

**Delaware Continuum of Care
Board Meeting
September 2, 2020**

Attendance: Brandy Nauman, Tyler Shade, John Bates, John Whitelaw, Carrie Casey, Marlana Gibson, DeBorah Gilbert White, Jo Allegro-Smith, Susan Kent, Kimberly Ellis, Paula Witcher, Kim Brockenbrough, Orenda Poindexter, Deb McKenna, Renee Beaman

Board Members Not Present: John Cook, Marcey Rezac, Ruthann Messick

HAD Staff: Erin Gallaher, Rachel Stucker, Alexa Timmreck

Call to Order: Carrie C. 2:10 PM

- **Welcome**

- **Motion to Approve July 15 Minutes**
 - **MOTION** by Carrie Casey
 - **Seconded** by Tyler
 - **Approval** Unanimous

- **Scoring Committee Meeting**
 - o Hoping that HUD releases guidance in October in regards to the NOFA
 - o Release GIW this past month

- **Federal Reporting Longitudinal Systems Analysis Submissions Process (LSA)**
 - o CoC Board oversees all federally required reports, ensuring that the reports are submitted on-time and done well
 - o It is a submission process that has multiple steps to it
 - o HAD is starting to work on this report, and is doing the data cleanup process
 - o The goal is to provide a more long-term comprehensive picture of homelessness in the community, using longitudinal data

COVID-19 Updates

- **CARES ACT Money**
 - Round 1 of funding was issued in spring and is used for housing and homelessness related activities, including motel and hotels, ESG and HOPWA funding
 - The state has received round 2 of funding. ESG fund totalling NCC \$1.5M and City of Wilmington has received \$1.2M of funding
 - The money has not been distributed yet
 - Food and Health Equity grants are available – applications are short
 - State: 1.5 million (7-10) years of funding at once.
 - Chunk to RRH, continued shelter operations, street outreach
 - Another batch of CDBG money to DSHA that's a little different than usual CDBG, plan is to make it available in the near future with applications
 - Eligible uses: as they were in the first round of CDBG
 - A big chunk may be needed for hotel placement support
 - NCC has not received a second round of CDBG awards yet

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- Question: with the unknown of COVID-19, what will happen in 2021? Are there discussion as far out as what we will do to support people if this lingers to next year? What about when weather gets cold?
 - Answer: it has very much been a day-by-day figuring it out, but they are starting to plan long-term actions.
 - Strong street outreach in place is a part of the future planning
 - Investing heavily in rapid rehousing, getting people into housing, will free up space if additional need arises
 - Covid has allowed people to start working together and making a difference
- Question: How much of the future planning will include homeless prevention programs?
 - CDC eviction moratorium doesn't come with rental assistance
 - State is in a good position to center prevention as a huge part – rental assistance for example.
 - Looking at the buckets, calculations about strategically allocating funds has been emphasized
 - This is a huge part of the planning

Hotel/Motel Sheltering

- Housing Alliance
 - Through centralized intake there are about 100 contacts a day from people who were unsheltered still
 - That number is now significantly lower due to CDBG funds being available to state service centers for motel/hotel sheltering
 - Sheltering has been made more available, to more folks
 - Bi-weekly meeting between HAD and State Service Centers to check-in
- State Service Centers
 - In Mid-March, SSC's started to house individuals in several categories, including those who were at risk of exposure or were infected
 - CDBG Funding has allowed SSC's to continue housing people throughout the entire state
 - Have housed close to 2700 individuals and 1300 rooms, including 500 plus families
 - Some have voluntarily left, working w/ catholic charities, family promise, ministry of caring to provide stable housing for individuals
 - Small amount of individuals 65 and over
 - Most households that have children have 2
 - One household has 7 children
 - Concerns: for individuals who have been there for quite some time, emotional health is a concern
 - Provide food daily with Food Bank of Delaware, DSAM partnership for mental health, Bridge Clinic,
 - Desire of getting individuals tested – will be happening sometime this month. Have provided masks/face coverings for everyone

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- Working on the number of children – hundreds of children still in the locations, getting kids equipped for virtual learning – WIFI is sufficient, etc.
- VMC has a 24-hour line – can place any veteran in a hotel/motel
 - Covers entire state of Delaware
 - Challenge: lack of housing for people to go to
 - Need to work as a state to provide more affordable housing
 - Friendship House: couldn't house individuals anymore

Code Purple Planning

- Code Purple Working Group
 - Working Group has started to plan what the winter will look like
 - Libraries, coffeeshops, etc. that people would go to when it's not under 32 degrees will not be available during COVID
 - Have to look at it as a longer-term, night by night situation
 - First meeting September 21st
- Love INC/ Sussex County: Dec 1st through March 15 regardless of temperature Love Inc is open because there are only 2 year-round shelters,
 - Is run mostly by volunteers, volunteers are typically at-risk, typically in house of worship that are older, don't have ventilation
 - Significant reduction in number of clients per site
 - Some locations with older buildings are dropping out, but they are gaining sites
 - Sussex – almost the same number of sites as last year, less at each site,
 - 3-punch plan: code purple low barrier, people will be pre-screened before showing up, hotel dollars for people who can be in a hotel but are not qualifying for other programs, prevention/diversion program
 - Community partners – connected w/ community support partners, case managers,
- Question: can CARES money be used to hire staff to replace vulnerable volunteers who are opting out?
 - Yes, something that Love INC is looking into
- Question: partnering w/ RRH providers to move people on from hotels?
 - Yes, always looking to housing options

