

BOSTON CONTINUUM OF CARE  
LEADERSHIP COUNCIL MEETING MINUTES  
July 29, 2016 2:00- 3:30PM  
Bill Buckley Conference Room, 26 Court St., 11<sup>th</sup> Floor

Agenda Items and Meeting Minutes

Minutes taken by Jennifer Flynn, HMIS Administrator

**1. Welcome, Introductions and Announcements**

*Attendees Sign In Sheet is scanned and attached to these minutes*

- **Chronic Elder Surge Update:** *Elizabeth Doyle, Laila Bernstein and Jennifer Flynn provided update:*

*Happened yesterday, Thursday the 28<sup>th</sup>. Chronic Elders were screened for MA Health and Additional 3<sup>rd</sup> Party Medicaid reimbursable services and given a Super Priority at the BHA through an MOU between the BHA and DND. Partnership between the CoC and the State's Executive Office of Elder Affairs and the Executive Office of Health and Human Services. Data Sharing during the planning phase allowed a target list of invitees that were eligible for at least one of the available services. 107 Chronically Homeless Elder were invited.*

*23 Attendees:*

*15 Offers of BHA units  
4 Pending Apps  
1 unfinished, appointment for next day  
3 MBHP apps completed*

*8 SIF/GSPECH apps  
7 HEARTH - 1 Eliot*

*2 Homestart Stabilization Services Apps*

*SCOs - 2 BMC - 1 CCA and 1 One Care CCA*

*PACE  
12 Apps  
7 Approved  
4 pending  
1 rejected*

*MA Health  
7 issues resolved  
1 new application*

- **Youth Count:** *James Greene and Arlene Snyder provided the update Organized by University of Chicago – Chapin Hall with Bridge Over Troubled Waters as the Lead for MA – Suffolk County. Count was over two days this week, Tuesday and Wednesday the 26<sup>th</sup> & 27<sup>th</sup>. Worked extremely well including having the Youth Peers as the main interviewers and in the organization, outreach and engagement. Youth counted were a mix of from the City and not from the City. Will be looking at lessons learned from this count, in particular the use of the Youth peers. Chapin Hall received \$2m from HUD to conduct the count and complete the study.*

**2. CoC NOFA Overview:** *Katie Cabill-Holloway provided the overview in conjunction with Elizabeth Doyle and Gina Schaak from the Technical Assistance Collaborative, Inc. (TAC)*

- Boston CoC ARD = \$22,164,525
- Tier 1 = \$20,613,008 / Tier 2 = \$1,551,517
- New Permanent Housing Bonus = \$1,108,226
- Planning: \$664,936

*FY2016 Continuum of Care NOFA Summary prepared by TAC was handed out for the Council members and discussion followed. Specific focus on the Budget amounts available for Boston and the Components of the application.*

- \*Continuum of Care Application (formerly Exhibit 1) – Overall Score for the CoC, planning body, structure, performance, etc. Narratives and data for the overall system*
- \*Project Application (formerly Exhibit 2)-who the project serves, type of housing, budget activities*
- \*Priority Listings – Tier 1 and Tier 2 – All projects being submitted by Rank Order and delineates the Tiers 1 projects over Tier 2.*

*Renewal Projects can request 1 year of funding. Renewal Applications will be made available on Monday, August 1, 2016 to all providers. Providers will complete the project applications in ESnaps as well as complete a City Application which requests data and narratives needed to complete the CoC Application. Renewal projects are due back to the CoC by Friday August 12, 2016. Some questions asked in the Renewal Applications will be used to rate and rank the projects for the CoC Priority Listings.*

**3. New Project Opportunities-** *Katie Cabill-Holloway presented*

- RFP Available for New PH Bonus (1.1M) and Reallocation Pool
- Mandatory Applicants Conference August 1<sup>st</sup>, 2 PM

