



**ALLIANCE**  
TO END HOMELESSNESS  
IN SUBURBAN COOK COUNTY

Friday, March 27, 2009  
10:00 AM-12:00 PM  
United Way Metro Chicago  
560 W. Lake Street, Chicago

## AGENDA

- |              |   |                    |
|--------------|---|--------------------|
| <b>I.</b>    | <b>Welcome &amp; Introductions</b>                                  | <b>10:00-10:05</b> |
| <b>II.</b>   | <b>Approval of Meeting Minutes</b>                                  | <b>10:05-10:10</b> |
| <b>III.</b>  | <b>Treasurer's Report – <i>Tom Galassini</i></b>                    | <b>10:10-10:15</b> |
|              | A. Feb 28 Financials  |                    |
| <b>IV.</b>   | <b>Director's Report – <i>Jennifer Hill</i></b>                     | <b>10:15-10:30</b> |
|              | A. Neighborhood Stabilization Program                               |                    |
|              | B. Homeless Prevention & Rapid Re-Housing Program                   |                    |
|              | C. Other Updates  |                    |
| <b>V.</b>    | <b>Committee Reports</b>  |                    |
|              | A. Executive Committee – <i>Sue Shimon</i>                          | <b>10:30-10:35</b> |
|              | B. HMIS Committee – <i>Ken Schmitt</i>                              | <b>10:35-10:40</b> |
|              | C. Continuum of Care Development                                    | <b>10:40-11:00</b> |
|              | • Homeless Count Report   |                    |
|              | D. Project Review and Prioritization – <i>Cynthia Schilsky</i>      |                    |
|              | E. Homelessness Prevention – <i>Dennis Condon/Mary Schurder</i>     | <b>11:00-11:05</b> |
|              | F. Outcome Evaluation – <i>Magalie Oscar/Courtney Suchor</i>        | <b>11:05-11:15</b> |
|              | G. Governance – <i>Mark Enenbach</i>                                | <b>11:15-11:30</b> |
|              | H. Chronic Homelessness – <i>Khen Nickele</i>                       |                    |
|              | I. Fundraising Committee – <i>Paul Selden</i>                       |                    |
|              | J. Housing Goals Workgroup – <i>Paul Selden/Mike Wasserberg</i>     | <b>11:30-11:35</b> |
| <b>VI.</b>   | <b>Other Reports</b>  | <b>11:35-11:45</b> |
|              | A. Regional Roundtable – <i>Cynthia Schilsky</i>                    |                    |
|              | B. Discharge Planning – <i>John Fallon</i>                          |                    |
| <b>VII.</b>  | <b>Local Council Reports</b>  | <b>11:45-11:55</b> |
|              | A. South – <i>Mike Wasserberg/Carl Wolf</i>                         |                    |
|              | B. West – <i>Teri Curran/Lynda Schueler</i>                         |                    |
|              | C. North – <i>Millicent Ntiamoah/Todd Stull</i>                     |                    |
| <b>VIII.</b> | <b>Old Business</b>   |                    |
| <b>IX.</b>   | <b>New Business</b>   | <b>11:55-12:00</b> |
|              | A. Rental Housing Support Program-HCP Update – <i>Chris Klepper</i> |                    |
| <b>X.</b>    | <b>Adjournment</b>  |                    |

The next meeting of the Board of Directors will be held **Friday, April 24, 2009**,  
10:00 AM to 12:00 PM, United Way Metro, 560 W Lake Street, Chicago

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# Minutes of the 02/27/09 Meeting Of the Board of Directors of The Alliance to End Homelessness In Suburban Cook County

Meeting called to order at 10:02 by Dennis Condon at the Catholic Charities office in Des Plaines.

Minutes approved by voice vote. Lynda Schueler pointed out that Scott Jensen is a Community Representative from the West CBSA.

Financial report presented by Tom Galassini-on the Website.

Director's Report-(Peggy Troyer on behalf of Jennifer Hill) Distributed a list of awardees from the 2008 HUD Super NOFA. The discussion with Evanston about merging the C-of-C's is ongoing. The biggest difference seems to be the current Cap on prevention dollars set by the Alliance.

Executive Committee: Report on the Website.

HMIS: Report is on the Website. The committee recommended that the Alliance enter into negotiations with Evanston, to possibly join our HMIS with theirs. Approved by voice vote.

C-of-C: Letter of Intent must be received by 5:00 PM (1700 Hours) on 03/31/09 by the Alliance Office.

