

**Chatham-Savannah Authority for the Homeless/CoC
Board of Directors Meeting
July 21, 2020 – 3:00 – 4:30
Location: Via Video/Phone Conference**

Present Board Members

Toby Browne-**Past Chair**
John Miller-**Chair**
Julian Miller- **Vice Chair**
Josua Rine-**Secretary**
Sharon Hill
Carolyn Hughes
Janet Kniss-**Treasurer**
Jeffrey Rayno
Kurtis Purtee
Linda Wilder Bryan
Vernon Jones
Angela Grant
Beverly Willett

Staff

Cindy Kelley-**Executive Director**
Luella Clark
Janice Sheffield
Stacey Murray
Carlos Baker

Absent Members

Pat Geoghegan
Joseph Ervin
Shawn Brown
Lynn Coleman
Rick Wagner
Jennifer Fordham
James Jones

Guests

Patricia Youngquist
Tammy Mixon
Jennifer Darsey
Linda James
Rick Brown
Yvonne Pryor
Nola Johnson
Latacia Avila
Doretha Rice

Call to Order

Outgoing CSAH Board Chairman Toby Browne called the meeting to order at 3:05 pm on July 21, 2020 via Zoom video/phone conference call as we continue to practice social distancing due to the COVID-19 virus.

Toby Browne Final Remarks as CSAH Board Chair/Pass the Gavel

- Browne welcomed everyone and thanked them for attending. He said he was proud of CSAH staff and all their hard work during this difficult time. He said that he is proud and excited to welcome the newly elected CSAH board executive team. Members include John Miller (Chair), Julian Miller (Vice-Chair), Josua Rine (Secretary), and Janet Kniss (Treasurer). He wished them the best in their coming work. He also thanked all board members for their service and commitment to the work of CSAH. He mentioned that he and Beverly Willett will complete their tenure at year end. Brown turned the meeting over to the new Board Chairman, John Miller.
- Miller thanked Browne and Willett for all their hard work over the past few years.

Welcome and Introductions- Introductions were established as people logged in or called on Zoom video/phone conference. Miller asked for introductions for anyone unidentified on the call.

Quorum- A Quorum was established.

Approval of June 16, 2020 Board Minutes- Josua Rine

John Miller asked for a motion to approve the of June 16, 2020 board minutes as presented. A motion was made by **Toby Browne**. The motion was seconded by **Julian Miller**, and all were in favor. Motion carried.

Chairman's Items

Blueprint Outcome -Julian Miller

- Julian Miller reported on the status of the CSAH application for Chatham County Blueprint funding. Miller reached out to various County Commissioners and was working on making a connection with County Commission Chair Scott. He is finding that in general that Commissioners are in support of the effort but to date, we do not have a final commitment. He will continue to work on this effort.
- Miller provided a review of the request: partial funding of the Streets to Stability Initiative (addressing panhandling and better coordination of goods and services for the homeless population). Due to expected less funding, the Sanitary Campground portion of this request will be removed. Savannah has offered us \$50,000 toward this program (year 1) if Chatham County provides a match. Other funders of this effort include a total of \$15,000 for each of two years from the Chamber of Commerce, Visit Savannah, SEDA, and the Tourism Leadership Council. A request for \$5000 is also pending from the Downtown Neighborhood Association.
- Kelley noted that the Coordinator role would be to primarily work with civic groups, congregations and others who would benefit from coordination efforts and are not already connected to the Homeless Continuum of Care.
- Rayno expressed his concerns about panhandling and asked if anyone would be opposed to a plan (B) for panhandling because it is getting expeditiously worse. It is not only a danger to the drivers but also for individuals who are panhandling. He suggested putting signs where these people are and encouraging citizens not to give them money. This would be paid for by the municipalities. Also, hotels such as the La Quinta Inn on Montgomery Crossroads could encourage their guests not to give to requests for money. It was noted that the new Blueprint effort does address some of these concerns. Rayno asked, if he came up with the additional funds, would the CSAH board be interested in additional ideas? Julian Miller indicated, yes funds and new ideas would be welcome.

By-law Update- Beverly Willett

- Willett stated that it was decided that we table the By-laws in terms of voting on it until after the Board Retreat discussions related to organizational structure. She said that she is in discussion with an attorney in town, who has agreed to give us some free advice to be sure changes recommended are appropriate within our guidelines as a nonprofit and an authority. Some changes needed include a general clean-up as well as (assuming segregation into two orgs), distinct board structure for each. Willett said that we want to consider our founding legislation but notes that the founding legislation indicates board members can make changes as necessary to address changing times/practices.
- She said that she had done a draft that circulated at a prior meeting, but any vote may be premature given proposed changes for CSAH to separate into two nonprofit organizations.

Bridging Sub-Committee Report

- John Miller said that the committee consists of Linda Bryan, Kurtis Purtee, John Miller, Julian Miller, Cindy Kelley, Janet Kniss, and Tobey Browne. Miller requested a Bridging Sub-committee summary.
- Kelley said that the process included a 6-part mini-strategic planning process, by a board sub-committee, over a period of seven weeks. Consultant Denise Grabowski agreed to facilitate the process. Issues considered includes a clear distinction between our Homeless Continuum of Care work and our other program work (housing/street outreach), a possible name change, different approaches to branding for the two sides of the organization, a separate CoC website (in process now), and if the result is two organizations, establishment of two boards (including one only addressing CoC related matters).
- Julian Miller indicated that the housing projects use lots of organizational energy (Cove, City 54) and because of the public awareness due to the capital campaign for the Cove, there is less understanding of all the other elements of the work of CSAH on the CoC side. Having a separate CoC only organization would allow for better CSAH visibility.
- John Miller said that we are at the funding stage where we are trying to address launch of these proposed changes. He looks forward to the dialogue at the September board retreat. Note that no final votes will happen at the retreat. Key recommendations will come to the October board meeting for consideration.
- John Miller mentioned the Eviction Avoidance Fund that we are working on with United Way, Georgia Legal, and some landlords. He said that the group has been meeting and he prefers someone else to lead this effort.

