

**Continuum of Care Meeting
December 15, 2022 @ 9 AM
via Zoom**

PRESENT: Marge McGinley, Dawne Belfon, Janelle Johnson, Nicole Gambardello, Tim Hurley, Shauna Kane, Malukah Morris, Mecca Mitchell, Kim Scott, Brandon Markowski, Maureen Fahey, Cinthia Gonzalez, Lila Myers, Dawn Harvey, Donald Brown, Corey Panati, Sam Rudd, Shana Bush, Kim Gilmore, Janet Hornsby, Gina Adams, Madelyn Sutton, Inell Sutton, Catherine Galesky, Darlene Trappier, Benjamin Olarsch, Mariesa Best, Richard Ferreira, Robert Wright, Kent Pipes, Ashni Mathew, Nia Perry, Vivienne Stewart, Arielle Levin, Lauren Simone-Carpenter, Monica Rego, Casey Carty, Jennifer Hiros, Jaclyn Robinson, Patricia Lake.

1. Call to order

The meeting was called to order at 9:05 AM by Marge McGinley.

2. Approval of October's Meeting Minutes

The minutes of the October 20, 2022 meeting were moved to approve by Mecca Mitchell, seconded by Madelyn Sutton. Motion carried.

3. Spotlight Presentation – Department of Community Affairs – Brandon Markowski
101 South Broad Street P.O. Box 800 Trenton, NJ 08626-0800 609-984-6696.

Brandon Markowski responded to the questions previously submitted by the Continuum of Care. Brandon Markowski stated he oversees the Continuum of Care Program and Permanent Support Housing grant for the Department of Community Affairs. Brandon Markowski stated that the most common misconceptions that may lead to confusion for clients are that Rapid Rehousing and Emergency Rental Assistance Programs are not vouchers.

Brandon Markowski stated the Department of Community of Affairs notifies all clients in writing of their status; clients can check their application status at waitlistcheck.com. Field Office response can be slow due to the volume of requests; contact Cleo Spatley for assistance in the Camden office at Cleo.Spatley@dca.nj.gov.

The Department of Community Affairs recommends voucher holders experiencing problems contact the NJ Resource Center at <https://nj.gov/njhrc> or call 1-877-428-8844. Brandon Markowski stated contacts at the Department of Community of Affairs will be provided to the Continuum of Care by December 22, 2022. Brandon Markowski stated follow-up questions will be answered via email. Questions may be sent to brandon.markowski@dca.nj.gov.

4. HMIS – Cinthia Gonzalez stated 2022 training has been completed and New Jersey Housing and Mortgage Finance Agency (NJHMFA) is in the process of composing its training schedule for 2023.
Two (2) in-person Site Administrator Training sessions are being scheduled at Mercer County Community College. Cinthia Gonzalez stated The Site Administrator Training is being redesigned from 6 sessions into 3 virtual sessions.
Cinthia Gonzalez reminded everyone that all training videos can be found on the NJHMFA Youtube channel. The tip sheet can be found on the HMIS website, located on the Awards home page. Should someone need additional information, or need one-on-one assistance, please feel free to contact Cinthia Gonzalez at cgonzalez@njhmfa.gov.
5. Veterans Sub-Committee – Corey Panati reported that the subcommittee met on November 16, 2022. Corey Panati stated five (5) new veterans have been identified since the last meeting. Since the last Veterans Subcommittee meeting, 3 veterans have been housed.
Corey Panati reported The Veterans Subcommittee meeting has met one (1) of the four (4) benchmarks in ending veteran homelessness. The next Veterans Subcommittee meeting will be on December 21, 2022.
6. Providence House – Jennifer Hiros reported that Providence House has received the permit for the CV3 grant project and the project is moving forward. Dollars are being drawn down on the project.
7. Board of Social Services – Lila Myers stated the Board of Social Services still has waivers in place for Supplemental Nutrition Assistance Program (SNAP) interviews. Lila Myers reported the waivers may continue through March 2023, however, a 60-day notice will be issued before the end of the waiver. Lila Myers stated there has been an increase in applications across the board, with SNAP being the most popular.
Lila Myers reported The Board of Social Services continues to experience staffing shortages.
8. Housing Hub – Malukah Morris reported that the Housing Hub is open from 8:30 am to 4:30 pm. The building remains appointment preferred.
Malukah Morris reported on the Housing Hub's statistics for November 2022. The Housing Hub had 233 new intakes; 174 emergency shelter referrals; 79 rental assistance referrals; 8 case management referrals; 7 security deposit referrals, and 4 utility assistance. Malukah Morris stated transportation is available to all Code Blue shelters, as they are located on the BurLink line. Clients at Christian Caring Center will be

transported to shelters. BurLink tickets are available for housing upon request at the Housing Hub.

