

Commission to End Homelessness Implementation Group #1 (Prevention)

Thursday, September 11, 2014
9:30 a.m. to 10:30 a.m.

**The Village @ 17th Street
1505 E. 17th St., Ste. 100
Santa Ana, CA 92705**

Minutes

Larry Haynes, Implementation Group #1 Chairperson

WELCOME AND INTRODUCTIONS

Called to order at 9:36 a.m. by Larry Haynes.

CONSENT CALENDAR

1. Approve July 2014 Implementation Group #1 (Prevention) Minutes- Minutes approved.
2. Approve August 2014 Implementation Group #1 (Prevention) Minutes- Minutes approved.

DISCUSSION CALENDAR

1. Review and Update on Activity to Date – Agency Reports (1 to 2 minutes per provider)
 - a. Mercy House – Sarah Jones and Larry Haynes
 - i. **People Served:** 6 individuals
 - ii. **Funding Availability:** Only working with funds from Costa Mesa and have expended all of them. Also just received a grant close to \$500,000 for rapid rehousing for families and prevention (still in the process of negotiating details and will report back next month).
 - b. 1736 – Brenna Filazzola
 - i. No update
 - c. Illumination Foundation – Sarah Milverstead
 - i. **People Served:** 1 individual from Santa Ana and 28 households from Anaheim
 - ii. **Funding Availability:** Used last of Anaheim grant money and currently just have funding for Santa Ana.
 - d. VOALA – Phil Bowers
 - i. **People Served:** 355 Veteran household enrolled in the program this grant year (ending September 30, 2014).
 - ii. **Funding Availability:** Portion of \$300,000,000 grant to 76 CoCs (including Orange County) put on hold by the VA due to Veteran homelessness not ending by 2015. New prevention funds in October to target the literally homeless. Up to 40% of budget can be dedicated to prevention.
 - iii. **Other:** New employment program for homeless Veterans (looking to employ 50-100). Priority One program put on hold by the VA. Veterans' referral newsletter.
 - e. Family Assistance Ministries – Mary Gray-Perdue
 - i. **People Served:** 2 new families into the rapid rehousing program
 - ii. **Funding Availability:** Spent close to \$10,000 in the last two months on rent and rapid rehousing.
 - f. Pathways of Hope – Michael Shepherd
 - i. **People Served:** Not served anyone new since last Prevention meeting.

- ii. **Funding Availability:** Prior to Prevention Pilot Program stopped rental and utility assistance to prioritize funds but changed directions to participate. Still not taking any new referrals at this time. Will consult to financial staff regarding the rest of the year.
- iii. **Other:** New screening process through the Pilot Program has been extremely successful. Did not have eligibility requirement beforehand and this tool gives an easy “yes or no” answer.

2. Discussion Topic

a. Tracking Methods

- i. Goal is to create uniform prevention program from standards set last year (eligibility, how to measure success, what “prevention” actually means, etc.). Looking for the collective impact rather than individual agency impact from the five agencies participating. Talk of creating uniform documents and uniform procedures at last meeting to track individuals in their programs.
- ii. Still looking for input from agencies about current tracking methods.
 - 1. Families Forward: Track clients for 6 to 12 months.
 - 2. Mercy House: Track for 12 months.
 - 3. Other agencies: No formal tracking methods in place.
- iii. Brainstorming for committee to create universal tracking form (with Alisha Swanson/Cassie Owens from 211OC)
 - 1. Tracking period: First financial investment in client until 12 months or name on a lease (stably housed).
 - 2. Possible information to track:
 - a. Basic demographic information
 - b. Status of housing
 - c. Level of income
 - d. Employment status
 - e. Change in family status (marriage, divorce, children born, etc.)
 - f. Gap between services received and services desired
 - g. Follow up with any referrals
 - h. Change in expenses (more than just income so get overall picture of budget)
 - i. Disruptions (with landlord, neighbors, etc.)
 - j. Assistance from other agencies or family members
 - k. Percentage of income for rent
 - l. Stability of children (in-school, childcare, etc.)
 - 3. Other factors to determine:
 - a. How often to check in with the client (monthly, monthly for the first three months)
 - b. Type of engagement (in-person, over the phone, etc.)
 - 4. Participants: Ariel Yarrish, Michael Shepherd, Sara Jones, Mary Perdue, and Andrew Donchak.

PRESENTATIONS

- 1. Janet Bearden/Andrew Donchak – Scoring System Ad Hoc Committee presentation on the status of the Prevention Scoring Form Pilot Program
 - a. Scoring System Updates. Presented at the last Commission Meeting and received positive feedback. Now five weeks into the pilot with the following participants: Family Assistance Ministries, Pathways of Hope, Volunteers of America, Mercy House, and South County Outreach. Noted that there is room for more participants if anyone is interested.

- b. Overview/walk-through of questionnaire. First section comprised of major eligibility requirements including real potential for being without housing (ex- eviction notice) and residing in Orange County. Second section comprised of diversion questions to see if help can be received from elsewhere (military, domestic violence, already homeless, etc.). Next section comprised on basic demographic information and income levels (qualify by being at or below 50% of Orange County's AMI). Next section comprised of actual scoring questions decided by the committee (the more "factors" they have the more at risk they are, 12 or higher qualifies for assistance). Last sections comprised of case manager notes and if the client received any previous assistance.
- c. Core of the pilot was to assess if 12 was the appropriate number, so far successful.
- d. Much of the scoring system can be attributed to Veterans' groups' current forms.
- e. Feedback from Michael Shepherd: Depending on the client, the average time to get through the questionnaire is about 10 minutes.
- f. General feedback from others (given by Janet Bearden): importance of ten day follow up with agency participants, format comments, homeowner/residence questions maybe add a referral to Keep Your Home California, form is user friendly, need a section for agencies to add in their own specific eligibility requirements, adding CalFresh into the benefits section, useful to identify which clients truly need the assistance.
- g. Feedback from Larry Haynes: Suggestion if out of funds, go back through old files and "score" previous client to see if they would have qualified based on this scoring system. Important to continue with feedback about both successes and failures. Disagrees with giving clients an extra point for being currently employed.
- h. Final check-in during November to assess the overall process.

ACTION ITEMS/NEXT STEPS

1. Set Next Agenda
 - a. Discussion Topics- Tracking Method Check-In
 - b. Presentation Topics- Janet Bearden/Andrew Donchak – Scoring System Ad Hoc Committee presentation on the status of the Prevention Scoring Form Pilot Program

PUBLIC COMMENTS

None

MEMBER COMMENTS

None

ADJOURNED

Meeting adjourned at 10:26am.

Next Meeting

Thursday, October 9, 2014

9:30 a.m. to 10:30 a.m.

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