*Per the NOFA, Boston is eligible to apply for \$1.1M in New PH Bonus funds this year which must be used for either new Permanent Supportive Housing (PSH) for Chronically Homeless Individuals and/or Families under the new Chronically Homeless definition as of January 2016 or Rapid Re-Housing (RRH) for Homeless Individuals or Families coming directly from emergency shelter, streets, or fleeing DV situation. In addition to the new Bonus funds, CoCs can also reallocate funds from other projects whether they be under performing, no longer serve a CoC priority population or for any other number of reasons as determined by the CoC. Reallocated funds can be used to create new PSH, RRH or a new SSO for Coordinated Entry or HMIS projects. Boston intends to take advantage of this reallocation process, however at the present time the amount of the reallocated funds available is unknown.*

*A RFP was publically advertised and available at both the PFC Bid Counter and the City's Supplier Portal and released on Monday, July 25, 2016. The RFP included requirements for both the New PH Bonus funds as well as the pool of reallocated funds. A Mandatory Bidder Conference is scheduled for Monday, August 1, 2016. Since both HUD's NOFA release and the CoC's RFP release, more information has become available and will be disseminated at the Bidder's Conference as well as on the portal. Letters of Intent are due by Thursday, August 4, 2016 and final applications are due back to the Bid Counter by 4PM on Monday, August 8, 2016.*

**4. Vote on Continuum of Care Reallocation Process & Rating and Ranking**

*Procedure: Elizabeth Doyle and Gina Schaak walked through the NOFA Scoring Criteria and CoC Proposals*

*The CoC Application will have a total of 200 available points this year. Broken down into the following categories:*

*CoC Coordination – 43*

*Project Ranking, Review and Capacity- 30*

*HMIS – 18*

*PIT Count – 9*

*System Performance – 40*

*Performance and Strategic Planning - 60*

*The CoC staff will use 2 scoring tools to score and rank projects, one for New projects and one for Renewals. Renewals will be scored strictly on Objective Criteria and data points. Scoring Criteria will include data from Projects Applications, APRS, HMIS, Budget and Monitoring Visits. Projects will also be scored on if they are serving the Priority Populations in both “Opening Doors” the Federal Strategic Plan as well as Boston’s Way Home” the CoC’s Strategic Plan, these populations include the Chronically homeless, Families, Veterans and Unaccompanied Youth*

*Both Proposed Policies referenced below are included in attachments to this document.*

### **Proposed CoC Reallocation Policy**

*The CoC has proposed that all TH and SSO programs currently funded under the CoC program are mandated to reallocate those funds into the Reallocation Pool. These projects would then be able to apply under the New Project RFP for the Reallocation Pool. Prior to the CoC Meeting, CoC staff had meetings with all TH and SSO providers to discuss this policy. All impacted providers agreed that by not reallocating a very real risk of losing these funds to the system is probable. The Policy was proposed at an Open Invitation CoC Community Meeting held on Monday, July 18, 2016. The CoC members accepted that proposal without objection and proposed the policy be put forth in front of the Leadership Council for a vote.*

*In addition to the mandatory reallocation of TH and SSO projects, addition low performing projects which consistently have unexpended balances at the end of the operating year will also be reallocated. It is anticipated at the time of the LC meeting that the Reallocation Pool funds will be estimated at a minimum of \$1.7M*

### **Proposed Rating and Ranking Policy**

*The CoC staff are proposing to update the Boston CoC Ranking Tool to use only Objective Criteria that is pulled directly from the programs. In this manner, all programs will be scored exactly the same. The tool uses Past Performance including financial management and monitoring, Outcome data using APRs and SPMs and HMIS data.*

*After all Renewal projects are scored using the tool, they will be ranked according to the CoC’s Priorities.*

*The proposed ranking is as follows:*

- 1. HMIS 1*
- 2. HMIS 2*
- 3. CAS*
- 4. Renewal Projects in order by Score from the Ranking tool*
- 5. New Reallocation Pool Project(s) in order by Score from the Ranking tool*
- 6. New PH Bonus Project(s) in order by Score from the Ranking tool*

***Motion to Accept both the Boston CoC Reallocation Policy and the Boston CoC Rating and Ranking Criteria was made by Karen LaFrazia, Executive Director St. Francis House. Motion was seconded by Matt Pritchard, Executive Director, Homestart. Motion Passed Unanimously July 28, 2016 at 3:17pm***

Materials:

- NOFA Overview document
- Copy of RFP Ad for New PH Bonus and Reallocation Pool
- Reallocation Process
- Rating and Ranking Procedure