Malikah Morris stated the referral process remains the same; the Housing Hub should be contacted at the following:

housinghub@co.burlington.nj.us

Marge McGinley inquired about the case management referrals, and where clients are referred. Malikah Morris responded once the client's needs are assessed, they are referred to one of our partnering agencies if required.

9. Community Development and Housing

a. Community Development Block Grant (CDBG) – Jennifer Hiros stated The Citizen Participation Plan, which governs The Community Block Grant program as well as HOME, has been updated. The changes were minor and the General Advisory Board voted at their last meeting to put it out for 15-day public comment. This will be posted on the Community Development website after the notice appears in the newspaper. 2023 CDBG Applications are due Friday, December 16, 2022.

b. CARES ACT Funding– Jennifer Hiros reported that projects are progressing, and projects continue to spend down. Jennifer Hiros stated that there are no concerns at this time.

Jennifer Hiros stated Monica Rego has been appointed as the new HOME Program Manager. Casey Carty has joined The Division of Community Development and Housing team as the Continuum of Care Lead.

c. HOME-American Rescue Plan (HOME-ARP) – Monica Rego reported the HOME-American Plan (HOME-ARP) is moving forward in the strategic planning and gap analysis for the county.

Jennifer Hiros stated HUD has revised the submission date for the HOME-ARP Plan. Jennifer Hiros stated HUD has been conducting intensive training sessions, which Monica Rego has been attending.

Monica Rego reported there is a technical assistance training session scheduled with the Division of Community Development and Housing and the local HUD representative. The HOME-ARP Plan is being prepared for public comment. During the public comment period, a public hearing will be conducted. Once that component is complete, The Division of Community Development and Housing will submit the plan to HUD for its comment and decision.

10. Rapid Rehousing

A new form is available to assist all the agencies in providing a Rapid Rehousing report to the CoC. The form should be submitted five days before the CoC meeting and should report for the preceding two months.

- a. BCCAP – Casey Carty reported 11 individuals/families working on Division of Community Affairs (DCA) applications; 2 households pending approval; 11 families searching for affordable housing.
- b. Christian Caring Center – Casey Carty reported for October and November, 20 households searching for affordable housing; 20 households pending move-in; 30 discharged to housing.
One household was discharged for non-compliance.
- c. Village Resources-ICM – No report given.
- d. Belmont Homes – No report given.

11. Continuum of Care Updates

- a. Governance Board – Madelyn Sutton stated the Governance Board met on November 15, 2022, and, at that time, voted in 2 new members to the Governance Board. Madelyn Sutton stated The Veterans’ and Youth Education openings have been filled, bringing the number of board members to ten. Jennifer Hiros stated another application to the Governance Board will be reviewed at the next meeting. Madelyn Sutton stated the Governance Board did go through an appeal and has just received report updates.
- b. Social Services for the Homeless Update- Casey Carty reported that social service agencies continue to provide services to the homeless. The Division of Community Development and Housing has partnered with Monarch Housing for the Point in Time count in January 2023. The finalized survey completed by Monarch Housing was distributed last week, along with training sessions. Casey Carty encourages everyone to participate in these training sessions to help conduct a successful Point-in-Time count on January 25, 2023.
The CoC Collaborative Application and Exhibit 2’s have been submitted to HUD for review. Casey Carty stated the Annex A for FY2023 is currently being drafted for the Division of Family Development (DFD).
- c. Data Quality and Coordinated Assessment – Jaclyn Robinson reported that the Data Quality and Coordinated Assessment workgroup will meet on Tuesday, December 20, 2022. Jaclyn Robinson stated this Data Quality and Coordinated Assessment meeting will be crucial due to the upcoming Longitudinal Systems Analysis (LSA) due January 11, 2023. Jaclyn Robinson stated data quality continues to improve with assistance from New Jersey Housing and Mortgage

Finance Agency (NJHMFA) in Burlington County. Jaclyn Robinson reported that 8 consumers were removed from the Housing Prioritization list, and into permanent housing.

The next meeting will be on January 17, 2023.

12. Discussion – Kent Pipes reported a meeting will be held today, December 15, 2022, at 11 AM regarding the Housing Trust Fund. Kent Pipes stated he is a board member of the New Jersey Coalition for the Homeless. If anyone is interested in information, please contact pipeskent@gmail.com.
Sam Rudd commented on immediate care clients being serviced as such until eligible for General Assistance and Temporary Assistance for Needy Families (TANF) benefits. Jennifer Hiros stated the Board of Social Services and the Housing Hub are available resources to clients, as well as case managers. For more information please contact Lila Myers at the Board of Services at lmyers@co.burlington.nj.us or Malikah Morris at the Housing Hub at mmorris@co.burlington.nj.us.

There were no further comments.

13. Adjournment

The meeting was adjourned at 9:58 am.

Respectfully Submitted

PL/MR

cc: JLH

MM