

McHenry County Continuum of Care to End Homelessness

Steering Council Agenda – February 1, 2024 at 2:00 PM



To attend virtually: <https://meet.goto.com/525139381>

To attend by phone: 1-872-240-3212 Access code: 525-139-381

Next meeting date: Thursday, March 7th

1.0 Roll Call and Introductions

2.0 Review and Approval of Meeting Minutes

2.1 January 4, 2024 – Steering Council Committee meeting minutes

3.0 Public Comment Period

4.0 Old Business

4.1 Systems Updates

4.2 Point in Time Count

4.3 Strategic Plan to End Homelessness 2024-2026

5.0 New Business

5.1 Emergency Solutions Grant – Rubric Update

6.0 Review and Approval of the February 15, 2024 Full Board meeting agenda

7.0 Open Forum and Member Announcements

8.0 Adjournment

McHenry County Continuum of Care to End Homelessness

Steering Council Meeting Minutes– January 4, 2024 at 2:00 PM



Virtual attendance link: <https://meet.goto.com/525139381>

Phone: 1-872-240-3212

Access code: 525-139-381

Next meeting date: Thursday, February 1st

ATTENDANCE: Lillie Prince, Brandon Kyker, Laura Franz, Andrew Turner, Joe Davis, Gina Zinck, Kya Hays, Donna Rasmussen, Megan Bennett, Anneliese Thurston, Kathrine Violett, Hans Mach, Carrie Freund, Kristin Miller, Liz Heneks

Meeting called to order at 2:08 pm by Lillie Prince.

1.0 Roll Call and Introductions

Roll call completed by Brandon Kyker.

2.0 Review and Approval of Meeting Minutes

2.1 November 2, 2023 – Steering Council Committee meeting minutes

2.2 December 7, 2023 – Steering Council Committee meeting minutes

Motion made by Brandon Kyker to approve minutes with date correction, seconded by Kathrine Violett, all in favor and motion carried.

3.0 Public Comment Period

Gina Zinck stated that in CE meeting it was brought to her attention that there are many problems happening at Prairie View with the new management company and she wondered if others are experiencing this as well. Lillie Prince added that she has heard/seen concerns with the veteran population residing there. Liz Heneks wondered if we should reach out to Rick Wheat in follow up to the meeting we had with him recently. Gina brought up the 5-day notice issues as being pervasive and troubling, and said she would send an email to the veteran group seeking specific examples to try to resolve issues/work together more effectively.

4.0 Old Business

4.1 Systems Updates

Joe Davis stated the first HMIS committee meeting is scheduled. Data accuracy/quality will be the initial focus as well as creating an HMIS vendor wish-list for Well-Sky; we will identify another vendor if they are not able to meet our needs moving forward.

Gina stated CE is going well, very busy. There are open units, the system is moving well. Thank you to Gina for how she manages this role!

4.2 Strategic Plan Goals – Survey Results

Brandon thanked everyone for doing the survey and the ranking remained similar. 1) Landlord engagement, 2) No Barriers shelter, 3) researching options for increasing housing, 4) increasing street outreach efforts. Review of comments. Laura Franz commented that adding specific goals related to increasing housing stock would be good for our CoC. Kathrine Violett summarized the work with Joe to create specific goals. Measurable goals will help us move forward. Brandon expressed concern over how long it is taking to complete the Strategic Plan and his hope that it gets completed relatively soon. Kathrine offered to work with a subgroup to develop unit-specific goals before the next board meeting.

Gina stated that the idea of allowing pets in shelter came up, and she learned that VPH allows pets at New Horizons transitional housing. Devin Gattton (program manager) is willing to talk about how this is managed. Lillie Prince stated it was a system improvement to have this in place. Laura added that the program has learned over time how to manage this more effectively since this has been in place for 5-6 years. Brandon asked if another agency manages the pets, and Laura clarified that veterans are allowed to move their pets in with him. Laura clarified that sometimes pet boarding is needed in other situations. Gina will schedule a meeting to discuss with Devin/Laura.

