to get a better understanding of the scope of YYA homelessness in Manchester. The subcommittee is also partnering with Saint A's College to create a survey with a QR code to reach YYA who may not be connected with services or a school system.
- Coordinated Entry – Mark Stokes provided an update. Meet 2nd Thursday of month at 9am, virtually. The next meeting will focus on Policies and Procedures and the Partnership Agreement.

Open Floor

- The Manchester Continuum of Care is having a website created by Families in Transition – New Horizons. There have been versions of this website in the past, but they are no longer operating. There will be an announcement made to the General Assembly when the website is ready to launch. Information regarding agendas, minutes, subcommittees and more will be available on the site.
- The Manchester Library is planning on opening at a 50% capacity by the middle of March. Individuals will be able to browse for books, utilize the space and utilize restrooms.
- Safe Families for Children is still running and currently has capacity to accept children into their host homes. Host homes are not always in Manchester but, the program provides transportation to the homes.
- Madison Lightfoot spoke about the Federal funding update. There is currently a \$200 million Emergency Rental Assistance bill waiting to be approved. Senator Shaheen requested that the wording be broad enough to cover broadband as well. The State has to have 65% of the funding spent down by September and allowing broadband to be covered will help get closer to this benchmark. Senator Shaheen is waiting to hear back from the Treasury Department.
- Madison Lightfoot also gave an update on the Emergency Family Restabilization Act bill introduced by Senator Shaheen. This bill would create a new grant program that would allow flexible funds for community-based organizations to meet the needs of children, youth and families experiencing homelessness.

Next Meeting: April 15, 2021

10:00 Meeting Concludes

**Minutes Prepared By:
Ellie Huot – Waypoint
MCoC Clerk**