

**Metropolitan Homelessness Commission
Executive Committee Meeting
8:30 am, October 11, 2016**

Minutes

Present: Liz Allen Fey, chair; Renee Pratt, Wendell Segroves, Kirby Davis
Staff: Will Connelly, Jessica Ivey, Deon Trotter, Lisa Ricketts

Financials:

Lisa Ricketts reported that since it is the first quarter of the year, there are not many expenses yet because contractors are still in the process of submitting their invoices.

Renee Pratt asked about the meaning of the line item entitled “leave pay.” Ms. Ricketts said it reflected vacation, sick days, and similar days off.

Liz Allen Fey asked whether there was anything in the budget that the Commission needed to pay special attention to. Will Connelly pointed out the line items that show the new outreach team that is funded through an ESG fund and Metro funds. Everything under the ESG column will be used for street outreach and related activities. The Metro match is mostly used for data collection and HMIS related activities. This is one-time money. Ms. Fey said the Commission then will have to look at how to move forward with this team.

Further conversation focused on how the Commission budget is aligned with services that lead to housing. Will Connelly gave the example of the conversations that the Continuum of Care is having around how their funds are required by HUD to be aligned with proven best practices and suggests the Commission takes a similar approach.

The executive committee agreed to have staff make a budget recommendation to the executive committee and then bring it before the full Commission. Depending on the changes, especially on contracts, some aspects of the budget may have to go before Council.

Ms. Fey said the budget discussion involves two issues:

1. How well is the Commission budget (through the programs we fund) aligned with best-practices and how much of that is aligned with housing?
2. How do we make sure that our outreach efforts continue since the current funding is a one-year grant? How do we make sure we build on it so it’s not an isolated event?

There as some brief discussion to see what the different programs offer and if they are aligned with best-practices/housing.

Ms. Fey said she thinks it was time to reach out to have conversations with the partners about how their programs impact housing in our community. She said it may not impact the FY17/18 budget. She also said commissioners need to become better educated about the impact the Commission budget has.

Staff Action item: The executive committee charged staff to start the education process on the budget and how it aligns with best-practices and funding with a presentation at the November meeting.

Discussion shifted to the purpose of a quality By Name List (BNL). The basic purpose is to have a real-time sense of who is coming into homelessness, who is actively homeless, and who is getting out. A quality BNL together with a Point-in-Time (PIT) count can help us evaluate whether homelessness is increasing, which populations see reductions/increasing in homelessness, etc., and move away from anecdotal information. It will also help adjust the budget based on the needs we see.

Ms. Fey asked when a quality BNL will be in place. The executive committee then moved on to discuss urgency to overcome the complacency that happens too easily. She said it was too easy to say someone is working on it and then move on.

Staff Action Item: For the November Commission meeting, the executive committee makes the following recommendations to staff:

1. Budget conversation/education outlining where we are in terms of addressing homelessness, what the current budget addresses, and how the budget needs to be lined up to get us where we need to be.
2. Getting better data by creating a Coordinated Entry System with By Name Lists in HMIS. (Ms. Fey cautioned not to wait on data to implement needed improvements).
3. Have a conversation with people around the table about what they are seeing.

Kirby Davis asked whether anyone ever talked to a statistics department at one of the colleges/universities in town to help us move from anecdotal to real data discussions. Will Connelly said the BNL is in the Homeless Management Information System (HMIS).

Further discussion focused on the need of cooperation from all providers to enter quality data into HMIS. That buy-in is created by building relationships.

As a community we allow providers to opt in and opt out, which causes gaps and then we see people who are falling through the gaps. To create buy-in, we need to build and nurture relationships and educate people. We need to understand who is giving information and data and who not, so we can work on that. Jessica Ivey is giving presentations at different provider meetings about CES.

Staff Action item: Staff agreed to a presentation at the November Commission meeting if needed. The presentation should include example of cities who are doing CES, By Name Lists, and data sharing well.

Discussion continued about community data. Renee Pratt suggested asking people why they do not enter data into HMIS. The executive committee found it was important to get input from stakeholders on HMIS and sharing data, maybe through a survey.

Ms. Fey said if our community is at a point where the number of homelessness is increasing and we do not come together and do nothing, the resources we have will go to encampments and cold weather response.

Kirby Davis said there were groups interested in taking care of people who are homeless and groups that are interested in ending homelessness. The executive committee felt this was the time to not be quiet about the need to end homelessness as we know it. Further discussion focused on possibly approaching Mayor Barry and what the message would be. The group felt this was the appropriate time for Liz Allen Fey, Kirby Davis, and Will Connelly to meet with Erik Cole and Mayor Barry.

Director's Report:

Will Connelly reported on Metro's Interdepartmental Council on Homelessness that Mayor Barry created and the Homelessness Commission staff is leading. The Interdepartmental Council is a Metro staff meeting with department directors who deal with homelessness issues. The purpose is to better coordinate our Metro response to homelessness between the departments. The first issue is to develop an encampment protocol for Metro. Homelessness Commission staff presented a first protocol and received the feedback to add more details. Staff now is in the process to meet with individual department leaders to receive input on a more detailed draft.

Mr. Connelly said the new outreach team is called N.O.T.E., which stands for Nashville Outreach team for Encampments. The team consists of two members and the encampment protocol describes some of their work and how they communicate with all stakeholders.

Staff Action item: A question was raised whether it would be helpful for them to come to the November meeting and talk about their first few weeks.

Staff Action item: The executive committee asked for a Cold Weather update at the November meeting.

Governance:

There is some push back to the Commission having a governance task force because it is believed that task force members and commissioners do not even understand what the CoC governance is. Will Connelly invited the executive committee to attend the meeting.

Ms. Fey asked if that is information that could be brought to the full Commission.

Mr. Connelly asked for input on what information is needed to help the governance task force prepare for its work. Suggestions made include the by-laws and have information about the CoC available for them.

Approval of Minutes:

Wendell Segroves made a motion to approve the executive committee minutes of September 2. Kirby Davis seconded the motion. All approved.

Ms. Fey will help prioritize the November agenda because there may be too many items.

Meeting was adjourned.