



**Kentucky CoC Balance of State Board  
Meeting Minutes  
December 16, 2014**

The meeting was held at the United Way of the Bluegrass Office in Lexington, Kentucky.

Kentucky Housing Corporation (KHC) staff present: Jennifer Oberlin and Polly Lloyd

Roll Call follows:

**KY BoS CoC Board Members Present:**

- Jodie Brandenburg, Kentucky River Foothills Development Council, Inc.
- Adrienne Bush, Hazard-Perry County Community Ministries
- Linda Young, Welcome House
- Sharon Hendrickson, Kentucky River Community Care
- Paul Semisch, Gateway Homeless Coalition
- Debbie Sivis, Shelter of Hope

**KY BoS CoC Board Members Absent:**

- Alisha Barton, Salvation Army of Hopkinsville
- Cyndee Burton, Matthew 25 Aids Services, Inc.
- Vacant Seat, Region 1
- Lee Alcott, Barren River Area Safe Space
- Josie Kirker, Franklin County Women's Shelter
- Marsha Croxton, Women's Crisis Center

**Others Present:**

- Anna Coleman, WestCare
- Tom Olcott, WestCare
- Charlie Lanter, Director, The Office of Homelessness Prevention and Intervention, Lexington Fayette Urban County Government
- Melissa Frazier, Kentucky River Community Care
- Nathan Thompson, United Way of the Bluegrass
- Steve Wallace, United Way of Southern Kentucky
- Debbie Hills, United Way of Southern Kentucky
- Beth Stroud, United Way of the Southern Kentucky

Quorum not met.

**Discussion of the expansion of 2-1-1 and Coordinated Assessment:**

Polly Lloyd, KHC, began the meeting at 12:15 p.m. with a summary of introductions with all present in the room. She explained that representatives of the United Way of Southern Kentucky were present just prior to the board meeting for a demonstration of the ServicePoint software and how they can incorporate it into a 2-1-1 expansion initiative that is being spearheaded by United Way of the Bluegrass and has interest from United Way of Southern Kentucky.

Polly gave an overall presentation of Coordinated Assessment. The presentation included discussions of how Coordinated Assessment will lead to agencies changing the way they currently do what they do but that it will ultimately lead to greater efficiency and consistency. It will also require that more local and regional community partners come into the fold. The presentation covered the overall goals of Coordinated Assessment and the four major guiding sections of decision making. The main focus of the presentation was on the first steps in implementation of Coordinated Assessment, the access point. Polly's presentation referred to the access point as "One Door", which can be adopted across Kentucky. At this point Adrienne Bush with Hazard-Perry Count Ministries and Jodie Bradenburg, with Kentucky River Foothills Development Council, Inc. shared with the group the many aspects of their trip to West Virginia to meet with Zach Brown, Executive Director, West Virginia Coalition to End Homelessness (WV) including: what they learned from his presentation and how West Virginia initially tackled and is currently implementing Coordinated Assessment.

Debbie Sivis and Sharon Hendrickson discussed several benefits that they see in the Coordinated Assessment approach such as; standardized intake will clarify any participant eligibility issues and how it can help identify unmet needs. The group talked about how the VI-SPDAT could make intake much easier for volunteers. Linda Young inquired about the WV intake model and Adrienne Bush responded that they have no wrong door approach. Linda Young asked how successful WV's approach has been. Polly stated that they are just starting to measure results after one year of implementation. There was general discussion among the group regarding how the VI-SPDAT could simplify the intake process.

**VI-SPDAT:**

Adrienne Bush talked about how the use of the VI-SDPAT could become a challenge because agencies don't have all staff licensed and trained to be KYHMIS users. She also alluded to the fact that if the process does lead to maximized efficiency which ultimately results in cost savings then maybe it does become a reality that agencies can invest more in KYHMIS training, etc.

Polly discussed that deciding how clients are going to access services via Coordinated Assessment is the first question to address in the process. Then the group goes into a discussion regarding a 24-hour access provision. Jen agreed to research the Continuum of Care (CoC) regulation to see if in fact this provision exists.

Linda Young then asked about 2-1-1 coverage and how the United Way will finance KYHMIS for their call centers. Polly stated that KHC has been approached about offering some resources and that they are exploring many other revenue streams. Jodie Brandenburg asks if KHC is giving United Way any enticements to utilize KYHMIS and Polly stated that there has been discussion of KHC waiving licensing fees to agencies that don't receive HUD funding. Jodie Brandenburg discussed the expansion of KYnect and what all the expansion of that system is supposed to provide. Jodie requested that KHC staff contact Rob Jones, Executive Director of the Community Action Kentucky Network, the lead agency for all the Community Action Agencies in Kentucky, to find out more information regarding the expansion. Jennifer Oberlin on KHC staff will do so.