Project Review: No Report

Prevention: Report in the board packet. The phone call volume survey will be distributed at the March CBSA meetings.

Outcome Evaluation: Report in the board packet. The tool will be mandatory in all renewal applications for 2009 NOFA.

Governance: No Report

Chronic Homelessness: There will be Harm Reduction Training in March.

Fundraising: No Report. Paul Selden suggested that a few agencies each periodically volunteer the use of a member of staff dedicated to fundraising to work together on behalf of the Alliance.

Housing Goals Workgroup: Mandatory meeting in March.

Regional Roundtable: Brenda Hanbury will be at the next meeting on 03/12/09.

Discharge Planning: No Report.

CBSA Reports:

South	Discussed the Count and Neighborhood Stabilization.
West	Discussed the Count, Dues, and Neighborhood Stabilization.
North	Discussed the Count. 9 Legislators were at the Breakfast.

Old Business: None

New Business: Discussion of the contraction of the Social Services Segment. Making use of new sources of Income.

Mike Wasserberg moved to adjourn at 11:45. Approved by voice vote.

Submitted by

Patrick Rodgers  
Secretary Pro Tem

Voting Members Present:

Dennis	Condon <b>VICE CHAIR</b>	Community Representative
Tom	Galassini <b>TREASURER</b>	United Way of Metro Chicago
Marvin	Gorss	West Suburban Landlords Assoc.
Scott	Jensen	Community Member-West
Brian	McManaman	Emergency Fund
Rick	Nichols	Journeys from PADS to HOPE
Millicent	Ntiamoah <b>CBSA Co-Chair</b>	Catholic Charities
Patrick	Rodgers	Social Security Administration
Lynda	Schueler <b>CBSA Co-Chair</b>	West Suburban PADS
Mary	Schurder	Center of Concern, The
Paul	Selden	Connections for the Homeless
Courtney	Suchor	Sanctuary/SS Family Shelter
Mike	Wasserberg <b>CBSA Co-Chair</b>	South Suburban PADS

Voting Members Absent:

Jose	Alvarez	Town of Cicero
William	Baxter	Hines V A Hospital
Hugh	Brady	NAMI Barrington Area
Beverly	Christmon	Community Representative
Theresa	Curran <b>SECRETARY</b>	Pillars
Arie	Davis	IL Department of Corrections
Gerry	DuPaty	Housing Authority of Cook County
Mark	Enebach <b>PAST CHAIR</b>	CEDA Central
John	Fallon	Corp Supp Housing
Randi	Gurian	Harbour, The
Eileen	Higgins	Catholic Charities
Debra	Howard-Frye	Thresholds
Khen	Nickele	IDHS-DMH
Rev. John	Rice	Bethel Community Facility
Heidi	Russell-Green	Safer Foundation
Cynthia	Schilsky	Community Representative
Susan	Shimon <b>CHAIR</b>	WilPower, Inc.

Other Members Present:

Melanie	Anewishki	Feather Fist
Kamar	Beaco	CEDA Bloom-Rich
Debra	Culpepper	Feather First
Ken	Keibler	Catholic Charities
Magalie	Oscar	Catholic Charities
Sheri	Pantell	CEDA Northwest
Leticia	Sanchez	CEDA
Tahtia K.	Smalling	IL DHS/DMH PATH Program
LaTonya	Walker	WINGS
Kelly	Williams	Grand Prairie Services
Jennifer	Wood	YMCA Network
Jessica	Aleksy	Alliance
Jeremy	Heyboer	Alliance
Peggy	Troyer	Alliance

