

COC August 2024 Minutes

08/06/2024

Members Present:

Kaitlyn Booth | A Place To Stay
Aaron Davies | McNabb Center Blount County
Michelle Davis | The Lighthouse Monroe County
Shannon Dow | McNabb Center
Haley Emmitt | Choice Health Network
Karen Ferguson | TVCH
Kennith Hawkins | Choice Health Network/Positive Living
Dewanna Henderson | TVCoC Governing Council
Sascha Henderson | Creating Homes Initiative/McNabb Center
Stephen Huskey | First Baptist Church Sevierville/Sevierville Ministry Village
Nikki Lynn | TVCH
Katelyn McGuire | TVCH
Andy O'Quinn | TORCH
Samantha Peach | Clinch Powell Resource Conservation and Development
Taylor Pierce | MATS
Tonya Polidoro | MATS
Melina Politte | Haven House
Lindsey Riches | Community Member
Allie Cohn Sheher | Hellbender Harm Reduction
Kimberly Terry | TVCH
Matt Magrans-Tillery | Cherokee Health Systems
Blair Trout | Salvation Army Sevier & Cocke Counties

Reminder: This meeting will be recorded. Change your Zoom name to include your first and last name, pronouns (if you would like), and your organization. Mute your audio.

Call to Order: Tonya Polidoro – Governing Council Chair

Called the meeting to order 10:03 a.m. Tonya welcomed everyone for connecting for another month.

CoC Program Application: Katelyn McGuire – Lead Agency

If you have been to previous meetings, you have heard me talk about the CoC Program Application. (also known as CoC NOFO and HUD Funding) Below are terms for reference.

HUD CoC Program Glossary



- **HUD** – US Department of Housing and Urban Development
- **e-Snaps** – The online application portal required for all levels of CoC Program applications.
- **Collaborative Application** – The TVCoC Application for funding includes the Project Applications, Collaborative Application questions, and Priority Listing.
- **Collaborative Application** – The CoC designated entity that is responsible for facilitating the local CoC Program Competition and completing all steps of the CoC Program Competition from January through the CoC Program funding opportunity due date.
- **Project Applications** – Agency application for funding
- **Priority Listing** – The ranked list of projects created by the Rank and Review Committee
- **CoC Program Funding** – A competitive funding stream that supports programming for CoC programs such as Permanent Supportive Housing (PSH and Rapid Rehousing), HMIS, Supportive Services Only, Transitional Housing, and Joint Transitional Housing and Permanent Housing – Rapid Rehousing

HUD CoC Program Glossary



- **NOFO** – Notice of Funding Opportunity, the document that details all the grant eligibility criteria, requirements, due dates, etc.
- **Local Competition Notice** – Document provided via listserv to all CoC Members detailing a high-level overview of the NOFO
- **Local Competition** – The competitive competition at the local level (TVCoC) where agencies submit their applications, and they are ranked and reviewed for inclusion in the Priority List and Collaborative Application
- **Local CoC Program Timeline** – The timeline created for TVCoC detailing important dates in the local competition
- **Bonus Funding** – Funding available to a CoC outside their Annual Renewal Demand. This funding is awarded based on the score of the Collaborative Application and is a national competition

When we talk about the CoC Program Application, that is funding coming down from HUD and it is funding that is specifically poured into our CoC through funding opportunities through specific programming that they fund. The CoC Program Application is officially live, which means they have released the application. The application period has opened, and the due date is October 30th of this year. I am going to go through briefly what this timeline and component of this process might look like.

In the coming weeks, you will see us send out a notice which is going to have the official notice for the funding opportunity. It is going to have information about what types of programming is available, eligibility, and criteria. It will have the amount of funding available for our CoC through what we call bonus funding.

It is my job to read through the NOFO and be able to answer questions should you have any. If I do not know the answers, I will point you in the right direction of who to ask those questions to. Always feel free to reach out to me.

You have to be able to show us your interest by a certain date. A written request can be as formal or as informal as you would like it to be. It can be a simple email saying that you are looking to go after the funding opportunity. Agency Applications will then be due in E-Snaps (the electronic portal through HUD). The Rank and Review Committee will convene and review the individual agency applications and create that priority list. If your application is not selected to be included in the overall collaborative application, then you will be notified in writing from the Rank and Review Committee.

