



Kentucky Housing Corporation
KY Balance of State Continuum of Care – Advisory Board Meeting
10:00 a.m. ET, Thursday, October 18, 2018
KHC – West Annex – 1231 Louisville Rd. Frankfort, KY 40601

The Kentucky BoS CoC Advisory Board met on October 18, 2018 at Kentucky Housing Corporation in Frankfort, Kentucky. A quorum was present with the following members:

KY BoS CoC Board Members Present and via Webinar

- Caleb Rose, Pennyroyal Center (Region 1)
- Steve Clark, Heartland Cares (Region 1)
- Kristy Dangel, Women’s Crisis Center (Region 3)
- Danielle Amrine, Welcome House (Region 3)
- Paul Semisch, Gateway Housing (Region 4, Chairperson)
- Rebecca Stamper, Volunteers of America (Region 4)
- Jackie Long, Mountain Comprehensive Care Center, Inc (Region 5)
- Bailey Richards, Kentucky River Community Care (Region 5)
- Marty Jones, Community Action Council of Lexington (Region 6, Vice-Chair)
- Kenzie Strubank, Homeless and Housing Coalition of Kentucky (Region 6)
- Robin Perkins, KCADV (ex-officio)
- Adrienne Bush, HHCK (ex-officio)

KY BoS CoC Board Members Absent

- Cyndee Burton, Matthew 25 (Region 2)
- Michelle Yoebstl, BRASS (Region 2)

Others Present and via Webinar

- Candace Aulick, Welcome House
- Lynn Childers, CAREs
- Terry Davidson, Clark County Homeless Coalition
- Beverly Isom, KCEOC
- Andrea Miller, KCADV
- Peggy Tucker, CILO
- Donna Wyatt, Pennyroyal Center
- Curtis Stauffer, Kentucky Housing Corporation
- Shaye Rabold, Kentucky Housing Corporation
- Rosemary Luckett, Kentucky Housing Corporation
- Ashley VonHatten, Kentucky Housing Corporation
- Tisha Callis, Kentucky Housing Corporation
- Kathy Lykins, Kentucky Housing Corporation

Approval of the Minutes

A motion to approve the minutes from the July 19, 2018; August 3, 2018; and August 30, 2018 minutes was made by Kenzie Strubank and seconded by Jackie Long. The motion passes unanimously.

KHC Updates

Curtis shared with the board there were no significant updates regarding the reorganization of the HCA Department. He said plans have been submitted to KHC executive leadership for review and approval. He asked for the board's continued patience. He anticipates everything will be approved by early November. He also thanked KHC staff for the hard work for putting together a strong CoC application. Thanks to Shaye and Rosemary for their support and leadership through the process as well. Curtis also talked about the USICH Convening on Rural Homeless he and Shaye attended in Mississippi. He said in some respects we are ahead of the curb especially in Coordinated Entry and in other respects we are a little behind. He said one area for improvement in coordination with the VA. Some VA regions have full time staff members who work on Coordinated Entry. A goal of ours is to increase our links to VA over the next few months. William Snow from SNAPS was there who is responsible of the design of the NOFA and scoring criteria. One thing he made abundantly clear is they are very open to feedback to NOFA this year. HUD is scheduling a TA call where they will talk about NOFA concerns and issues in November. Curtis asked for anyone with concerns or feedback regarding the NOFA to let them know. He also said KHC wants to use the planning grant to conduct trainings on a number of subjects over the course of the year and wants feedback on what topics should be prioritized. Some topics are Housing Focused Case Management, Housing First Implementation, and Diversion. Adrienne suggested a training on property management under Housing First model and what to do when you have serious safety and health concerns.

Curtis also gave information regarding a meeting he attended with Congressman Yarmuth and HUD on re-entry from prison and housing and case management strategies. The meeting included a discussion on a Federal bonding program, where if you have a person with a criminal record you wish to employ, free bond will be provided to cover an employer's theft, injuries, forgery, arson, etc. KHC will put out an eGram in the near future regarding this program to give our partners all the information they will need. Jackie said there is a similar program for Veterans.

Curtis informs us that Wendy Smith will be taking over as Deputy Executive Director for HCA by the end of November. Lisa Beran will remain in a consulting role for a few months following her retirement.

