



## **S3 Housing Connect Meeting Agenda**

Thursday, September 14, 2017, 4:00-6:00 p.m.  
Buggy Building, Ground Floor Conference Room-  
115 Chatham Street

- I. Welcome, Introductions, Agenda Review
- II. Membership Items
- III. Q & A with K
- IV. Presentation: *“Building Our Knowledge Base”* by Terry Allebaugh, NCCEH
- V. *Six for Six* Committee Reports
  - a) Data & Metrics
  - b) Resource Development
  - c) Community Engagement
- VI. Break
- VII. *Six for Six* Committee Reports (continued)
  - d) Housing
  - e) Service Provision
  - f) Low Barrier Shelter
- VIII. Emergency Community Response Conversation
- IX. Closing Remarks, Evaluation Form & Adjourn

**S3 Housing Connect- Shelter, Services Stability  
Meeting Notes**

Thursday, August 10, 2017  
Gordon Wicker Room

**Attendees:**

Brad Simon, Dick Poletti, Heather Garrity, Beth Kelly, Tamara Brogan, Marcia Johnson, Dennis Barrick, Bill Horner, Sherry Shudra, Keith Clark, Cameron Sharpe, Charles Taylor, Bob Bridwell, Wayne Eric Chew, Heath Cain, Betsy Jungkind, Lesa Price, Johnny Waller, Bill Hicks, Byron Buckels, Shannon Judd, Mayor Mann, Karen Kennedy, Rachel Picard and Marshall Downey.

**Welcome and Introductions**

Beth Kelly gave a presentation on Sanford Cares, a community assistance and relief program sponsored by the City of Sanford which allows customers to round up their monthly water bills to the nearest dollar. The extra cents and/or donations are added to an emergency relief fund to help struggling residents pay their water and sewer bills. The program is administered by Johnston/Lee/Harnett Community Action. Beth disseminated brochures to all attendees.

**Approval of Bylaws**

Terry Allebaugh reviewed the process to date concerning the bylaws and their review at last month's meeting and opened the floor for discussion. Jefferey Rawlings made a motion to approve the bylaws as presented and Wayne Chew seconded. Keith Clark brought up discussion on bylaws concerning the addition of a vision statement. Following a discussion on amendments to the bylaws, Charles Taylor and Mayor Mann presented their views on the process for the evening. Keith Clark stated that the bylaws had been handled correctly for now and although he didn't agree with them totally, he stated the document would always be an evolving document. A vote was called. The motion passed unanimously to approve the bylaws as presented.

**Nomination and Approval of Chair and Vice Chair**

Terry Allebaugh read Section III relative to *S3 Housing Connect* officer position descriptions for the Chair and Vice Chair. Terry opened the floor for nominations. Keith Clark nominated Sherry Shudra, and Sherry accepted. Lesa Price nominated Jefferey Rawlings, and Jefferey accepted. By written ballot of the voting members, Jefferey Rawlings became the Chair through a 5-4 vote. Terry opened the floor for Vice Chair. Dick Poletti nominated Sherry Shudra for Vice Chair and she accepted the nomination. Lesa Price nominated Betsy Jungkind and she accepted. By written ballot of the voting members, Betsy Jungkind became the Vice Chair through a 5-4 vote.

## **Approval of S3 Housing Connect Goals, Committee Descriptions and Tasks**

Terry Allebaugh and Jefferey Rawlings reviewed the document containing the goals, committee description and tasks for S3 Housing Connect. Keith Clark started discussion by saying he is not ready to give approval for goals. He believes that organizationally it is a mistake to line the goals up with committees because it doesn't give us an overarching vision, common goal, or anything to help bring the committees together. Keith would like to see a vision added. It was brought up that our mission statement should cover this. Jefferey Rawlings asked for a motion to approve goals, committee descriptions, and tasks. Johnnye Waller made the motion and Wayne Chew seconded. Tamara Brogan discussed that S3 Housing Connect was created for finding shelter, but we need to add something to the goals about working to find the underlying root of homelessness. Tamara felt that we need to go further than shelter and find what's causing homelessness in Sanford. Dick Poletti added that we need to see something in the goals about what issues we address before getting the homeless to shelter. Keith Clark restated that lining committees up with goals can cause people to not focus on the overall picture, and just focus on one area of the project. It was agreed that we should approve the document for now, and they can be amended in the future by any member when revisions are created. Jefferey Rawlings called the vote for the approval of goals, committee definitions, and tasks. The motion passed unanimously.