4.3 Point in Time Count

Brandon reviewed the plans for the PIT count run by Sam Tenuto again this year. Great turnout by agencies; PIT will happen January 18th with an 11:30 pm kick-off meeting and the count rolls over to the 19th to include the Community Resource Day. More assistance is needed to help Gina with the count at Community Resource Day. Backup day the following week. Hans added that Brandon needs to request a waiver since the PIT is not happening the last 10 days of the month; Brandon has this completed already. Gina thanked Andrew for putting together the Heat map for the encampments.

5.0 New Business

No new business.

6.0 Review and Approval of the January 18, 2024 Full Board meeting agenda

Brandon had sent the agenda before the meeting. Kathrine asked for strategic plan goals to be added under Old Business. Kathrine made a motion to approve the agenda with the changes suggested, seconded by Gina, approved by all and motion carried.

7.0 Open Forum and Member Announcements

Brandon said the first year of the county being a UFA is over and all funding was expended!

Laura shared that there is re-organization at Patriot Services Group with Paul Anderson being hired as the Executive Director. Laura commented that Paul is familiar with the system from previous experiences working as a case manager and then with the board for PSG. VPH is setting up a meeting with Paul to discuss concerns/issues as preparation for this role starting January 20, 2024. Laura stated that others can be invited to the meeting as well.

Andrew added that if anyone has ideas for organizations or communities that can use supplies (mostly clothing), Warp Corps would like to partner. Kathrine asked about Illinois Migrant Council, which is in McHenry County but is listed as temporarily closed. May have moved to Crystal Lake, but this isn't clear.

8.0 Adjournment

Motion made by Kathrine to adjourn , seconded by Megan and meeting was adjourned by Lillie Prince at approximately 3:00 pm.

Minutes respectfully submitted by Laura Franz, 1.18.2024.



McHenry County Continuum of Care to End Homelessness

SFY 25/PY 24 Emergency Solutions Grant Scoring Rubric

Financial Capacity Log (FCL):

15 Points Max

The Community Development Division will review the financial audits of applicant organizations. There are eight questions on the FCL that measure the financial stability of a non-profit organization. The FCL also looks at the level of reliance on government funding versus other avenues of fundraising. The points awarded here will be the score multiplied by the maximum available of 15 points. The tool is very rigorous in terms of the ability to get a very high score. That is intentional.

Cost per proposed client served with ESG funding:

10 Points Base

Each applicant will receive a base score of ten points. The Community Development Division will add up the total amount of ESG funds requested and will add up the total proposed number of clients to be served by all applicants. A mean number will be determined from this. Then, each individual request will be reviewed to determine the cost per proposed client served by the agency. The base score will be reduced the percentage OVER the average and will increase by the percentage UNDER the average. There is an opportunity for bonus points with this question. Before officially awarding these points, the Ranking Workgroup should assess whether the proposed number is realistic based on past performance.

Compliance with the McHenry County CoC Coordinated Entry

20 Points Max

10 points will be awarded if agency attends at least 75% of the CE quarterly meeting, otherwise 0 points will be awarded

The percentage of total clients served who were entered into 'ServicePoint' utilizing CE procedures during Program Year 2024 will be awarded that percentage multiplied by 10 points

Considering DV agencies protocols limit the use of CE procedures, the applicant will not be scored by this measure. Their total point percentage/score will be adjusted to reflect the inability to score this measure

System Performance Measure 1 – Length of time homeless**10 points max**

Using HMIS reports from HUD fiscal year 2024, each applicant will be reviewed to determine the average length of time in shelter. If the length increased, the amount of the increase as a percentage will be the percent by which the score is reduced. If the average stay decreased, the score will be 10 points. This measure can be used for both DV and non-DV applicants. For Rapid Rehousing, the length of time to place the client will be used as the measure.

