

Housing Support Program Advisory Committee

MINUTES

January 15, 2020 | 9:00 a.m. – 11:15 a.m. | Cotton Community Center

ATTENDEES: Bill Unger, Kate Bradley, Brad Gustason, Heather Lindula, Adam Venne, Lori Reilly, October Allen, Jensina Rosen, Natalie Smolich, Laura Birnbaum

AGENDA ITEMS: Review of 10/30/19 Meeting Minutes and Agency Updates

- There were no concerns regarding the 10/30/2019 meeting minutes. Jensina reminded the group that as the minutes are approved, these are posted to the PHHS' Housing Support Program's website.
- Heather Lindula shared that Crime Victim Awareness Week will be marked with several events the week of April 20, 2020, including open courthouse events in Hibbing and Virginia. She also said there will be a Community Connect on May 1, 2020 in Hibbing. Heather reminded attendees that Legal Aid can also assist with criminal expungements and there will be workshops forthcoming.
- Laura Birnbaum shared that St. Louis County recently received a grant from UCare to support people with mental health and/or substance use disorder who are experiencing housing instability. More details will be shared about how to access those funds once the grant is finalized.

AGENDA ITEM: LTH Supportive Housing Program

- Before the Committee took any action related to the proposals for expansion, Jensina asked the Committee how they would like to handle any conflicts of interest on the Committee. The group decided that those who may benefit directly or indirectly in a Committee decision could participate in discussion, but must abstain from any voting or decision-making.
- The Committee reviewed October Allen's Grace Place expansion proposal of 11 beds, across two sites, for the next calendar year. October provided a brief overview of her program and goals for expansion. The Committee was able to ask October questions, and Kate Bradley confirmed there is a need for additional housing for the population served by Grace Place. Following discussion, Adam Venne moved to recommend approval of this proposal, which was seconded by Heather Lindula. The motion passed unanimously, with October Allen abstaining from the vote.
- The Committee reviewed Drew Shaine LLC's expansion proposal of up to 12 beds, across three locations, for the next calendar year. Shaine Stokke and Warren Peters from Drew Shaine LLC provided a brief overview of their program and goals for expansion. The Committee was able to ask Shaine and Warren questions, and Kate Bradley confirmed there is a need for additional housing for the population served by Drew Shaine, LLC. Following discussion, Heather

Lindula moved to recommend approval of this proposal, which was seconded by Adam Venne. The motion passed unanimously, with Bill Unger abstaining from the vote.

- Both providers were told that the Committee’s recommendation to approve will be forwarded, along with the proposals, to the PHHS Behavioral Health Leadership team in February for final review/approval.
- The Committee also reviewed suggested edits to the LTH Supportive Housing Manual for FY21. The Manual will change from “LTH Supportive Housing Program” to “Supportive Housing Program” to cover non-LTH programs. Manual updates also included a process by which current LTH Supportive Housing Program participants could transfer in between programs once original eligibility requirements were satisfied. Jensina also shared that LTH Providers requested additional clarification regarding training requirements, which this Manual seeks to achieve through suggested edits. After discussion and clarification, all suggested edits were supported by the Committee. All edits will now be forwarded to the St. Louis County Attorney’s Office for review before rolling out to current providers in April 2020 ahead of the next contract cycle.
- Jensina provided the Committee with a “LTH Supportive Housing Program Data One-Pager,” created using FY20-Quarter 1 data from HMIS. Heather Lindula pointed out that the use of PIT data in the one-pager may be misleading as that number does not represent those eligible for LTH Supportive Housing. The group advised this data point be removed, and agreed this information would be helpful moving forward.
- The Committee was asked to weigh in on the establishment of performance measures. The Committee unanimously agreed that the focus should be on exit data, though data points about length of time in programming is important to keep reporting on as well.

AGENDA ITEM: Board and Lodge Program

- There were no new proposals to review.
- Jensina notified the Committee that the St. Louis County Attorney’s Office signaled that review of the Manual should be completed by January 17, 2020. Any substantive changes will be forwarded to this Committee via e-mail.
- The Committee discussed that adding language to both the Board and Lodge Program Provider Manual and Supportive Housing Program Provider Manual around prohibiting dual relationships between program staff and people served. The group discussed that this has been an issue identified in Housing Support-funded programs, though it is not considered to be widespread. Based on this group’s recommendation, Jensina will consult with the St. Louis County Attorney’s Office about the addition of that language.

AGENDA ITEM: HSP Updates

- Jensina shared that for 2019, 128 complaints/concerns were logged and processed. She noted a little over 70% originated from board and lodges. She explained that the data shows that since the implementation of the LTH Supportive Housing Program Provider Manual, the number of complaints/concerns dropped by nearly 50 percent for that program.
- Jensina noted that the LTH Supportive Housing Program increased capacity by nearly 28% since December 2018, and is on track to increase by over 50% by the end of 2020. Jensina told the Committee that proposals for the cost neutral transfer project are due on January 17, 2020. She hopes to finalize a proposal to DHS and submit it by March 1, 2020.
- The HB101 Places Pilot Project continues to move forward, though with some delays due to the site not being able to carry training data into a live site. This was tentatively scheduled for roll-out in February 2020, but is now anticipated for late spring 2020.
- Jensina also shared the CLI Grant is on-track to fulfill the work plan for FY20, with the exception of new, scattered site units due to the current rental market in St. Louis County.

AGENDA ITEM: HSP Advisory Committee Guidelines

- Jensina discussed that this Committee does not have any guidelines directing its work as it is a more informal work group, which assembled quickly in January 2018, providing guidance and recommendations to St. Louis County on program administration. She provided committee members with a draft document outlining the purpose, membership, and committee guidelines.
- The Committee reviewed the document and made minor changes, as well as suggested removing term limits. The group noted that having the Coordinated Entry Coordinator and Planner on the committee permanently would be ideal, but that current members could resign if they feel they no longer have capacity for this meeting.
- Jensina noted that PHHS created a new financial worker role that will process and maintain all Supportive Housing – Housing Support cases. This position is embedded in the South St. Louis County Triage Unit. Jensina said that it may be helpful to have her join this committee, and the group agreed that Natalie Smolich should remain on the committee as she brings the North St. Louis County Triage perspective. Jensina said she would follow-up with Dusty Letica, ESS Division Director, to determine if this recommendation would be supported.
- The Committee shared they like the diverse backgrounds and variety of perspectives shared through the membership of the group.

- Adam Venne noted that this Committee has been instrumental in the review of policy and creation of infrastructure, so some of that work will lessen as these are essentially created.
- Jensina explained that the remaining infrastructure area, involving assisted living and adult foster care, will be very limited in scope and focus on how to obtain a new Housing Support Agreement.

NEXT STEPS

- The Committee offered to have a representative at the next Board and Lodge Program Provider meeting where the Manual will be rolled out. Jensina said she would discuss with her supervisor.
- The next Advisory Committee was scheduled and confirmed for 3/25/20 in Cotton.

Next Meeting:

March 25, 2020, 9:00 a.m., Cotton Community Center