## **Discussion/Presentation of Opening White Flag Shelter by Winter- Bill Hicks, Bread of Life, Inc.**

Bread of Life, Inc. is planning to open an emergency "white flag" shelter by December 1<sup>st</sup> for the 2017-2018 winter months. An architect has finalized the drawings and Bread of Life is moving forward to present these to the City's Planning and Development Department by the end of the month. The top priority for Bread of Life with this project is to provide a place so people won't freeze this winter. Preliminary estimates show that there isn't a lot of cost for this project, and it should be less than \$6,000. Bread of Life plans to reach out to the community and start a capital campaign for this and the longer term low barrier shelter project. Bread of Life is hoping to operate the shelter with volunteers for the first year, and *S3 Housing Connect* can hopefully procure those volunteers! The ideal operating hours would be 6 PM to 8 AM unless there is extreme weather conditions that would cause the shelter to stay open longer. Bread of Life hopes to work hand in hand with *S3 Housing Connect* on this project.

## **"Six for Six" Committee Reports**

- **Low Barrier Shelter (LBS)** – Sherry Shudra reported that at the last meeting, LBS voted to support the Bread of Life facility. We have 113 days to get the White Flag shelter up and running (from the date of this meeting). The steps needed for opening this facility are: the heating system might need to be looked at, take the completed architectural design before the zoning board and have it rezoned, general contractor, smoke detection and alarm systems, moveable tables, bedding and linens, feeding plan, staffing and volunteers, bedroom

and bathroom facilities, an intake method, a solicitation license, coordination with law enforcement and emergency management along with installation of emergency generators. LBS also discussed an operating system for this shelter, a transportation system, and a notification system to let the homeless know when it is white flag conditions whether summer, winter or extreme weather incidents.

- **Service Provision-** Jefferey Rawlings reported that at their last meeting Service Provision discussed coordinated assessment. There will need to be group training for all local service providers to ensure the coordinated effort is successful. Right now we are deciding between two points of entry to use locally, 2-1-1 or HAVEN's homeless hotline. The President of United Way of NC and Sherry Shudra will be coming to the committee's next meeting to discuss both possibilities. However, we have to establish what we want our system to do before we can decide which system will be right for us. The resource booklet is being streamlined for homeless specific needs. Tami Carter spoke on the Enrichment Center's Provision Box, which is a meal box of all nonperishable foods to hand out to the homeless. We want to have two homeless events- a door to door silent outreach event, and a community event. We want to be trusted and asked to come into the homeless community instead of barging in. Service Provision also discussed the Homeless Management Information System (HMIS) and Charity Tracker. These tools allow organizations to see where a homeless person has gone for services.
- **Housing-** Shannon Judd reported that there hasn't been another Housing committee meeting recently, but at the next meeting they will be defining different types of housing, looking at Sanford Housing Authority's homeless and domestic violence preference points programs, and discussing a potential permanent housing opportunity. New committee members are being invited to the next meeting.
- **Community Engagement-** Betsy Jungkind reported that here hasn't been another Community Engagement meeting recently, but Rachel has been working on the website and social media options with Kelly Miller, City's Public Information Officer and Byron Buckels. The website and social media are almost complete, but Rachel has to do a bit more formatting and a logo has to be chosen before we can release the website and social media to the public. Several options for logos are being discussed and will be brought back to this committee for a decision soon.
- **Resource Development-** Keith Clark reported that a few new committee members have been added- Emily Haire from CCCC and Bob Bridwell, retired Planning Director. Resource Development has looked into the local County of Lee Transportation System (COLTS) but they have no extra money to provide transportation for the homeless. There is a mechanism they could use for billing so we could potentially use the County of Lee Transportation System (COLTS if we could find a way to fund this initiative. In addition, the Housing committee has requested funding for a few projects and Resource Development is researching funding opportunities for multiple strategies which proves challenging sometimes. Keith would like for

there to be a coordinated communication process between the committees to ensure collaborations are as successful as possible.