The collaborative application is competitive across the entire nation of the CoCs. The collaborative application will be posted online. If you want to read it, please do so. You can get an understanding of what we are doing as a CoC as well to address what HUD is really focused on. You will also get an idea of what goes into the application process.

Components/ General Timeline of CoC Program Application:



Specified due dates for local competition to be released soon

- Any agency interested in applying for CoC Bonus funding or Domestic Violence Bonus funding must provide a written request to the Collaborative Applicant Lead detailing intent to apply
Collaborative Applicant Lead - Tennessee Valley Coalition for the Homeless Executive Director, Katelyn McGuire | kmcguire@tvceh.org | 812-453-0354
- Agency applications due in e-snaps
- The Rank and Review Committee will convene and review individual agency applications to create a priority list of all accepted applications
- Any applications not selected to be included in the Collaborative Application package will be notified in writing
- A draft of the CoC Collaborative Application will be publicly posted on the TVCH webpage for CoC review. All CoC members will be notified when it is posted.
- Collaborative Applicant will submit the Collaborative Application

This application is now open. Below are some things to look for regarding the application itself.

If you are planning on applying for funding, and you want to read through some of the documents, I really encourage you to make sure it says FY2024 on the website. This year it is going to be a two year cycle versus a one year for the collaborative application.

TVCoC NOFO Competition Webpage - <https://tvchomeless.org/cocnofo2024/>

HUD Competition Webpage - https://www.hud.gov/program_offices/comm_planning/coc/competition

HUD CoC Program Application



The HUD CoC Program Application is now OPEN

Things to look for regarding the application.

- TVCoC Local CoC Program Competition Notice for FY2024
- Local CoC Program Timeline
- [Competition webpage](#) (*make sure all reference documents say FY2024 before using them*)
- [TVCoC NOFO Competition webpage](#)

Interested in learning more about this funding opportunity?

Contact the TVCoC Collaborative Applicant Lead

Katelyn McGuire

Katelyn McGuire

kmcquire@tvceh.org

865-440-8670

Andy O'Quinn | TORCH

Am I understanding correctly that there are two different—HUD money and/or TVCOC money that you can apply for?

Katelyn McGuire – Lead Agency

No, the way the funding is set up—and this is where it gets so complicated—When the money is awarded, it is awarded to the CoC and the agencies within the CoC. The way the funding is set up, there is a Tier One and a Tier Two funding. Tier One is the funding that is based off of your current programming. So, the programming that is already going on through this funding source they call it an annual renewal demand. They say 90% of that funding is going to be in tier one, and that is kind of as guaranteed as you can get from HUD to get the funding for that 90% of what is currently going on. The other 10% and bonus funding is what comes out of Tier Two. Tier Two is where the collaborative application score comes in. So after Tier One, they say everyone gets kind of this base funding, and we are going to go through the whole nation and

award that, and then for Tier Two, they start at the highest scoring application, and they start handing out the funding for bonus funding.

Individual Agency News/Updates/Agency Successes:

Andy O'Quinn | TORCH

Not on the positive news, but on the negative side. The Anderson County Public Housing received a grant to rehab all of their units. As a result, they are freezing the waiting list so that they can rehab all of their units. For an extended period of time, they are not going to have anybody shifted into income-based housing in specifically Oak Ridge.

Kaitlyn Booth | A Place To Stay

We have received contracted documents for permanent supportive housing, and it should be up and running soon in Blount County. 8-11 units.

Katelyn McGuire | TVCH

We have had our shower trailer out a few times. If you are interested in scheduling the shower trailer, reach out to Macrea Love, our director of outreach at mlove@tvceh.org. I know we are pretty booked, but we might be starting to book partnerships for next year.

Matt Magrans-Tillery | Cherokee Health Systems

We have both of our Mobile Clinics. We have one mobilized. We are waiting on all the bureaucratic red tape, which is taking forever. We had to station our original mobile clinic because she is on a very large chassis. The other one is a 15-passenger van with a much smaller chassis. So now we will be able to go into our rural streets and back roads that we couldn't access before. I am hoping by the next meeting I'll have an announcement that we are starting. This is going to be medical and behavioral health care access, including some case management and possible access into medication, assisted treatment for that, for folks who have substance use disorders. Also, some infectious disease control like HIV testing and some control there with some of the prep tests. We are also looking at things like syphilis and Hep C treatment. If you can think of locations or want to partner with us directly with the Mobile Clinic, email me at Matt.Magrans-Tillery@cherokeehealth.com. Cherokee Health Systems Service Area: Hamblen, Cocke, Sevier, Blount, Claiborne, Grainger, Knox, Loudon, Union, Anderson, Hamilton, and McMinn.