Jennifer Oberlin stated to the group that this is exactly the type thinking that the concept of Coordinated Assessment is asking CoC and Emergency Solutions Grant (ESG) recipients to do – consider current community partners and see how you all could collaborate together. KHC has recently been in discussions with several insurance and medical providers to work out data sharing agreements. Jennifer Oberlin also asked those present if they felt like the questions on the VI-SPDAT tool are manageable for intake. Polly stated that in WV intake it is lasting about 7 to 8 minutes per questionnaire. Sharon Hendrickson asked how prioritization with the VI-SPDAT is not a violation of fair housing. Polly Lloyd explained that the VI-SPDAT and the VI-F-SPDAT are not violations of fair housing as they do not prioritize housing based on any type of protected class. There are two separate questionnaires, ones for families and one for adults based on research that has found a variance in vulnerability and acuity. There is discussion in the group regarding how HUD has often accepted special populations in programs.

The group discussed several real life scenarios to suggest how the implementation of the VI-SPDAT at intake would work. Several board members talked about the need for more face to face meetings to discuss the implementation of Coordinated Assessment, as well as, to inform peers about the progress. Debbie Sivis asked if the Balance of State (BoS) CoC is going to be scored on Coordinated Assessment. Both KHC staff present state that they felt that there is a very real chance that the next Notice of Funding Availability for the CoC program will include questions regarding the implementation status of Coordinated Assessment as scoring criteria.

### **Timeline for Implementing Coordinated Assessment**

The board discussed the need to decide on an access model. Adrienne Bush made a motion to for the Kentucky BoS CoC Board to adopt the "One Door" approach as presented and the motion is seconded by Debbie Sivis. The motion is carried by all members present. Based on this decision, the board members present established a timeline for the next 12 months.

February 25<sup>th</sup>, 2015 - 10:30 to 2:00 in Frankfort

Vote on the Chair and Co-Chair

Vote on timeline as presented

Vote On Access and Assessment

March – Meeting for preparation for statewide CoC meeting in April

April – Statewide CoC Meeting, Affordable Housing Conference, statewide VI-SPDAT and full SDPAT training

June – VI-SPDAT assessment turned on for all KYHMIS participating agencies and Vote on Intervention Strategies

July – Send Feedback Evaluations to All Agencies

August – Study and Share Results Feedback Evaluation

October – Start working on formal accountability: Policies & Procedures

December - Continue working on formal accountability: Policies & Procedures

2016 – Finish implementation on formal P&P

Adrienne Bush made a motion to encourage the KY BoS CoC Board to adopt the timeline as presented, motion is seconded and all vote in favor.

#### **Other Policy Issues - etc.**

The board discussed the need to fill the vacant seat from Region 1, as well as, the need to consider starting regional meetings as well. The board members present recommend the nomination of Debbie Sivis as Chair and Paul Semisch as Co-Chair.

The board also spent time discussing other policy issues that they need to discuss and adopt in the future.

These included:

- Annual Gaps Analysis
- In consultation with recipients of ESG funds within the geographic area, the CoC must establish and consistently follow written standards for providing CoC assistance. At a minimum these written standards must include:
  - Policies and procedures for evaluating individuals' and families' eligibility for assistance under this part;
  - Policies and procedures for determining and prioritizing which eligible individuals and families will receive transitional housing assistance;
  - Policies and procedures for determining and prioritizing which eligible individuals and families will receive rapid re-housing assistance;
  - Standards for determining what percentage or amount of rent each program participant must pay while receiving rapid re-housing assistance;
  - Policies and procedures for determining and prioritizing which eligible individuals and families will receive permanent supportive housing assistance; and,
  - Policies that address specific standards for high-performing communities, as described in policies and procedures set forth in 24 CFR part 576.400(e)(vi) through(e)(ix).

The board members present asked that KHC staff do a survey of currently funded Rapid-Re-housing projects to see how they are calculating the amount of rent each participant must pay.

Paul Semisch also recommended that the group encourage the KY BoS CoC Board to adopt these policies once set into their Governance Charter, the motion is seconded and all agree to adopt the policies above.

Meeting adjourned at 3:35 pm.