- **Data and Metrics-** Johnny Waller reported that his committee is still working on obtaining data from the schools and validating those numbers. The committee is also looking into doing PIT counts more frequently to establish a better baseline of numbers for the homelessness initiative. The committee would also like to find a way to better involve and identify the Hispanic homeless population.

### **Discussion about Point in Time Count (PIT) - Sherry Shudra, HAVEN**

Sherry Shudra coordinated last January's PIT count with volunteers and staff from HAVEN. For PIT, you count people on a single night from 6 PM to 6 AM. You are counting sheltered and unsheltered people, but you have to keep in mind the HUD definitions of what homeless means. You can't just count everybody you see. You have to ask questions because the information is reported is a federal requirement for the count. Sherry prepared for this for about a week beforehand by reviewing instructions and surveys with the participating shelters and programs. The actual number of homeless is a lot higher than what is recorded because a lot of people hide, don't want to be counted, or don't want to share their information. You also can't count any questionnaires that were started but not completed. The questions on these surveys are intense, and sometimes the homeless don't feel comfortable answering, especially if there are people nearby. Because of this, the less we can make it like a survey and the more we can make it like "how can we help", the better. It takes a lot of time to weed out duplicate surveys and collect data. It was suggested that we start out by conducting a quarterly PIT to get more data in preparation for the one in January. We need well trained volunteers for this who are used to working with the homeless. A good idea would be to hire formerly homeless to do this count because they have a good rapport already with the local homeless. Often going out with uniformed police officers isn't very useful because it may make the homeless scared and distrustful. However, Jefferey reminded folks that this could be very dangerous work and you need to be prepared for it. "It's dangerous, but doing nothing to help is more dangerous". Sherry said she was never frightened when conducting the count, because the people knew she was there to help. It was suggested that we go out prior the count and let the homeless camps know we're coming for a specific count so they won't scatter. One concern was would this skew the data? The next official count will happen in January. It was repeated that before the next January county, training is needed and a possible "dry run" to get used to the process. It was suggested that we bring food to encourage a relationship and to get the homeless to give us information.

### **SWOT Analysis- Charles Taylor**

The last phase of the SWOT analysis was completed. All of the efforts in this session were focused on Weaknesses. Two charts were shown: The first highlighted the actual specific numbers that were tied to the items on the list. The second list included like items since similar items were all listed from inputs from all individuals.

Interestingly, Day Center did not score very high on the first list but skyrocketed to second position on the second list. The scoring was as follows:

Specific Score: Affordable Housing- 9, Transportation- 8, Funding- 6, Day Shelter- 5, Training- 3, & Public Perception- 3

Cumulative Score: Affordable Housing- 12, Day Shelter – 10, Funding- 10, Transportation- 9, Programming- 9, & Public Perception-8.

Attendees suggested the committees to work on the items: Affordable Housing- Housing & Resource Development, Day Shelter- no takers, Funding- Faith Based & Resource Development, Transportation- Resource Development and Community Engagement, Programming- Service Provision and Public Perception- Community Engagement.

Charles thanked those who responded, which was over 50% participation. In summary, Day Center, showed a definitive gap-really didn't fall in any one group to have ownership of the project. This needs to be addressed going forward, possibly highlighting the opportunity to combine programming/Day Center into a group.

Healthy discussion on all weaknesses allowed opportunity to identify ownership stakeholders and potential resources.

#### **Closing Remarks, Evaluation Form & Adjourn**

The next meeting will be on September 14<sup>th</sup>. Time and location TBA.