**Alliance to End Homelessness in Suburban Cook County**

**Statement of Financial Position**

As of February 28, 2009

	<u>Feb 28, 09</u>	<u>Feb 29, 08</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
<b>Checking at Harris N. A.</b>				
Restricted	0.00	37,219.38	-37,219.38	-100.0%
Unrestricted	31,826.49	39,495.25	-7,668.76	-19.42%
<b>Checking at Harris N. A. - Other</b>	0.00	28.85	-28.85	-100.0%
<b>Total Checking at Harris N. A.</b>	<u>31,826.49</u>	<u>76,743.48</u>	<u>-44,916.99</u>	<u>-58.53%</u>
PayPal	659.87	592.87	67.00	11.3%
<b>Total Checking/Savings</b>	<u>32,486.36</u>	<u>77,336.35</u>	<u>-44,849.99</u>	<u>-57.99%</u>
<b>Accounts Receivable</b>				
1100 - Accounts Receivable	71,546.81	26,531.76	45,015.05	169.67%
<b>Total Accounts Receivable</b>	<u>71,546.81</u>	<u>26,531.76</u>	<u>45,015.05</u>	<u>169.67%</u>
<b>Other Current Assets</b>				
1400 - Prepaid Expenses	3,459.07	11,099.58	-7,640.51	-68.84%
1440 - Security Deposit	872.29	872.29	0.00	0.0%
<b>Total Other Current Assets</b>	<u>4,331.36</u>	<u>11,971.87</u>	<u>-7,640.51</u>	<u>-63.82%</u>
<b>Total Current Assets</b>	<u>108,364.53</u>	<u>115,839.98</u>	<u>-7,475.45</u>	<u>-6.45%</u>
<b>Fixed Assets</b>				
1500 - Property and Equipment	23,793.85	23,793.85	0.00	0.0%
1900 - Accum. Depreciation - Prop&Eq	-9,184.33	-4,425.56	-4,758.77	107.53%
<b>Total Fixed Assets</b>	<u>14,609.52</u>	<u>19,368.29</u>	<u>-4,758.77</u>	<u>-24.57%</u>
<b>TOTAL ASSETS</b>	<u><b>122,974.05</b></u>	<u><b>135,208.27</b></u>	<u><b>-12,234.22</b></u>	<u><b>-9.05%</b></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 - Accounts Payable	0.00	660.00	-660.00	-100.0%
<b>Total Accounts Payable</b>	<u>0.00</u>	<u>660.00</u>	<u>-660.00</u>	<u>-100.0%</u>
<b>Credit Cards</b>				
2020 - CitiBank	0.00	280.46	-280.46	-100.0%
2030 - Advanta Bank Corp	2,911.36	1,222.28	1,689.08	138.19%
<b>Total Credit Cards</b>	<u>2,911.36</u>	<u>1,502.74</u>	<u>1,408.62</u>	<u>93.74%</u>
<b>Other Current Liabilities</b>				
<b>Payroll Liabilities</b>				
2330 - Federal Payroll Taxes Payable				
<b>Total 2330 - Federal Payroll Taxes Payable</b>	3,700.48	3,650.74	49.74	1.36%
2350 - State Payroll Taxes Payable	443.76	376.26	67.50	17.94%
2360 - SUTA Payable	2,261.00	767.84	1,493.16	194.46%

**Alliance to End Homelessness in Suburban Cook County**  
**Statement of Financial Position**  
As of February 28, 2009

	<u>Feb 28, 09</u>	<u>Feb 29, 08</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Total Payroll Liabilities</b>	6,405.24	4,794.84	1,610.40	33.59%
<b>2010 - Line of Credit</b>	0.00	20,355.00	-20,355.00	-100.0%
<b>2099 - Refundable Advance</b>	0.00	47,840.72	-47,840.72	-100.0%
<b>Total Other Current Liabilities</b>	<u>6,405.24</u>	<u>72,990.56</u>	<u>-66,585.32</u>	<u>-91.23%</u>
<b>Total Current Liabilities</b>	<u>9,316.60</u>	<u>75,153.30</u>	<u>-65,836.70</u>	<u>-87.6%</u>
<b>Total Liabilities</b>	9,316.60	75,153.30	-65,836.70	-87.6%
<b>Equity</b>				
<b>Unrestricted Net Asset</b>	99,889.57	53,087.93	46,801.64	88.16%
<b>Net Income</b>	<u>13,767.88</u>	<u>6,967.04</u>	<u>6,800.84</u>	<u>97.61%</u>
<b>Total Equity</b>	<u>113,657.45</u>	<u>60,054.97</u>	<u>53,602.48</u>	<u>89.26%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>122,974.05</u></u>	<u><u>135,208.27</u></u>	<u><u>-12,234.22</u></u>	<u><u>-9.05%</u></u>

Alliance to End Homelessness in Suburban Cook County  
**Statement of Financial Income and Expense**  
January through February 2009