September Board Retreat Date

- Board Retreat date is set for Friday, September 18th from 9am-3pm. It will be a strategic planning session with a presentation from the Sub-committee group.

Finance Committee/Executive Committee

Finance Report -Janet Kniss

- Kniss said that we received our audit report from our auditor, and it is a clean audit. There has been a difference of opinion between the auditor and our accounting firm principals about posting of contracts in our financials. As such, CSAH will follow the auditor's recommendations for a change. Also note there has been internal discussion about the potential selection of a new accounting firm to serve CSAH.
- Toby Browne stated for the benefit of the board, that we have had five of six years good service from our current accounting firm and that we have always had clean audits. The disagreement is

related GAAP requirements and cash flow reporting concerns. Browne is confident that we will get through this minor blip in our operations.

Executive Director's Report – Cindy Kelley

New CoC website segregated from CSAH website

- Kelley again mentioned that a new and distinct Homeless Continuum of Care website is in process and CSAH will have its own website. When a draft is complete, it will be sent to board members for review. HUD does require that all key CoC docs be placed on a website. Given the heftiness of these annual docs to present, a separate website makes sense. CSAH board minutes will also be posted on this website if the CSAH board is also the acting CoC board. As noted, this is likely to change as the board considers separation of our CoC functions and other programming.

COVID-19 ESG Funding

- Kelley stated that we have been having some meetings to try to determine how these funds are going to come to our community and how they are going to get used. As a reminder, the City of Savannah is an entitlement community and the rest of the municipalities in Chatham County are not, but both the City of Savannah and the rest of the municipalities have received ESG funding. Kelley said at a recent meeting she had with the City of Savannah Human resources folks, we recommended that a big chunk of money should be used for prevention and keeping people in their housing. We have not been able to get any feedback from the County about what they are going to do with their funds, and they will be receiving more than \$4 million dollars. We think that it would be appropriate that they consider things that are related to homelessness and housing in allocation of their dollars. She said that she did put in a call to Tara Jennings of the County to get more information and share preferred priorities.
- There is at least one homeless service agency that is having financial difficulties related to not being able to hold their annual Gala (a key revenue source). We are going to continue to recommend (if it is possible) for the City to use their ESG dollar support nonprofits who are struggling given Covid related problems. Safe Shelter recently expressed concerns about their financial situation. Other agencies are encouraged to call Cindy or Janice so we can advocate for agencies if necessary.

Phase 2 Capital Campaign

- Kelley said that we continue to raise funds via our Cove Capital Campaign. We have some major donor meetings coming up. Fundraising has slowed down though, due to COVID related concerns.

Quarterly Service Provider Meeting

- The Quarterly Homeless CoC Service Provider Meeting is tomorrow. The next meeting will be in October.

Associate Director's Report - Janice Sheffield/Stacey Murray

CSAH HUD Unified Case Management Contract Detail

- Sheffield and Stacey Murray provided an overview of CSAH's annual Unified Case Management contract (UCM) from HUD in the amount of \$410,000. The contract supports work related to the annual HUD NOFA, mandated Coordinated Entry service, work with Emergency Shelters/street homeless, Legal Services (identification cards), CSAH's case managers and the outplaced CSAH managers. Case managers have a primary focus on finding and keeping folks in their housing. General staff themes related to this work include addressing efficiency, eliminating barriers, helping to increase income by helping folks to apply for assistance, and lately, staying healthy during the pandemic. Sheffield said that we have had this program since 1997, so it is a renewal project and has been renewed for that many years. HUD's main priority is for housing. Our UCM contract is the

only current contract in our NOFA that is for Supportive Services (all the rest are housing projects). However, this project is always ranked in Tier 2 (lowest priority) when the NOFA is submitted.

- We have not yet heard about the deadline for the upcoming NOFA. There have been some rumors that given Covid that the NOFA might simply be a copy of last year's submission.
- Murray provided additional case management detail: Our UCM contract funds four out-stationed case managers. *We have (2) at Union Mission, (1) at Safe Shelter, and (1) that splits her time between at Austin House and Cove at Dundee.* Union Mission, EOA/Austin House and Cove of Dundee are all Permanent Supportive Housing Projects (PSP), and Safe Shelter is an Emergency Shelter/Transitional Housing project (for domestic violence situations).
- Kelley re-stated that HUD Coordinated Entry is an unfunded mandate. As such, last year we had to reduce by one, a CSAH case manager to support the Coordinated Entry service (1 FTE).
- Kelley noted that the UCM contract detail was provided to better help the board and the larger CoC community understand how the \$410,000 is utilized. As noted, most of the funds are used for case management and direct support to our homeless population.

Updates and Announcements

United Way-Jennifer Darsey

- Darsey announced that the United Way still have COVID Rapid Response Funds. If anyone comes across individuals or families that need assistance contact United Way at 211 or call 651-7730. They have \$170,000 available. For eligibility it must be COVID related.

We will not have a meeting in August. The Executive Committee will be meeting.

Board Retreat in September.

Julian Miller thanked Toby Browne for all his hard work and asked that all give one last clap of hands for him.

Meeting Adjourned at 3:57pm

**New Officers: Chair – John Miller, Vice-Chair – Julian Miller, Past Chair - Toby Browne,
Treasurer – Janet Kniss, Secretary – Josua Rine**

Next Board Meeting – October 20, 2020 – 3:00 on Zoom.

CSAH Mission:

To lead the effort to build and sustain community practices to eliminate homelessness.