**Homeless Trust Fund Advisory Committee**

**Meeting Minutes**

**October 5, 2023**

**Meeting Via TEAMS**

**ATTENDANCE**

**Present:** Wendy Alexander, Michael Faulk Jr., Linda Hess, Kevin Hickey, Rob Jakubowski, Sue Lehman, Gino Lewis, Sharrae Mormon, Alex Staropoli

**Absent:** Shirley Butler, Amy Schuler, Commissioner Cappelli, Dominic Vesper Sr.

**Guests:** Jamie DiFrancesco

**CALL TO ORDER**

Mr. Jakubowski called the meeting to order and welcomed the HTF members.

**APPROVAL OF MINUTES**

* One revision: Gino Lewis (from “Gina” to Gino)
* The minutes were approved by the group

**FINANCE REPORT**

Mr. Jakubowski reported the current balance to the group. $865,682.44

**NEW BUSINESS**

A conversation was had regarding the possible ways the money from the HTF could be spent in the coming calendar year. This includes the money that *must* be spent this year (given the guidelines that require it to be spent after a certain amount of time has passed since the money first came into the Trust Fund) and how much will be required to spend in the next year.

The areas of need are as follows:

**State 1st year of reporting**

* Must spend $72,300 this year.
* Must spend 204,000 next year.
* $80,000 for youth Housing was previously approved. Working with Youth Services Commissioner, there was one lost housing opportunity. More work to be done.
* Previously approved $12,600 match for DCA Homeless Prevention. Awaiting DCA announcement.

**Sober Living - $50,000 (last year)**

This money would be given to John Pellicane (County Office of Mental Health & Addiction- MHA) for Maryville when they encounter a client who may be discharged into homelessness but can be discharged into a sober living facility instead. The client would have completed detox or an inpatient substance use rehabilitation program, and so requires a stable living environment.

* Questions:
  + Q: To be clear if funding will be annual, or biannual? A: Annual
  + Q: How will data for outcomes be reported? A: Standard methods used by Office of MH & Addiction
* MOTION: Approve $50,000 funding for sober living
  + 1st Gino Lewis
  + 2nd Linda Hess
  + APPROVED

**Peer Support Specialist - $40,000**

This money would be used for a staff person who conducts homeless outreach. A specialist who can address the needs of a homeless person struggling with addiction. This would differ from the 2-year NACCHO Grant received by the Office of MHA to have Peer Support Specialists inside the shelters

* Questions:
  + Q: Will they go out with VOA homeless outreach team? A: Sometimes
  + Q: will data be put into HMIS? A: No
* MOTION: Approve $40,000 funding for homeless outreach
  + 1st Kevin Hickey
  + 2nd Gino Lewis
  + Abstain: Wendy Alexander
  + APPROVED

**Outreach Supplies - $25,000**

Used to fill and replenish supplies for homeless outreach in the Office of MHA newly acquired vans. This practice has been useful I the past, because it developed trust between clients and staff. Some of the supplies include adult body wipes, hats, socks, etc.

* MOTION: Approve $25,000 for outreach supplies
  + 1st Wenday Alexander
  + 2nd Gino Lewis
  + APPROVED

**Sober Living / Supportive Services - $50,000**

* Question, Kevin Hickey
  + Q: Will money be procured or RFP’d? A: Likely RFP’d.
* MOTION: Double, increase funding to $100,000
* 1st Gino Lewis
* 2nd Linda Hess
* Abstain: Kevin Hickey
* AMENDED and APPROVED for $100,000

**Homelessness Service Fairs - $50,000**

These will be “job fair-style” service fairs at which providers will be seated around the outside of a large room, and homeless persons will be able to access several services all in one location. This is helpful because of the difficulties of this population keeping appointments at later dates, and lacking transportation to get to that appointment. The service fairs offer all services in one location, at one time. Often includes things like food, haircuts, mobile shower units, etc. To be held quarterly (4 per year). Some in City of Camden, others outside the city at other location in the County

* MOTION: Approve $50,000 funding for service fairs
  + 1st Kevin Hickey
  + 2nd Wendy Alexander
  + APPROVED

**OLD BUSINESS**

Mr. Jakubowski updated the group on items that were discussed in the last meeting. The items are as follows:

**Diversion**

$50,000 given to Catholic Charities and dedicated to diversion with the intention of addressing some of the miscellaneous costs (not specifically addressed in traditional funding streams like ESG, SSH, etc.) that are needed while serving this population such as fees for acquiring birth certificates, housing application fees, minor car repairs to get to job, costs associated with finding/maintaining employment, etc. The program is going well and is a nice complement to traditional funding streams and programs.

**Youth Housing**

YSC Youth Services Commission to provide services. Youth Services did not include housing in their RFP. One property we wanted is no longer available. There is a need to find more properties/ housing units.

**UPDATES**

Mr. Jakubowski updated the group on a variety of the other projects being undertaken by the Office of Community Development that are tied to housing and homelessness.

**“Work Now” Program:** This program will provide day jobs for panhandlers in the City of Camden and offer services and support to housing and employment. The program is going great! There are full slots everyday

**SSH:** Social Services for the Homeless**.** RFP is out already.Mr. Jakubowski will report at the next meeting.

**TBRA:** Tenant Based Rental Assistance**.** This is the1st time this funding has become available.There is$4 million available for applying agencies.The money will be RFP’d out.Only1 or 2 vendors are expected to apply.Mr. Jakubowski will report at the next meeting.

**Formation of Homeless Task Force**

At this stage in the process, the Office of Community Development is limited as to what can be said publicly. But there is a great deal of work being done, behind-the-scenes. It’s very likely that the county will hold a “community forum” during the process to get feedback from the community and assess their needs and concerns on the subject.