	Jan - Feb 09	Jan - Feb 08
<b>Income</b>		
<b>4010 - Grant Income</b>		
CDBG 06-062	0.00	25,899.02
CDBG 07-046	38,276.90	0.00
SHP 2005 YMCA	0.00	8,953.65
SHP 2009 ADMIN	764.04	0.00
SHP 2009 Alliance	15,278.96	0.00
<b>Total 4010 - Grant Income</b>	<b>54,319.90</b>	<b>34,852.67</b>
<b>4011 - Donation Income</b>		
401101 - Individual Giving	200.00	100.00
401102 - Board Gifts	0.00	75.00
<b>401114 - Foundation &amp; Corporate Giving</b>		
CEDA, Inc.	500.00	500.00
Chicago Community Trust	17,500.00	15,000.00
<b>Total 401114 - Foundation &amp; Corporate Giving</b>	<b>18,000.00</b>	<b>15,500.00</b>
<b>Total 4011 - Donation Income</b>	<b>18,200.00</b>	<b>15,675.00</b>
4100 - Interest Income	0.73	14.78
<b>4300 - Other Income</b>		
430001 - Java Fund	0.00	10.13
4300 - Other Income - Other	52.19	58.52
<b>Total 4300 - Other Income</b>	<b>52.19</b>	<b>68.65</b>
<b>Total Income</b>	<b>72,572.82</b>	<b>50,611.10</b>
<b>Gross Profit</b>	<b>72,572.82</b>	<b>50,611.10</b>
<b>Expense</b>		
<b>6001 - Payroll Expenses</b>		
6000 - Wages Expense	33,249.98	22,583.33
6050 - Employee Benefit Programs Exp	4,298.67	1,866.41
6100 - Payroll Tax Expense	4,804.63	2,495.47
6001 - Payroll Expenses - Other	27.84	21.90
<b>Total 6001 - Payroll Expenses</b>	<b>42,381.12</b>	<b>26,967.11</b>
6010 - Non-Employee Compensation	4,202.00	5,830.00
6090 - Consultant Fees	0.00	660.00
<b>6301 - Space Costs</b>		
6300 - Rent or Lease Expense	1,686.32	1,558.20
6400 - Utilities Expense	2,606.70	2,176.36
6550 - Other Office Expense	28.50	74.00
<b>Total 6301 - Space Costs</b>	<b>4,321.52</b>	<b>3,808.56</b>
<b>6411 - Operations</b>		
6410 - Printing Expense	64.65	0.00
6420 - Travel Expense	3,815.80	1,330.54
6430 - Postage & Delivery	46.33	10.84
6450 - Office Supplies Expense	1,174.02	1,106.14
<b>Total 6411 - Operations</b>	<b>5,100.80</b>	<b>2,447.52</b>

9:51 AM  
03/23/09  
Accrual Basis

Alliance to End Homelessness in Suburban Cook County  
**Statement of Financial Income and Expense**  
January through February 2009

	<u>Jan - Feb 09</u>	<u>Jan - Feb 08</u>
6460 - Interest Expense	0.00	826.40
6680 - Accounting	0.00	509.64
6950 - Insurance Expense	2,799.50	2,594.83
<b>Total Expense</b>	<u>58,804.94</u>	<u>43,644.06</u>
<b>Net Income</b>	<u><b>13,767.88</b></u>	<u><b>6,967.04</b></u>

## **Creating a Plan for the Homelessness Prevention Fund**

March 5, 2009

The Alliance has created this guide to help communities prepare a plan to submit to HUD for their share of the \$1.5 billion Homelessness Prevention Fund (HPF), which can fund homelessness prevention or re-housing for households (individuals or families) who are homeless or at risk of homelessness. This guide can be used by public agencies responsible for submitting the plan, as well as the public and private partners who will be involved in developing the plan. The Guide was prepared before HUD issued its guidelines for the HPF. The content reflects the legislation as passed by Congress and best practices in prevention and re-housing. HUD's program guidance is scheduled to be released March 19, and the plans will likely be due to HUD in April or May. The Alliance will update this document to reflect HUD's notice and any other new information.

In addition to preventing increases in homelessness because of the recession, the Homelessness Prevention Fund offers a once-in-a-generation opportunity to transform homeless assistance to be more effective and efficient. This resource can be used not only to enhance existing activities, but to transform homeless assistance, shifting the focus from providing shelter to preventing homelessness and quickly re-housing people who do become homeless.

**More information:** [www.endhomelessness.org/section/tools/prevention](http://www.endhomelessness.org/section/tools/prevention).

