



Administrative and Finance Committee

Current date: 1/19/2024	Next meeting: 2/9/2024
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Attendance: Ali Hilton, Becky Poitras, Heather Bradley-Geary, John Tramel, KK Assmann, Rachel Erpelding, Susila Jones, Tehani El-Ghusein

Staff: Marqueia Watson, Patricia Hernandez

Public: Amanda Stadler, DMH

1/19/24 Agenda

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| 1. Call to Order | 4. YHDP Update |
| 2. 1.12.24 minutes approval | 5. Public Comment |
| 3. Old Business | 6. Next Meeting: 2.9.24 |
| a. Internal Transfer Policy | 7. Adjournment |
| b. PSH Move On Strategy | |
| c. Application Feedback | |

1/19/24 Minutes

Agenda	Owner/ Speaker	Action items / Results
Call to order	HBG	Meeting called to order at 9:10am.
Minutes approval	HBG	Alli moved to approve the 1/12/24 minutes. Susila seconded and the motion passed.
Internal Transfer Policy	HBG	<p>HBG had sent the most recent version sent to the community for feedback (from May 2023). This was the 2nd public comment period.</p> <ul style="list-style-type: none"> Becky reminded group that there are a few grammatical corrections still to be made. HBG will work with Becky to clean up. HBG will also confirm there was no feedback from 2nd public comment period. <p>After final revisions, HBG will send to GKCCEH staff to distribute to CoC membership for ratification at the February membership meeting.</p>
PSH Move On Strategy	HBG	<p>What's our responsibility as a committee? What are our next steps?</p> <p>Support programs' capacities (beyond informing them to follow a policy)</p> <ul style="list-style-type: none"> Infusing with new ideas and strategies provides an opportunity for providers to learn and run with it. <ul style="list-style-type: none"> Connect to Section 8 early on. What else? Perhaps we can find an agency with best practices. Hire them to come provide mandatory training for PSH providers .

Evaluate the standards (that come to us by 3/1 for review at 3/9 meeting. **PSH program standards to include:**

- PSH program staff to go through prescribed TBD training.
 - Marqueia shared that a PSH Move-on training and assessment tool is available from 2020. Team included Yvette (from CSL at the time), Nehemiah Rosell, Amy Copeland, and Marqueia Watson.
 - Could resurrect training as a standard of performance.
 - Marqueia shared the Assessment materials and asked **everyone to review** prior to 2/9 meeting:
 - [Move-on Connecticut Supportive Housing Assessment 12-2-19](#)
 - [Move-On Assessment Meeting 10-20-20](#)
 - [Detroit MovingUp Eligibility and Assessment Rev 8-14-18](#)
 - Becky shared CoC Written Standards from Rockland County, NY for **everyone to review** prior to 2/9 meeting, especially Move On standards - <https://caresny.org/wp-content/uploads/2019/09/Rockland-CoC-Written-Standards-2019-.pdf>
 - **Tehani** will confirm with Krysten Olson which program standards are in development.
 - Becky shared a 2020 draft PSH policy document.

- Lots of discussion about the implementation of a PSH move-on tool.
 - Intended use was for all PSH programs to use at some regular set TBD interval.
 - Define interval.
 - The standard would be to assess at designated intervals, with this tool as an option (not mandatory).
 - Monitoring would include a review of the tool and the frequency of use.
 - There are programs who are not doing HUD assessments and/or are doing them without having spoken with the clients. Consensus that we cannot avoid implementing new standards b/c existing ones are not being met. Otherwise it's damaging to community. Non-adherence should impact future funding.
 - Give grace for implementation while also holding programs accountable.

- Our committee must prepare the GKCEEH staff and support them in policy administration
 - Committee is the decision-maker, with CoC membership buy-in.
 - Staff are the messengers and the monitors.
 - Rank & Review makes funding decisions based on applications and monitorings.
 - **Be sure policies going forward have:**
 - Defined implementation/transition period to scale up (if necessary)
 - Consequences of not adhering
 - Monitoring tool and process (that it is feasible/realistic according to staff)

- Start programs with discharge planning in mind.

		<ul style="list-style-type: none"> ○ Programs must have a universal minimum service package for all clients so there is equity in services and the likelihood of move-on readiness. Yes move-on is about clients' behaviors, but it's also about what services are offered. <ul style="list-style-type: none"> ■ Believe this is to be a part of the program standards being drafted. ○ Includes regular assessments and progress toward move-on ○ This still recognizes that not everyone can/will move-on, let alone in a uniform timeframe, e.g., related to impact of their disability, sex offender status, eligibility for other federal housing programs ○ Program staff likely will need training around the why and the how to have these conversations <ul style="list-style-type: none"> ■ Alli noted that Synergy's emergency youth shelter has seen this conversation work; since starting the conversations, youth have been more likely to engage and make progress when they know the stay is needs based (compared with those who were staying for the max 30 days.) <ul style="list-style-type: none"> ● No present committee members attended yesterday's meeting with KCMO Housing Authority and area PSH providers. However, Becky spoke with Ed Lowndes this morning: <ul style="list-style-type: none"> ○ Ed refers to a new "Super Preference" to support those ready to transition from PSH subsidy to Section 8 subsidy, provided that PSH provider services will continue to provide for at least 6 months. ○ Opening this partnership to all PSH in KC (604 and Northland/BoS) ○ For these types of transfers, the ineligibility would be limited to the 3 Federal criteria: Registered Sex Offenders, Manufacturing of meth on fed property/program, and/or Income eligibility ○ Note re: Public Housing waitlists <ul style="list-style-type: none"> ■ 1 BR - 9,000 long ■ 2-4 BR has only about 50 HH ■ PH is month to month so could go from PH to HCV if pulled. ○ Ed asked each agency to look at those on PSH vouchers and determine how many are needed/ready to move on - over next 6 months (with 6 months support) <ul style="list-style-type: none"> ■ How many to move on in 1 and 2 year period (So he can eval how many vouchers are needed) ■ Not RRH even though those are being used to serve PSH eligible HH. ○ This audit will also help projects to predict openings, and if shared with CES staff can help with planning. The need for PSH openings for the unhoused is evident.
Application Feedback	John	Staff will draft and distribute application feedback document to committee prior to next meeting. Committee will review and discuss at 2/9 (agenda item).
YHDP Update	John	Met Tuesday as a planning group and community members, including youth. Further developed mission, vision, and desired services. Next steps: 1/30-1/31 full day, hybrid sessions to further flush out, with aid of TA

		<p>facilitators to get a good start on the Coordinated Community Plan that is due in March.</p> <p>FYI - Coordinated Entry Governance Committee is being educated on related community initiatives, and YHDP is the topic for February meeting.</p>
Public Comment	n/a	None
Next Meeting	John	Next meeting is 2/9/24.
Adjournment	John	Rachel moved to adjourn. Becky seconded and the meeting was adjourned at 10:09am.

Recorded and submitted by: Tehani El-Ghussein