FINAL

Continuum of Care Executive Committee Meeting Minutes

June 27, 2024 – 3:00 p.m.-4:30 p.m.

Virtual Meeting on Microsoft Teams

Voting Members: Chuck Callahan, Ciera Dunlap, Jeff Garrett, Levy Johnson, Kevin Lindamood, Dan McCarthy, Da'Mel Ross, Nico Sanders, Doug Schmidt, Tara Taylor

Other Attendees: Ernestina Simmons, Mary Rode, Kate Calhoun, Erin O'Keefe, Ellis Lee

AGENDA:

I. Approval of Minutes – Due to time constraints, Minutes were not approved. They will be provided to the Board for approval on July 18, 2024.

II. CoC Charter, Bylaws and Standards Review Process- Kevin Lindamood, Governance Chair
   A. The Governance committee created a new subcommittee responsible for the process of reviewing the CoC Charter, Bylaws and Standards. Lolah James and Bill Wells are the co-chairs.

III. Policy on Letters of Support from CoC- Erin O'Keefe, Resource Allocation Committee Member
   A. Erin O'Keefe shared a draft policy regarding the lack of standard procedures for handling requests for support letters from providers, including those who wish to become direct applicants for HUD funding. The policy aims to standardize practices for letters of support, including time requirements and defining compliance standards. There are currently three direct-funded programs with Women's Housing Coalition requesting to be the fourth. There was discussion regarding potential impacts, and it was noted that having such a policy is crucial to ensure proper vetting of organizations seeking direct funding. The draft policy was distributed to all Executive Committee members. The policy will also be sent to Director Simmons for her review. The process for approving the policy involves a review by MOHS as the collaborative applicant, editing and a vote from RAC, then circulating to LEAC and YAB before it bringing to the Board for final approval. The goal is to have a policy approved before the new NOFO application becomes available.

IV. CoC Board Vacancies and Recruitment / Transition Plan for CoC Committee Chairs- Dan McCarthy, CoC Co-Chair
   A. CoC Board Vacancies and Recruitment:
      1. There are currently vacancies on the Board with two seats available for Systems Leaders and one for At-Large Representatives. There was discussion regarding Councilman Stokes position as the City Agency Representative seat that requires appointment by the Mayor, due to his recent loss in the primary.
      2. Attendees suggested the following agencies and individuals as options for the Systems Leaders positions:
         a) Johns Hopkins Urban Health Institute

b) School system: Tina Hike-Hubbard, Dr. Debra Brookes, and/or the new Director in charge of homeless services for children and Families.
c) Baltimore City Department of Social Services
d) Police Department
e) Juvenile Justice Department
f) Fire Department: Chief Jim Matts
g) Behavioral Health Systems: Christa Taylor

3. Meeting attendees with connections to the Systems and/or individuals agreed to connect with them to investigate their interests. It was noted that there is benefit to all of these systems joining the CoC, even if there is no interest in holding a Board seat. According to the Bylaws, the Board has the authority to fill vacant seats between elections. During elections, the individual would need to be voted in to continue holding their seat.

B. Transition Plan for CoC Committee Chairs
1. Ciera Dunlap (HRS Chair) Kevin Lindamood (Governance Chair), Jeff Garrett (LEAC Chair), and Chuck Callahan (RAC Chair) are approaching the end of their second terms as Board members, and their seats will need to be replaced.

V. New Baltimore Corps Fellow- Dan McCarthy, Co-Chair
A. Ellis Lee's fellowship program is ending. Baltimore Corps is moving away from previous model in which their Fellows support independent agencies toward a new model to support HBCU graduates in finding employment for the City, meaning that there will not be a replacement Baltimore Corps Fellow. There was discussion regarding identifying funds within the CoC to hire Ellis permanently.

VI. MOHS Updates / HUD Monitoring- Director Simmons, MOHS
A. MOHS Updates:
1. There is a ribbon cutting on Monday, July 1 for the City's newly acquired hotels, all are invited to attend.
2. Director Simmons requested to join the next YAB meeting to obtain their feedback on Point Source Youth. Mary will coordinate.

B. HUD monitoring is ongoing through July. HUD visited several providers and is impressed with their efforts and cooperation. The first set of items has been closed and submitted for review, and a correction plan has been provided for all findings. MOHS is collaborating with providers to respond to those items.

VII. Man Made/ Natural Disaster Relief Response Policy- Jeff Garrett, CoC Chair
A. The discussion focused on the city's response to crises like fires that displace families, noting the recent fire on Charles Street that displaced eight families. Director Simmons noted that there are various agencies leading disaster response, highlight that MOHS outreach and shelter departments met with the affected families. It was noted that Emergency Response Systems should be considered for Board seats.

VIII. Recommendations with CBW- Jeff Garrett, CoC Chair

A. Partnership with Due East has expired and recommendations for moving forward were reviewed. The main recommendations are:
    1. Launch an independent nonprofit
    2. Hire CoC staff or consultant to build the new nonprofit
    3. Reimagine the partnership between the CoC and other entities.

These changes will require a Board vote. Director Simmons and Mary Rode must be involved to understand administrative tasks and funding shifts. Director Simmons requested that the plans be communicated to MOHS, prior to them going out to the community. There were concerns raised regarding the plan going forward, emphasizing the need for a detailed timeline.

It was requested that there be additional discussions of the Board, facilitated by Chrissy Thornton from Associated Black Charities. Director Simmons will contact Ms. Thornton and discuss the possibility for ongoing facilitated trainings and sessions for the CoC leadership.