

HOUSING FOR THE HOMELESS CONSORTIUM MEETING  
**10:00 a.m. to 3:00 p.m.**  
December 6, 2017  
AmericInn, Chamberlain, SD

Agenda

10:00 – 10:30	Introduction of attendees
10:30 – 12:00	PIT/HIC information and training
12:00 – 1:00	Lunch
1:00 – 2:00	CES progress update discussion
2:00 – 3:00	2018 Legislative Day planning Town hall discussion

Meeting Notes:

The homeless count will occur January 23, 2018. Discussion was held regarding the regional leads which will be Community Action Program staff, Barb Garcia for Rapid City and Stacey Tieszen for Sioux Falls. The domestic violence shelters across the state will report directly to SDHDA.

The **Housing Inventory Count** (HIC) forms were reviewed and questions were discussed. The HIC form will be modified to include a Project Name, to help identify the units and services. Discussed the importance of the PIT count and HIC forms correlating – a survey should be completed for every person residing in a bed that is reported on the HIC forms. Question was asked if there is a way to know which surveys have already been completed. Agencies will need to work together to determine who and where surveys will be completed to avoid duplication but also ensure all surveys are completed.

For programs such as HUD VASH, the VA staff will need to work with PHA to determine who is reporting for that program so there is no duplication. CoCs must count the total number of VASH vouchers available for use on the night of the HIC and PIT count, regardless of whether the voucher is presently being used. SDHDA staff will contact the regional leads or the appropriate reporting agency should there be questions or discrepancies in the information provided. For VA GPD projects, the component type and project type need to be included on the HIC form. VA TIP (Transition in Place) program should be recorded on the HIC as Other Permanent Housing

Question was asked regarding what is an HMIS bed. Agencies are to report HMIS beds as any bed that is included in the HIC count and client information is recorded in HMIS for that bed.

Discussion was held regarding people in jails, institutions and VA domiciliary. Individuals in these institutions should not be counted as homeless on the day of the count. Individuals

residing in institutions for a term less than 90 days and were homeless prior to entering the institution, will still be considered homeless upon their discharge from the institution, however they are not considered homeless during their stay.

**Point in Time (PIT)** – Use of the mobile application “Counting Us” from Simtech will be used for 2018. PIT changes made by HUD for 2018 are related to gender identification by adding “Gender Non-Conforming” as a response, reporting on survivors of domestic violence should only include households that are currently experience homelessness because they are fleeing violence, and CoCs are now required to report the number of children of parenting youth families (where the parent is under 18) separate from the children of parenting youth families (where the parent is aged 18 to 24).

Everyone is encouraged to download the Counting Us application and utilize SD2018Test so they are familiar with the software prior to the homeless count. It was noted that the agencies are currently not loaded into the test and will be added prior to the count. It was asked who has access to the command center and would access be helpful to determine if all appropriate surveys have been completed by agency.

The importance of training of volunteers was stressed. Davis will look for and send out (if available) a script for the volunteers to consistently survey individuals.

Stacey Tieszen emphasized that on the day of the count, we are not there to just count the people but also to put them in touch with appropriate services and agencies. This will also be stressed to the volunteers and each community may want to consider having a “contact” person that could be contacted during the day/evening for referral to services.

There is guidance from HUD regarding the PIT and HIC and the information will be sent out to the PIT/HIC and VA committee members:

- CPD Notice 17-08 - <https://www.hudexchange.info/programs/hdx/guides/pit-hic/#2018-pit-and-hic-reporting>
- <https://www.hudexchange.info/resource/5205/veterans-hicpit-count-data-guidance-tool/>

Domestic Violence shelters will utilize the Excel spreadsheet for their PIT data. No concerns were noted from the DV agencies. Davis will check with Simtech regarding any updates being made to the Excel spreadsheet.

Robert Dunsmore with Cheyenne River Sioux Tribe discussed the man camps that still exist on Cheyenne River reservation. How will these individuals be counted on the day of the homeless count? There is approximately 100 people, the school bus stops by to pick up the children for school and recently they took firewood out to the camp. They are staying in tents and anticipate the numbers will grow in 2018. Robert also discussed that every district opens an emergency shelter when needed. SDHDA will follow up with Robert to get contact information

for the districts. Bill Fahrenbruck and Jamison Hild will work with Robert regarding the homeless camp for the homeless count. SDHDA will also contact other Indian Reservations to get contacts for additional emergency shelters.

Coordinated Entry deadline is January 23, 2018. Davis shared with the CoC the timeline and current status. Data is posted on SDHDA website – <http://www.housingforthehomeless.org/services/coordinated-entry-system.html> and everyone is encouraged to review and provide feedback and ask questions.

Melissa Jungemann asked if outreach coordinators would still be considered access points. At this time, they will not be access points but will be vital to ensure individuals are connected to CE. The access points will be Cornerstone in RC, Journey Home in Aberdeen, ROCS in Lake Andes, Pathways in Yankton and ICAP in Sioux Falls. SDHDA is entering into a contract with 211 Helpline to be the 1-800 access point statewide.

The coordinated entry workflow was discussed. The current workflow has referrals to victim services and veteran services once individuals are identified and are interested in these services. Heather Bailey asked how the veterans would they get back into the CE system and part of the master list and/or could we continue to take veterans through the assessment process and refer them to VA, once the assessment has been completed. Bill indicated this process is being followed in Nebraska. This question will be discussed further with CSH and the committees to determine the best solution. Joseph indicated that the way Heather Muller explained the situation to him is that typically veterans and domestic violence victims typically have more immediate needs that need and can be addressed before housing is determined so that is why they are referred on to the more appropriate services. Currently there is a 60% drop off rate from initial contact with veterans to actually getting them housed.

Jamison then asked, once the individual is accessed but there is no permanent housing available, then what? Will Client Track have ability to “make notes” regarding timeliness of offering and accepting of housing?

Davis referred to the “script” that is part of the CES procedure manual that will be used for the assessment process. It was recommended that instead of asking “are you a veteran” it may be better to ask if they have served in the military. Criminal history is a question that may need to be further defined due to program requirements.

Steve Stunes has accepted the offer to be the Coordinated Entry System Project Manager. The contract is being finalized with official duties beginning January 2, 2018.

### **Legislative Day –**

There were not many days available to reserve the rotunda during the 2018 legislative session. March 5<sup>th</sup> has been reserved. Serving on the committee will be Davis, Joseph, Stacey, and Melissa. Others can join if they are interested. Discussion was held regarding whether the

homeless count numbers would be available by this date. No “theme” or focus has been decided but it is an opportunity to garner support. Joseph stated “being a loud voice is just as effective as proposing legislation. “

**Town Hall –**

If anyone is looking for software to assist with encryption, the VA is using Virtru software for HIPA requirements. Voltage is used by other agencies. Discussion was held regarding working on a release of information – this will be an important piece in coordinated entry.

Stacey brought up the federal Tax Reform Bill and Lorraine provided more information on how the proposed bill could have a negative impact on housing programs in South Dakota. Roger Jacobs reminded everyone to help support legislation funding Building South Dakota, especially the Housing Opportunity Fund which is flexible funding that can assist with homelessness prevention activity.

The next scheduled meeting is March 20, 2018, in Pierre.