The second piece of big news is that we are going to a larger location in Loudon County and we are going to have a full time pediatrician there. She is bilingual in Spanish and English. Her name is Hannah Smith.

Other big news is we just opened our pharmacy in Morristown. It is at our 5th Street office location. You do not have to be a Cherokee patient to utilize the pharmacy. If you have folks who are in the area, needing a pharmacy, and needing some pharmaceutical needs at a reduced cost, please send them our way. They can send their prescriptions there just like CVS or Walgreens.

Katelyn McGuire | TVCH

Is there any residency requirement for the Loudon County clinic or Morristown Pharmacy?

Matt Magrans-Tillery | Cherokee Health Systems

Absolutely none for either. They do need to be a Tennessee State Resident. If they are not a resident of the State of Tennessee, then we cannot utilize some of the programming that we normally use, but they still can come and see us at the reduced cost. We are never going to send anyone to collections if they are unable to pay.

Tonya Polidoro | MATS

I am working with Misty Holbert here in Morristown to get their mobile clinic. Same thing you were talking about. The mental health, the regular health, all that here on MATS property. Hopefully this month. Also, Macrea is coming with the Shower Trailer this month.

Allie Cohn Sheher | Hellbender Harm Reduction

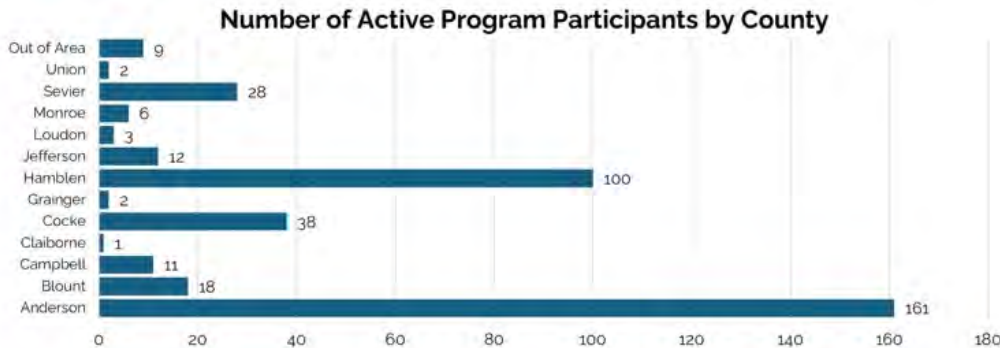
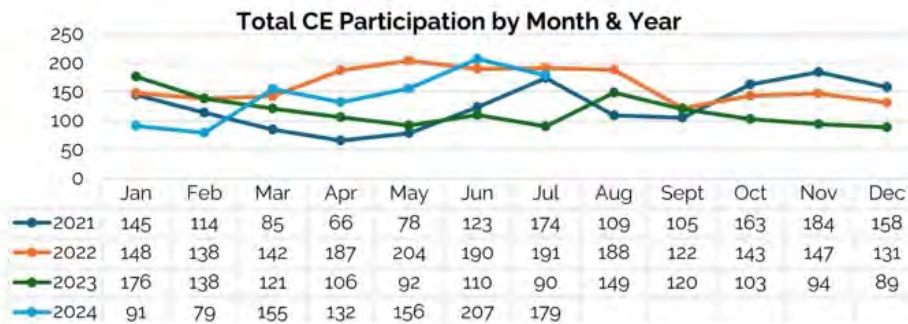
I have a personal announcement. I am in a different position. I am doing overdose prevention with Hellbender Harm Reduction now. I still have my Ridgeview email because I am PR in there as mobile crisis.