System Performance Measure 4 – Income Growth/Safety**10 points max**

Using HMIS reports from HUD fiscal year 2024, each applicant will be reviewed to determine the “total income” growth of “Leavers.” If the average increased, the score will be 10 points. If the average decreased, the score will be reduced by the percentage of decrease. This measure can be used for non-DV applicants. For DV applicants, the percentage of clients reporting they are entering into a safe environment at program exit will be used, and the program seeks to avoid the victim returning to the abuser.

System Performance Measure 7 – Exits/Safe Exits**10 points max**

Using HMIS reports from HUD fiscal year 2024, the percentage of successful exits will be measured. Successful measure will be the combined non-abuse return clients from a DV agency (which can include entry into a transitional program or different housing, for example). For any other shelter, the percent of clients entering into an improved setting from where they exited (for example, from transitional shelter to permanent housing or from emergency shelter to transitional shelter).

Assisting the CoC with accessing clients**5 points base**

Using HMIS reports from HUD fiscal year 2024, the number of clients served in the project will be assessed. If the number decreased, the score for this question will be lowered by that amount. If the number increased, the score will be increased by that amount. There is an opportunity for bonus points with this question.

Ranking Workgroup Review**30 Points Max**

The Ranking Workgroup will review materials provided by each applicant. The purpose of the review will be the following:

- 1. Do the policies and procedures of the agency present barriers to client entry? To what extent? How challenging is the intake process for a homeless individual or family?*
- 2. Do the policies and procedures of the agency prohibit or otherwise discourage clients from filing grievances? How are grievances handled? Can a client re-apply for services if removed for cause? What is the decision-making process for all of this?*
- 3. How are clients made aware of the services offered by this project?*

4. For what reasons would a person not be allowed services in the project under any circumstances?

5. In what manner is a client or former user of services able to provide input to the agency?

6. What innovative services have been offered to the clients?

7. With what other organizations does the agency link clients to services?

The purpose of this review is to determine the level of complexity and how many barriers homeless individuals experience. Each reviewer will provide a score of between 0 and 30 points with the average being the score for this question.

Procedure following scoring:

Relative allocation based on total score. The total of scores will be added together. The relative percentage of the score will determine the allocation. Here is an example:

Fred's Homeless Agency: 67 points

Josie's Shelter: 55 points

Lars Bach's Homeless Emporium: 77 points

Sunny Day Shelter Services: 56 points

The total of all these points is 255

The percentage of the allocation will be split as follows, based on \$120,000 being the total amount available:

Fred's Homeless Agency: 26.274% or \$31,529

Josie's Shelter: 21.569% or \$25,882

Lars Bach's Homeless Emporium: 30.196% or \$36,235

Sunny Day Shelter Services: 21.960% or \$26,353

(please note due to rounding, there would be another dollar to give to someone)

The thing to remember is that at least 40% of the money would need to be some form of Rapid.

After data scoring a degree of subjectivity will be used to adjust allocations due to various program complexities.

McHenry County Continuum of Care to End Homelessness

Full Board Agenda – February 15, 2024 at 9:00 AM



To attend virtually: <https://meet.goto.com/569451645>

To attend by phone: 1-312-757-3121 Access code: 569-451-645

Next meeting date: Thursday, March 21st

- 1.0 Call to Order
- 2.0 Roll Call and Guest Introductions
- 3.0 Public Comment Period
- 4.0 Presentation
- 5.0 Consent Agenda Items – Review and Approval of Meeting Minutes
 - 5.1 January 18, 2024 – Full Board meeting minutes
 - 5.2 January 4, 2023 – Steering Council Committee meeting minutes
- 6.0 Action Items
 - 6.1 Strategic Plan to End Homelessness 2024-2026
 - 6.2 Emergency Solutions Grant – Rubric Update
- 7.0 Old Business
 - 7.1 Committee Chair Updates
 - Community Awareness
 - Coordinated Entry
 - Finance
 - HMIS
 - Housing and Services
 - 7.2 Point in Time Count
- 8.0 New Business
- 9.0 Open Forum and Member Announcements
- 10.0 Adjournment