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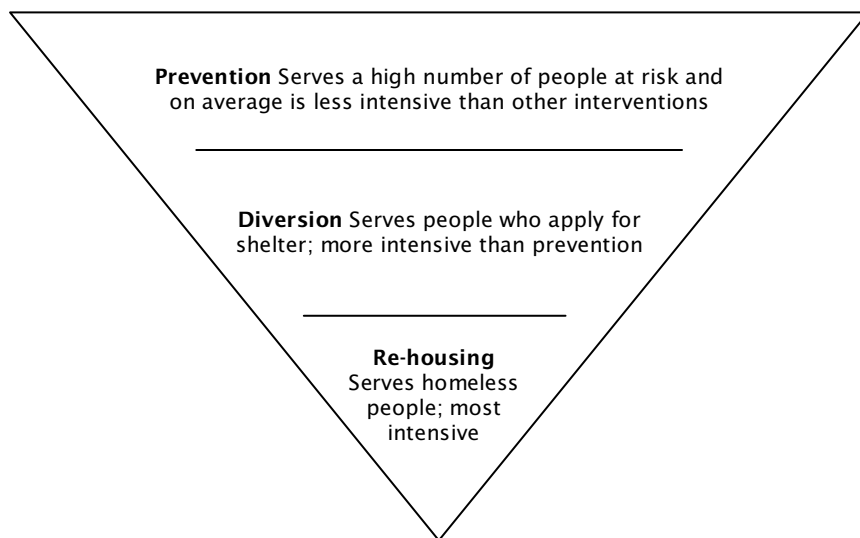
This Guide will help communities prepare a plan to submit to HUD for the Homelessness Prevention Fund (HPF). It includes information about the best practices for using funds effectively and efficiently. In more normal times, and especially during this economic crisis, there are many people who are in poverty and have housing problems. HPF resources cannot possibly meet all of their needs, and so communities must be strategic about their use of resources. Without careful planning and targeting, homelessness prevention funds will have little impact on homelessness.

Two principles are reflected throughout this document that will help make HPF resources more effective at preventing and ending homelessness.

1. Resources should be targeted to households with the highest likelihood of becoming homeless.
2. Programs should provide just enough assistance to prevent or end an episode of homelessness, stretching resources as far as possible.

## Overview

An effective prevention and re-housing system has three layers: prevention, shelter diversion, and Rapid Re-housing. Homelessness prevention serves a large number of people who are at risk of homelessness and is the least expensive intervention on a per-client basis. If prevention fails to identify somebody at risk of homelessness or fails to prevent a person's homelessness, that person may contact and enter the shelter system. Diversion is essentially an eleventh hour effort to prevent homelessness by assisting people who apply for shelter by identifying other safe housing options and resources, even if they are temporary. If prevention and diversion fail, and people become homeless, then Rapid Re-housing minimizes their stay in homelessness by quickly helping them move into permanent housing. On average, the interventions should get progressively more intensive, although the level of assistance for an individual household will depend greatly on the specific circumstances of that household.



Though prevention, diversion, and re-housing target distinct populations, many of the activities are similar. It is entirely possible, and in some cases preferable, to have a single program or provider perform two or three of those functions.

## **Prevention**

Effective prevention programs typically assess immediate housing needs, explore housing options and resources, provide flexible financial assistance, and, when appropriate, offer voluntary case management services focused on housing stabilization. Mandating case management usually offers no added benefit. In cases where the current housing situation cannot be stabilized, housing location and short-term rental assistance may be necessary to help find a new housing unit. (Activities—Housing Location, Flexible Financial Assistance, Rental Assistance, and Case Management—are described below).

Prevention assistance must be carefully targeted to have a meaningful impact on homelessness, as most people who have a housing crisis do not become homeless. At a minimum, prevention resources should be targeted to people who have extremely low incomes (below 30 percent of area median income), who have a demonstrated housing crisis (e.g. request to vacate doubled up situation), and who lack protective factors, such as friends or family members who can help them. If possible, Homeless Management Information System (HMIS) data or other data about homelessness in the community should be assessed to identify additional factors that would help target resources to those most at risk of homelessness. In the absence of local data, programs should use risk factors described later in this document.

## **Diversion**

Diversion programs attempt to prevent homelessness for people who are applying for shelter. Diversion programs try to help people return to the housing they just left or move in with friends or family using financial incentives or mediation. If that situation cannot be made permanent, then the diversion program will work to immediately locate other housing. Targeting is clearer with diversion programs because people applying for shelter are at high risk. As with prevention programs, diversion programs typically involve one-time financial assistance and the offer of brief case management. When that is not sufficient, then housing location and short-term rental assistance may be necessary.

## **Rapid Re-housing**

Re-housing programs work with people who are already homeless to help them quickly move into rental housing. Rapid Re-housing programs tend to be short-term (1 - 12 months) and involve housing location, financial assistance, and an offer of case management. Short-term rental assistance is provided when necessary. When serving people with significant disabilities or with very limited income capacity, Rapid Re-housing programs must coordinate with other community resources to ensure that participants are linked to ongoing assistance, such as housing vouchers, intensive case management, or assertive community treatment.