Legal Actions

- **JP Court** – advanced orders about what they were going to do, they are still working through old cases (cases in the system before July 1), and any new filings, the earliest there will be a trial is mid to late October
 - Not immediate danger: 60 families with writs of possession from before March 16th and cases have been put on hold
 - They will have some limited opportunity to prevent writs from being executed
 - Everyone else is moving along slowly, difficulty in getting people to mediation
 - Unknown: if those cases are going through DHAP yet
 - Court is not rushing to put people out, instead is moving on a measured and slow basis

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- **CDC Moratorium:** lasts from Sept 4 through the end of the year. Serves as a floor/ minimum protections in every state. Applies to every tenant who gives a signed declaration to the landlord that tenant income is less than 99,000/198,000 for a couple and cannot pay rent due to income loss or extraordinary medical expenses, cannot pay rent, but will pay partial rent to their best ability, landlords cannot evict based on non-payment of rent
 - o There are federal criminal penalties for violation
 - o Does not mean they don't have to pay it, it just delays payment
- Question: Does the tenant have to say that the loss of income is due to COVID-19 specifically?
 - o Not yet known
- Question: Are landlords going crazy?
 - o For new cases the earliest trial date they are going to get is early to mid-October
 - o In Delaware, not many cases will be finalized by the end of the year anyway because the court is not moving that quickly
- Question: is the understanding that there are no protections for people who are not able to pay when this ends?
 - o Yes: CDC Moratorium does not give protections on the back end, but some of this should be ameliorated by the DHAP fund
- What if the client was simply told that their contract was not renewed and there are no rentals available?
 - o Because of the Governors order, no eviction may happen unless it is in the interest of justice
 - o Will be litigating the situation to determine what it means, unclear of whether people will be protected by "in the interest of justice"
- Question: Centralized Intake calls- landlords is not renewing my lease, should we be giving them legal services numbers?
 - o The landlord can do that, but if you are not able to move in order to get you out they must take you to court and show that it is in the interest of justice for you to be evicted
- Question: is there a fact sheet?
 - o They put a fact sheet on social media, they will pin it to the top of the page, and will share it with the CoC Board

Committee Updates

System Performance

- Has not met as a full committee since meeting in June
- Having discussions about outreach and how to work on funds to beef up outreach in Delaware through CARES fund

Advocacy

- Candidate Forum Meeting has been set for October 15th, from 7-9PM
 - o Save the Date has been sent to candidates
 - o Inviting state leaders and representatives
 - o Topic is: Homelessness, Housing and COVID-19

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- Committee is meeting weekly
- If anyone is interested in joining the planning committee, they are welcome to join
- Families that are previously homeless: Tyler Shade: will identify families who are/have experienced homelessness that are interested moving forward in participating in the event.
- Everyone will receive an email seeking your input, and what questions you want to be addressed at the forum.

Centralized Intake

- Lisa, Rachel, and Marlana have begun discussions about how to get the committee up and moving again
- Document in board meeting – idea of making the committee more structured and have specific representation/ clear assigned duties
- Others would be asked to join, or would no longer be able to be on it
- A suggested maximum size of the committee would be 10, and the committee would assume more of an oversight position
- Over the last year/ 18 months the committee has not been very active – due to a variety of things
- It has been difficult for the committee to have a governance role in its current structure,
- Various public venues for people to have feedback have been considered over the years
 - Folks come to committee to engage and give feedback, which is different from a more focused role
- The committee has not met since February

Question: (In the new committee distribution) Should there be intention placement of people throughout the state?

Answer: Yes! A note is added about including intentional geographic distribution.

- Lisa, Rachel, and Marlana will create a document that includes the language change for a centralized intake committee that fits this new description, give people time to read for a comment period, followed by an E-vote

Racial Equity Committee

- The First meeting is scheduled for September 29th, anyone is welcome to join

Annual Meeting October 21st

- The meeting will probably be held over zoom
- It is time to elect officers, and any new board members
- Nominations can be made within 30 days of the Annual meeting, or the day of the annual meeting can have up to 21 members who have staggered terms
- If anyone is interested in being a chair or vice chair, contact Brandy, chair of the nominations committee
- Positions are a 3-year term
- Question: is there a certain profile of the board?
 - Answer: recommended membership is in the charter
 - HAD also has guidance from HUD as well and will be examining the composition

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Executive Session

- Board went into Executive Session at approximately 3:40 p.m.
- Discussed the Memorandum of Understandings that are currently expired as of December 31, 2019.
- Carrie reviewed the history of the MOUs and the requests to HAD sent in writing in 2019 requesting governance assistance, re-drafting the MOUs and potential request for Letters of Interest for other interested parties that might want to do this work.
- After discussion, Board voted to extend the MOUs until December 31, 2020 and discuss with HAD contracted with DMA to provide 3 draft MOUs for the board to review.
- Motion made by Kim Brockenbrough second by Tyler Shade. All approved.
- Carrie will discuss/draft letter to HAD making the request.

Meeting Adjourned at 4:00PM

Minutes Submitted by Alexa Timmreck