CoC/ESG Updates

Shaye said she is reviewing areas within the CoC application where we can improve on our competitiveness and for improving our system. What she hopes to do for next meeting is have some recommendations to ask for feedback to make improvements. One area that needs more focus is racial disparities within our service system. She said as part of the competition this year, we did a basic analysis that Curtis took lead on based on HMIS data. Shaye said in the high-level analysis, we did see a larger number of African Americans returning to homelessness after exiting to permanent housing than their white counterparts. She said we cannot as a CoC fix hundreds of years of structural and institutional racism, but we can make improvements such as through racial bias training and working to ensure the staff make-up reflects the demographics within service areas. She said another area where we need to do some work is on establishing homeless preferences for public housing authorities and for Moving On initiatives. She said some PHAs have homeless preferences, but we do not know how many exactly. She said we need to have a more focused strategy to encourage PHAs to implement preferences. Some of this can be done at KHC level and some at the local level. The other two major areas for improvement relate to better utilization and coordination with the VASH Voucher program and Street Outreach. She said the question on the CoC application is whether street outreach is conducted throughout the entire geographic area. HUD's expectation is for this outreach to be done a minimum of once per year, which

she believes is not impossible to accomplish. She said the last area we need to do some work is anti-discrimination policies. Coupled with that is more training on how to better serve the LGBTQ community as well as Equal Access rules.

Curtis stated that the local PHAs cannot have blanket criminal record policies. Doing so is a violation of Fair Housing laws. Paul said he would appreciate talking points on how to talk to PHAs about this topic. Adrienne said she can get it for Paul.

Curtis asked everyone to think about the Hispanic and Latino populations. They are underrepresented in the homeless populations compared to the African American populations. We need to think about this as well as language barriers for the Hispanic populations.

ESG information

Shaye said 2018 ESG grant agreements should be sent out shortly. Rosemary said they are trying to get money out to agencies with the lowest 2017 ESG balances first. She said agencies will notice additional language has been added to the agreements on serving unaccompanied and parenting youth. The language is vague so KHC will work on clarification on what it means.

Shaye said HUD is basically trying to ensure ESG recipients know they can serve 18-24-year-old youth and unaccompanied/parenting minors 17 and under. ESG can serve that population as well. You can have your own policies. Shaye reminded everyone there will be a competitive ESG application in the Spring of 2019. Shaye asked for feedback if anyone has any to share on scoring criteria/priorities. Shaye said the plan is to do another 2-year competitive funding round. Paul says we can put on agenda for the November meeting and brainstorm.

Adrienne asked how do we address criminal background checks in the application?

Shaye said what was used in 2017 mirrored the questions in the CoC application. She said in the grant agreement it does not explicitly say you cannot use criminal background, but you must use what you said you would do in the application.

Adrienne strongly advised KHC to address criminal background checks in the application. HHCK receives several phone calls about this where people have been turned away from shelters because of criminal background checks. Shaye asked if anyone can make an argument where it might be appropriate? Paul wanted to know what exactly is being considered regarding criminal background checks. He said there must be some sort of policy to keep your people safe, especially children in family shelters. Adrienne agrees that there are special occasions where you would need to have certain criminal background checks like for sex offenders, but there just shouldn't be a blanket criminal background check.

Shaye says we need to get in touch with our ESG shelters to find out what their policies are around criminal background. She says the CoC's goal is for people to have immediate access to low barrier shelters when they are in crisis, but she also understands there may be legitimate reasons for some background checks. Shaye says part of the issue could be what people consider their program to be? Is it actual crisis emergency shelter or are you running it like a Transitional Housing? Adrienne asks, why accept ESG money if you aren't running it like a crisis shelter?

HCA forms 151 and 152

Kathy Lykins explained the intent and purpose of the forms to ensure the board understood these are not eligibility documents for homeless programs. They are income calculation forms. Agencies will not need these forms unless required to calculate income to determine the amount of assistance to the client. The form may be needed if client rent is based on income or if the agency is giving home buyer assistance based on income, etc. For income calculation these forms would be used to help document zero income, determine if the client has a job, or identify informal support such as phone, food, gas, etc. KHC changed

Form 151 back to its original content as found in the toolkits. Form 152 was created because during a HUD income calculation webinar the trainers stated that agencies need to ask additional questions as part of their due diligence efforts. Therefore, KHC has decided to require this form. Form 152 is not intended to be completed by the client, but instead by case manager or agency staff member. Staff can do this in conversation with the client or if the answer is already known by the staff, it is ok to go ahead and answer those. This form is to guide you. For instance, if someone is coming into an agency applying for TBRA and it doesn't appear to be a truly zero income situation, then this form will be helpful.

Kenzie expressed her concern that this guidance comes from the HOME program and doesn't do well with low barrier CoC and ESG programs.

Kathy explained that Form 152 is not intended to be a barrier because, with few exceptions, CoC and ESG do not use income for eligibility and would not determine whether or not a client gets into a program. It is only used when you are figuring out how much income they may or may not have. It is no different than verifying employment.

Kenzie stated that this form feels like a form a Public Housing Authority would use.