CoC Data Reports and Updates

Nikki Lynn | TVCH

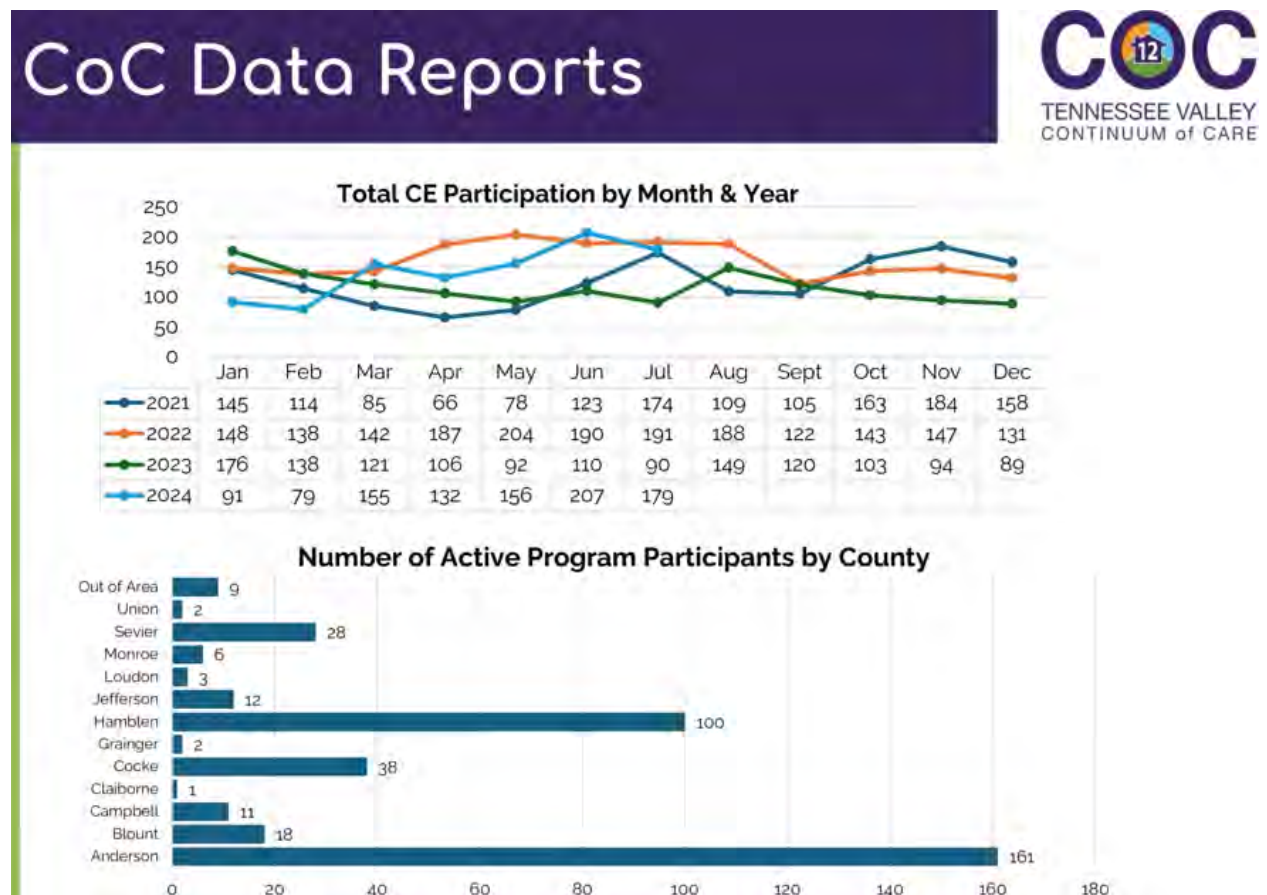
You can see, below, we had 179 Coordinated Entries Completed in the month of July. That is on par with early covid. It is hard to look at trends with the covid information and how isolated that event was. I want to remind everyone that we have not hit the hottest month of the year. Typically, August is the hottest. I would suspect that as temperatures increase, we may see an increase in ask for assistance through coordinated entry.

CoC Data Reports



The next graph is our participants by county. This is the number of clients that we are serving by county. Anderson is high, Hamblin is high and that is because of their coordinated entry, street outreach. Good news is we are starting to see increased numbers in other counties. Shout out to Macrea and Riley with TVCH in trying to get into counties where we do not see a lot of services.

Every month our data is only as good as the data put in. The more agencies we have that get involved in our HMIS System and data sharing, the better our report would be to show the need in our region. The Collaborative Application that Katelyn was talking about that we are submitting together to HUD to review, that is based a lot on our numbers that we are producing together as a CoC. So the more agencies we can get participating in HMIS, the better picture we can have on the needs of our neighbors in our community.



