

## CoC Statewide Webinar Summary Notes

February 4, 2015

KHC Staff Presenting:

Lynn Chrisman, *Training and Development Specialist*

Davey King, *Managing Director, Housing Contract Administration*

Jennifer Oberlin, *Manager, Training and Development*

Polly Lloyd, *Research Analyst*

Jill House, *ESG Program Specialist*

Webinar attendees were welcomed by Kentucky Housing Corporation (KHC) Training and Development team member, Lynn Chrisman. Attendees were directed to the updated agenda that was expanded upon since it was provided to them earlier in the day via email.

Davey King presented the following information:

- The 2015 Affordable Housing Conference will be April 8 and 9 at the Lexington Convention Center. The theme for this year's conference is Housing Kentucky Families: new vision, new strategies. Attendees were directed to [Kyhousing.org](http://Kyhousing.org) website for additional information on the conference, registration, hotel accommodations and the awards.
- The deadline for submitting award nominations was to February 9, 2015. Nominations should be forwarded to Charla Peter, Managing Director of Communications, at [cpeter@kyhousing.org](mailto:cpeter@kyhousing.org)
- VI SPDAT training will be offered in a session at the Affordable Housing Conference on Thursday, April 9, and a day-long training on the system on Friday, April 10 from 9 to 4:30. The training will be conducted by the creator of the system, Iain De Jong. There is no charge for the day-long training on April 10. An eGram will be forthcoming with more details on how to register.

Polly Lloyd presented the following information:

- The VI SPDAT training should be attended by 'front line' staff and not necessarily executive directors unless they are the person working directly with clients. Agencies should send staff that work directly with clients such as case managers.
- The Statewide CoC Meeting will be held on Tuesday afternoon, April 7, starting at 1:15 pm at the Hyatt Regency in Lexington. The agenda for the meeting is being set by the CoC Advisory Board and will be finalized in March. Some topics on the agenda will include the KY Balance of State Coordinated Assessment Implementation guidelines and timelines as well as updates on the KY Balance of State Continuum of Care application process.
- The Kentucky Interagency Council on Homelessness (KICH) will also be meeting on Tuesday, April 7, starting at 10 am. The Homeless and Housing Coalition of Kentucky (HHCK) will be meeting later that same afternoon, starting at 3:30, also at the Hyatt.
- Changes have been made to the KYHMIS Help Desk webpage that better align with the rest of the KHC website and logo. The information and process remains the same.

- Changes have been made on KYHMIS intake and exit forms that include the removal of "single-no other household members." All clients with no other household members need to be listed as "self-head of household." Changes to the exit forms include the additional destination option of "rental by client-no ongoing housing subsidy."
- KHC was notified that as of October 1, 2014, we were to start a rollover process of having agencies to collect all client data KYHMIS for agencies that receive Runaway Homeless funds from HHS. The deadline for this rollover process is April 1, 2015. At this time, KHC is only aware of one agency with these type funds in the state of Kentucky. If any other agency receives this type funding, please contact the KYHMIS Help Desk.
- KHC's is aware that continuing education for KYHMIS is a concern especially as it relates to travel. Anthony Pinson has developed a curriculum to do online training. If partner agency staff have continuing education credits due in 2015 for KYHMIS, please wait for the new curriculum to be finalized. Continuing education will include watching online videos and then taking tests to receive the credits.
- Media coverage for the 2015 K-Count was excellent. Thanks to partner agency staff members across the state that were on the radio, newspaper articles and TV stories about the K-Count. Thanks to the KHC Compliance Department staff for participating in the K-Count, visiting shelters and conducting unsheltered surveys.
- All the data for the K-count is due to be entered by midnight February 6. After midnight, the online surveys would no longer be accepted in the system. If any agency had a household with more than seven people, contact her so that all household members can be accounted for since the surveys do not go beyond that family size.
- The online sheltered survey form for 2015 does not have a drop down for the specific program to be selected as it has been in years past. The first question will be listed as location and staff will need to enter the program name in that area on the survey. Outreach coordinator is also due be submitted to her by February 6.
- VI SPDAT participating agencies have 50 yes or no questions. The last page of the SPDAT is optional and is not in HMIS. Once agencies come to the end of the 50 yes or no questions, the remainder of the questions are not required.

Jennifer Oberlin presented the following information:

- The CoC Advisory Board has been reinvigorated over the past several months. Some items at the top of the lists of task for the CoC Advisory Board is addressing the development and implementation of the Coordinated Assessment for the Balance of State. The board met in November and December with the next scheduled meeting for February 25.
- CoC Advisory Board information and minutes are now posted on the KHC website, on the Continuum of Care page under Specialized Housing Resources tab.
- The CoC Advisory Board will be voting on a timeline for the implementation for the Coordinated Assessment system which was discussed at the December meeting. Details of the discussion on this can be found in the December minutes.