Kathy explains that this form is similar to those used in public housing authorities and that it is consistent with guidance in the part 5 regulations that address how to calculate income.

Marty asked if we have received any guidance from HUD regarding this form and how it relates to the homeless programs? He was concerned this form could delay clients from getting housed.

Baily asked how a gift of someone paying for a cell phone for a client would translate into a portion of the rent payment.

Rosemary stated that KHC will seek information from HUD as to the applicability of this type of documentation for HUD homeless programs. It will be useful if HUD could give us better scenarios to help us interpret. KHC will seek guidance through an AAQ to HUD. She suggested that KHC could do a webinar related to implementation of this form once we get clarification.

Everyone agreed that we definitely do need something to better explain the form after guidance from HUD is received. Marty recommended putting a hold on this form because it is so confusing until we can get clarification from HUD.

Paul stated that we need additional guidance from HUD to determine how and when to use this form.

Kathy reiterated her desire to keep the agencies and KHC in compliance with program regulations.

Curtis wanted to also add that HUD's Office of Inspector General in Atlanta is focusing on this. Since there is no direct guidance at this time, an AAQ to HUD is great strategy.

Paul asked KHC to let the agencies help with the roll out and implementation of forms before they are implemented in the future, if possible. They can provide some input to help.

Kathy stated she would appreciate getting feedback from the agencies and will start utilizing their offer when implementing new forms.

Coordinated Entry Committee

Kenzie provided an update for the Coordinated Entry Committee. She said they are working with Ashley on a coordinated entry training for later this year. The committee is also reviewing the current policies and procedures to determine if updates are needed, especially since HUD recently published new

guidance of managing a coordinated entry system. The committee will also be discussing how to incorporate diversion into the coordinated entry process.

Performance Measures Committee

Marty stated the committee met earlier in the week. KHC staff compiled data from the 2018 CoC local competition process regarding questions 3, 4, 6, 7 on the renewal project score sheet. He said the committee recommends establishing 30 days or less as the benchmark to use for RRH and PSH for the time it takes from program entry to housing move-in. He said they are also considering recommending that RRH and PSH projects have 80-90% of their participants move from enrollment to housing move-in in 30 days or less. For questions 6 they would like to establish 90% for RRH as the standard. He said the committee also discussed the need for training and technical assistance related to performance measures and that it would be a good idea to start with lower performing projects. Ashley said she would develop a survey monkey questionnaire to get feedback. The committee will follow-up with the board on recommended benchmarks and goals.

Governance Committee

Paul informed the board that Lydia Jefferson was voted on as a new board member.

Curtis states that there may be another option from WellCare who may be willing to serve.

Paul said at the next Governance Committee meeting, the group will review the bylaws and the MOU with KHC and will bring any recommended changes to the board.

K-Count Committee Report

Kristy and Kenzie are co-chairing this committee and working in partnership with Shaye.

They identified two goals which are to assist KHC in coming up with a survey that is user friendly for surveyor and the participant. They also want to help incorporate some best practices to the K-Count trainings this year. They plan to have draft surveys for board approval at the next CoC board meeting.

They also talked about the importance in involving KCADV and getting tips from our VSPs.

K-Count Trainings:

The following dates were scheduled for a planning meeting and regional trainings:

Planning meeting date will be December 4th at 2PM.

January training dates are as follows:

Region 1: Thursday January 10th

Region 2: Friday January 11th

Region 3: Tuesday January 15th

Region 4: Wednesday January 16th

Region 5: Friday January 18th

Region 6: Tuesday January 8th

Advocacy Update

Adrienne reported the Federal government is operating under a continuing resolution through December 7, 2018. She said Senator Elizabeth Warren has introduced a bill that would significantly increase funding for affordable housing. It is unlikely to gain much traction, but HHCK will be monitoring its progress. that

we will be paying attention to. She reported that there is talk about cuts to entitlement programs in order to balance the budget.

She reported an opioid bill (HR6) was passed that had one paragraph regarding setting aside HUD funding for recovery housing. It is unclear how the program will work or be administered.

Adrienne said there is continued talk about expanding HUD's definition of homelessness. The National Alliance on Ending Homelessness opposed expansion while other advocacy groups, particularly in the public education realm, support it.

Shaye states that she hasn't seen the most recent version of the Bill, but it is more than just expanding the definition, but a lot of other requirements to the bill that be a little more problematic. If you would like to watch the hearing send Adrienne an email and she will send you the link.

Adrienne said HHCK's annual meeting will be held on November 1, 2018.

Other business

There was no other business to discuss. The next Advisory Board meeting was scheduled for Thursday November 15th at 10:00 ET.

With no further business, the meeting was adjourned.