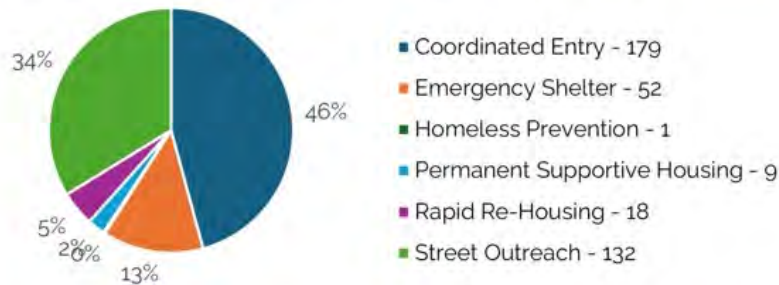
Hopefully in the next few months, we are going to see that Permanent Supportive Housing number go up because A Place to Stay got their grant Contract. They are working and running out the gate getting folks enrolled in their program.

Our % of veterans and chronically homeless has increased from last month. The number of disabled individuals has decreased.

CoC Data Reports



Percentage of Total Active Enrolments by Program Type



Total number of unduplicated individuals that are actively enrolled: 297

Percentage of Veterans – 6.06%


Percentage of Domestic Violence Victims – 4.38%

Percentage of Disabled Individuals – 54.55%

Percentage of Chronically Homeless – 20.54%

We have reached an overall grade of an A which is 95% or above. This is on par with other communities across the country. This is what we are striving for.

CoC Data Report



COC
TENNESSEE VALLEY
CONTINUUM OF CARE

GRADE BASED ON COUNT FOR EACH ELEMENT:	HUD UDE ONLY	Additional ONLY	HUD Verification ONLY	OVERALL
	A	B	B	A
	97.76%	94.07%	94.31%	95.38%

Data Element	Required for	Number of Applicable Entry Exits	Number of Non-Null Values	Percentage Complete
*HUD Universal Data Elements:				
Prior Living Situation	Adults/HoH	231	217	93.94%
Length of Stay in Previous Place	Adults/HoH	231	209	90.48%
Additional Data Elements:				
Income Received (Y/N)	Adults/HoH	231	216	93.51%
Non-Cash Benefit Received (Y/N)	Adults/HoH	231	216	93.51%
Covered by Health Insurance (Y/N)	All	335	315	94.03%
HUD Verification: (Elements measure completeness at entry ONLY)				
Disability Type	All	288	270	93.75%
Income Source	Adults/HoH	231	217	93.94%
Income Amount (for all valid sources)	Adults/HoH Recv Inc = Y	119	112	94.12%
Non-Cash Source	Adults/HoH	231	217	93.94%

July 2024 Timeliness Calculation

	# of Project Start Records	# of Project Exit Records
0 days	33	17
1-3 days	35	39
4-6 days	13	2
7-10 days	7	0
11+ days	0	0
Timeliness Percentage:		85%

See the Report PDF in the Chat for the full data report.

If you have any questions for me, email me at nlynn@tvceh.org.

We are gearing up for PIT & HIC. Below are some of the time commitments and responsibilities that we are looking at for our committee members.

PIT & HIC Committee



The purpose of the 2025 Point-in-Time count is to produce a point-in-time estimate of people who are experiencing homelessness in the Tennessee Valley CoC's 12-county geographic area. The purpose of the 2025 Housing Inventory Chart (HIC) is to produce an accurate reflection of the CoC's capacity to house homeless and formerly homeless persons.



This committee helps to plan this count each year.

The PIT & HIC Committee is looking for 12 or more individuals from community partners to help with the count in each of their counties to develop the methodologies and process for the 2025 PIT Count, which includes the following responsibilities:

- Recruiting & Training Volunteers
- Develop the Day of the Count Plan
- Provide Volunteer & Count support on the day of the Count
- Turning in their County's Unsheltered Count Summary & Survey Forms

Time Commitment – 20 – 25 hours (over the next 6 months)

- 5 - one-hour long Committee Planning Meetings
- 1 - Train-the-Trainer Training Session
- Time commitment will increase leading up to the count
- Approximately 8 hours for the night-day of the count

If you are interested in becoming more involved and learning about the needs of our region, please reach out to Nikki Lynn at nlynn@tvceh.org

Tonya Polidoro – Governing Council Chair

The Governing Council is looking to fill some seats with our individuals that represent or serve the populations of unaccompanied youth and HIV Aids. Just click the website and you can nominate yourself. If you are going to nominate somebody else, please talk to them first and see if it is something they would be interested in.

