

**The Continuum of Care for the City and County of Racine, U.A.**

Resource Development Committee Meeting Minutes

Bethany Apartments, Racine, WI

March 5, 2014

**Present:** Mark Boatwright (RVM), Kevin Cookman (HALO), Armintta Franklin (R/K CAA), Jehan Ghuari (Bethany), Cherie Griffin (WRC), Pam Handrow (Safe Haven), Sherry Hartog (WRC), AJ Jelks (HALO), Gai Lorenzen (LAW), Carol Marefka (HALO), Sharen Pease (CVI), Ron Thomas (UWRC), Demetri Vincze (CoC/HOPES), Carol Wester (HOPES)

**Call to Order:** Carol Wester called the meeting to order at 9:00 am.

**Secretary's Report:** Minutes from the RDC 2/19/2014 meeting were distributed. A vote was taken, the motion carried and minutes were approved as presented.

**Discussion:** Function of the Resource Development Committee

As stated in CoC Application, RDC is "responsible for identifying and developing financial and personnel resources for serving the homeless and for homeless prevention. Identification of potential funding sources, preparation and oversight of grants. Identification of staff development issues, resources and training. Increasing the overall capacity of the CoC."

**Discussion:** Housing and Financial Stability Workgroups

Gai: we need to form workgroups (subcommittees of RDC) to address HUD goals.

As a result of group discussion, two workgroups will be formed:

Housing: addressing housing stability, best practices, and housing options for the chronically homeless and homeless families

Armintta Franklin (RKCAA) and Jerold Wright (CVI) will recruit members and coordinate initial meeting

Financial Stability: addressing earned income, non-earned income, and mainstream benefits

Jehan Ghuari (Bethany) and Mark Boatwright (RVM) will recruit members and coordinate initial meeting

Ron: Racine Housing Coalition will meet on 3/17 at 1 pm in City Hall Annex Room 130

Gai: VI-SPDAT speaker at Balance of State CoC meeting 5/21-5/22

**Discussion:** Increasing participation in CoC

Some agencies have difficulty sending staff to meetings.

Armintta: there is a lack of understanding within the community about causes and impacts of homelessness

Carol Marefka: it would be beneficial to have a picture of how CoC fits with community partners

Need to invite and involve individuals and agencies in a way that allows them to contribute time and expertise to relevant and well-defined initiatives/projects

Mark: if CoC and RDC met less frequently, this would allow more time for workgroups to meet

**Discussion:** Coordinated Assessment Workgroup

Kevin: case managers should begin to meet regularly again

Gai: case managers and others could meet as the Coordinated Assessment Workgroup, hold case manager trainings, and have a representative from Milwaukee 211 present on coordinated assessment

**Discussion:** State ETH Certification Process

Gai: the CoC must certify that each agency is in good standing with HUD/ESG regulations before they can be funded. Must meet rules and regulations, which Gai will send out for comment. Key issues surround homeless and disability status. Further discussion at 3/21 CoC meeting.

**Discussion: Documenting Homeless Status**

Gai provided sample verification of homeless status

Forms of documentation, in order of preference

1. Third-party documentation (includes WISP)
2. Intake worker observations
3. Certification from the person seeking assistance

Gai: if you do your due diligence, self certification is an acceptable form of verification

Kevin: HALO has concerns with self-certification. If self-certification is allowed, all clients will do it and then HUD will issue finding. Many clients at HALO walk out during intake process.

Cherie: per the principles of trauma informed care, you should let clients get settled before proceeding with full intake

Kevin: without doing full intake, HALO cannot run CCAP on the individual. State childcare regulations prohibit individuals with convictions for certain sexual and/or violent crimes from being admitted to HALO.

Gai: HALO must follow HUD eligibility rules and cannot impose additional restrictions. HALO may have to choose between HUD funding and childcare program.

**Discussion: Defining and Documenting Disability Status**

Defining disability status

Disability can be: 1) physical, mental, or emotional impairment, 2) developmental disability, or 3) HIV/AIDS

- 1) Impairment caused by alcohol or drug abuse, PTSD, or brain injury that
  - a. Is expected to be long-continuing or of indefinite duration; AND
  - b. Substantially impedes the person's ability to live independently; AND
  - c. Could be improved by more suitable housing
- 2) Defined in Section 102(7) of the Developmental Disability Assistance and Bill of Rights Act of 2000 (42 USC 15002)
- 3) AIDS OR any conditions arising from the etiologic agent for AIDS, including infection with HIV

Documenting disability status

Gai provided sample verification of disability form from HUD

Intake worker can document behaviors and obtain documentation within 45 days of placing client in housing (PSH)

Verification can come from professional licensed by the state to diagnose and treat client's condition, OR Social Security Administration (SSA) can verify for persons receiving disability benefits, OR client's receipt of disability check.

Verification must state that the disability:

- Is expected to be long-continuing or of indefinite duration
- Substantially impedes the individual's ability to live independently
- Could be improved by the provision of more suitable housing conditions

**Adjournment:** Carol Wester adjourned the meeting at 10:55 am.

**Upcoming Dates:**

Racine Housing Coalition Meeting, 1 pm on 3/17, City Hall Annex Room 130

HMIS Committee Meeting, 8-9 am on 3/21/14, United Way of Racine County

CoC Meeting, 9-11 am on 3/21/14, United Way of Racine County

Balance of State CoC Quarterly Meeting, 5/21-5/22/14, Concourse, Madison, WI