Lynn Chrisman presented the following information:

- New board members are being solicited for Regions 1 and 2. Lee Alcott from Barren River Area Safe Space is vacating her seat on the board from Region 2. CoC members may make nominations for the vacant seats by emailing [Lchrisman@kyhousing.org](mailto:Lchrisman@kyhousing.org).
- HUD recently announced the 2014 Continuum of Care new and renewal project awards. All renewals and one new housing project were all funded for the Kentucky Balance of State CoC for a total of \$8,298,485.
- HUD released the Grant Inventory Worksheet (GIW) on February 3 for the 2015 CoC application round that is due back to the Louisville HUD Field Office on Monday, February 16. In recent years, the CoC application process had been taking place in late summer and fall. The GIW is a precursor to the registration process and the Notice of Funding Availability (NOFA). Thus, the 2015 CoC application may be coming out in the spring. KHC does not have any additional information on when the CoC application and NOFA will be released but CoC partners need to be prepared for a possible spring application cycle.
- The 2015 Housing Inventory Count (HIC) forms are due via email by Friday, February 6. Technical assistance is available to agencies with questions on how to complete the form. Agencies need to make sure what they submit on their HIC form for the number of clients in their program for the night of the K-Count matches what they have in HMIS or what they submitted on K-Count surveys.

Jill House presented the following information:

- HUD monitored the Emergency Solutions Grant (ESG) program and several specific agency files in December with no findings. She extended her gratitude for all the good work the ESG agencies are doing and how well they are operating their programs.
- Agencies with 2013 ESG grants must have all funds spent by the March 31, 2015 deadline.
- The 2015 ESG application will be made available online with the UFA system. Updates to the application and scoring criteria will be made in the next few weeks, which are anticipated to be minimal. Plans are to have application and scoring changes made by the end of February with the application being made available online sometime in March. Submission will be in April. Specific dates will be shared as soon as established.
- A question was raised by an attendee regarding whether the ESG application will score attendance at the Statewide CoC meeting. After a brief discussion, it was determined that attendance at the Statewide CoC meeting is not a scoring criteria for either the CoC or the ESG application.

Lynn shared the following final comments:

- For CoC projects, some of the draw submissions are missing project and grant numbers. Please be sure and include correct grant and project numbers on all draws. Anyone needing assistance to get these numbers should contact their program representative.
- Report staff changes to Housing Contract Administration staff. Anyone interested in being included on the email distribution list should contact her with their contact information.
- Please sign up for HUD email listserv and KHC eGrams. The link for KHC eGram lists was shared with attendees.

- Curtis Stauffer from the Homeless and Housing Coalition (HHCK) had sent in a reminder to the webinar that HHCK members with a current membership have the opportunity to get a discounted registration for the Affordable Housing Conference. HHCK is partnering with KHC on the Affordable Housing Conference and current members should contact HHCK directly about receiving the discounted rate.

Questions asked during the webinar include:

Q: Are awards for the Affordable Housing Conference available statewide, including Lexington and Louisville nominees?

A: Yes, the awards are eligible for anyone or organization within the state.

Q: Is the VI SPDAT now a requirement for all CoC programs to be using?

A: At this time, the VI SPDAT is not required but KYMIS and KHC staff are in discussion with the CoC Advisory Board. It will eventually be a requirement but not at this time. CoC partners will be trained on the tool prior to it being a requirement.

Q: Is there a cost for attending the conference.

A: There is a \$200 per person fee for attending the conference.

Q: Do attendees at the Housing Conference need to stay over and attend the VI SPDAT training or will that training be offered at a later date?

A: The VI SPDAT training is a rare and unique opportunity for Kentucky and is not scheduled to be offered again by Iain De Jong so anyone interested in learning from the creator of the system are encouraged to attend. The VI SPDAT is not actually part of the Housing Conference and is not a part of the registration fee. There is no fee for the VI SPDAT training on April 10. Those wishing to attend the VI SPDAT training are not required to attend the Housing Conference.

Q: What does the \$200 conference registration cover?

A: The \$200 conference registration for the Affordable Housing Conference covers all the workshops, plenary sessions and meals that are provided during the conference. The full two days are covered by the registration fee but that doesn't include hotel accommodations.

Q: Is the Statewide CoC meeting mandatory.

A: No, it is not mandatory but CoC members are encouraged to attend.

Q: Is the statewide meeting used for scoring purposes for ESG or CoC.

A: No, as it is not mandatory, it is not used in any scoring criteria.

Q: Will the hotel rate be the same for the VI SPDAT training as for the conference.

A: Staff will check with KHC Business Logistics that is working with the Hyatt and let CoC members know whether the conference rate will be extended to the night prior to and after the conference.

Q: If an agency attends the VI SPDAT training, is the expense and time allowed to be charged to the grant?

A: Usually, only HUD-sponsored trainings are allowed to be charged to grants. If KHC program staff identifies options for charging this training to specific grant areas, the information will be shared with agencies.

Q: Can a person attend only one day of the Housing Conference.

A: No one-day rate is offered for the Affordable Housing Conference for 2015 that the HCA Department is aware of but this will be checked on with the Business Logistics Department.

Q: Will the forms from the ESG/CoC trainings be available on the KHC website?

A: The fillable forms are being developed at this time and will be available on the KYHIMS page in the near future. The KYHIMS Help Desk webpage is being modified to become a customer service portal for all of the Housing Contract Administration Department and the tool kits will be a part of this.