Governing Council Nominations Form - chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/<https://tvhomeless.org/wp-content/uploads/2023/10/Governing-Council-Nomination-Form.pdf>

The commitment for the governing council is a quarterly meeting unless there is a specific reason why there needs to be a sidebar meeting. A quarterly meeting might be two hours. The term runs for two years. You can do it for two consecutive terms.

Nikki Lynn | TVCH

The form is also on the TVCH website on the CoC page.

Katelyn McGuire – Lead Agency

If anyone has specific questions about the governing council, what you will be doing, what those responsibilities look like, we have a general idea in written form on the nomination form. I am always happy to meet with people to talk you through what that looks like.

Governing Council Nominations



The Governing Council is looking to fill the following seats with individuals or organizations that represent/serve the following populations:

- Unaccompanied Youth
 - HIV/AIDS

Nominations Due: September 30

[Access the Nomination form here](#)

Rank & Review Committee

Allie Cohn Sheher | Hellbender Harm Reduction

We have been meeting, we are trying to organize. Now that the NOFO is out, we have some HUD TA support for helping to organize it and getting our forms together. If there is anyone who is interested in either serving on the committee, and/or who also would like to serve as development for the forms for ranking and reviewing, we would love to have you. You are welcome to reach out to me via email: cohnab@ridgeview.com or Angela Stolpe at astolpe@unitedwayblount.org

Rank & Review Committee



- Project applications submitted to the CoC for the FY 2024 application cycle must be reviewed and accepted/ ranked, approved, or rejected by the CoC.
- The Rank & Review Committee is looking for 3-5 individuals from community partners to help with the rank and review process for 2024 NOFO, which includes the following responsibilities:
 - Help develop and update TVCoC ranking tools
 - Participate in the review and ranking process
 - Help document scores during the ranking process
 - Submit ranking outcomes to TVCoC membership
- Time Commitment
 - Up to 1 hour/ week leading up to NOFO announcement (typically early to mid-July)
 - 4-6 hours (broken into 2 days) to rank projects as a committee
 - Time commitment will increase during the review week to accommodate the review of all project applications. This can vary depending on each committee member.
- If you are interested in becoming more involved and learning about the projects being funded by the TVCoC, please reach out to Allie Cohn at cohnab@ridgeview.com or Angela Stolpe at astolpe@unitedwayblount.org.

*We hope to continue to diversify our committee as we bring in new CoC members to uplift new voices and experiences that could help inform services and programs within the region we serve.

Tonya Polidoro – Governing Council Chair

The Governing Council's written standards are grossly outdated. We are in the process of trying to update those. It's not just the governing council. It is just a committee. It is largely the governing council members who are doing that. We have Aaron Davies and Andy we would like to have you help us. We are trying to bring in some folks that were part of that the last time, just to get them updated. It is a large written standard. We are making sure that we have everything in there that we are supposed to have according to all the grants and everything as a CoC. It is a process. We have met several times; four-hour blocks and we

are not very far down the pages at all. We will keep you updated. They cannot be voted on until you guys have them in your hands to review.

Andy O'Quinn | TORCH

Yes, I will help

CoC Committee Updates:

HMIS & Data Management – Andy O'Quinn andy.oquinn@oakridgetorch.org

For HMIS & Data Management we did have a meeting and we edited a bunch of HMIS & Data Paperwork.

Nikki Lynn | TVCH

We have a tentative Data Management Committee meeting for August 26 2024 2:00pm-3:00pm. If that changes, we will update it on the CoC calendar. We are going to dive into the policies

Coordinated Entry Committee – Tiffany Higginbotham tiffany.higginbotham@va.gov

Nikki Lynn | TVCH

Our next meeting will be August 28, 2024, at 10:00am. We are hashing out the prioritization tools that we are going to be using. The committee has come to an agreement on how we are going to manage our prioritization list. We are going to do it internally. We wanted to keep it simple and easy for everyone in our CoC using HMIS. We are going to be building out a report. We are trying to figure out the weight of each of those categories. That will need to be coordinated with the written standards for the CoC. Once that is done, we are going to dive into the different sections of the policies. Everyone is welcome to join this committee. We would love any and all representation that we can get on there.

Closing: Tonya Polidoro – Governing Council Chair

Tonya closed the meeting at 11:01 am and thanked everyone for coming to it.

Dates for the upcoming COC meeting

September 3, 2024 – Virtual Meeting at 10:00 am Link is provided via email before the meeting as well as in the invitation.

October 1 – In person

November 5, 2024