### Prevention, Diversion, and Rehousing Functions

**Housing Location.** Housing locators identify affordable housing and encourage landlords to rent to people who are homeless or at risk of homelessness. They also help negotiate reasonable rents and lease terms and work to address credit issues with a potential tenant. Housing locators are generally available to the landlord and tenant in case there are problems.

**Flexible Financial Assistance.** This activity includes assistance for first and last months' rent, deposits, utilities, rental assistance for a final month at a location, moving cost assistance, or other activities that will directly help a person stay in his or her current housing situation or quickly move to a new location. Disbursements should be requested by a staff person or case manager working with the household and based on whether funding will help overcome an immediate barrier to entering or maintaining housing. Grants will average approximately \$1,500, but depend greatly on the circumstances and the community.

**Short/Medium-Term Rental Assistance.** Rental assistance is provided for 1-18 months depending on the needs of the household. Rental assistance may be deep (tenant contributes no more than 30 percent of income for rent) or shallow (subsidy pays for a smaller portion of the rent). Rental assistance should target people who will likely not be able to move quickly into permanent housing without it.

**Case Management.** Case Managers (sometimes referred to as service coordinators) work with people to ensure that their housing situation is stable and that they access the benefits and services they need. Case managers also help mediate disputes between tenants and landlords. Case managers should refer participants to other community providers that can better address other service or self-sufficiency needs.

To be most effective, communities should offer all three types of services (prevention, diversion, and re-housing). Having only a diversion or re-housing program will encourage people in crisis to enter the shelter system to get assistance, which could unnecessarily overwhelm the shelter system. Lacking a re-housing program will likely result in people staying in shelter longer than necessary, which is costly and results in poor outcomes.

Integrate and coordinate programs whenever possible. For example, the same housing locators and case managers can serve people through the prevention, diversion, or re-housing programs. In some smaller communities, a single program could provide eviction prevention, diversion, and re-housing interventions. In most communities, a single program could provide flexible financial assistance and rental assistance for people in all three types of programs.

A community should also consider other resources available to them to supplement their prevention and re-housing efforts. For example, States are receiving additional funding for Temporary Assistance to Needy Families (TANF) that can be used to provide short-term rent assistance and other help that effectively prevents or ends homelessness. Examples of resources can be found in this document:  
<http://www.endhomelessness.org/content/article/detail/2179>.

**- DRAFT -**  
**Alliance to End Homelessness in Suburban Cook County**  
**Executive Committee**  
**March 16, 2009, 1:30pm – 3:00pm**

Attendance: Sue Shimon, Mark Enenbach, Lynda Schueler, Jennifer Hill, Millicent Ntiamoah, Mike Wasserberg, Dennis Condon, Tom Galassini in person and Theresa Curran on telephone conference call

1. Welcome; meeting called to order at 1:43 pm by Sue Shimon.
2. Approval of Minutes; Motioned by Mike; seconded by Dennis. All in favor to approve without any changes
3. Director's Report – Jennifer
  - Brief on Friday's meeting at Catholic Charities; presenters in morning were well received by attendees (over 60 people)
  - For afternoon session, discussed baseline of PSH beds needed and strategies to accomplish goal including alternate resources such as Neighborhood Stabilization Program were identified
  - Alliance to potentially convene a Technical Assistance meeting with organizations interested in pursuing this grant process and CSH, which is offering to assist in preparing the grant application
  - Discussed some of the municipalities that are having discussions on collaborating and putting together grant applications for NSP
  - Jennifer reported that Cook County has been responsive to discussions since they have identified the person (Ericka Branch) who has taken over for Tom Hinchy.
  - Discussed outreach to the municipalities who are to receive the homeless prevention grants funds through the stimulus package; Jennifer reported that the Federal Register is supposed to come out on the 19<sup>th</sup> and then CSH is hosting a meeting on the 23<sup>rd</sup> with grantees (municipalities and county)
4. Financial Update – Jennifer
  - Draft of audit received; discussed asking auditor to present at Board meeting
5. Committee/Issues:
  - A. HMIS
    - Discussed getting a draft agreement between the Alliance and Evanston to switch to their HMIS system
  - B. Continuum of Care Development
    - No report
  - C. Housing Goals:
    - Covered above during executive report
  - D. Project Review
    - Next step to revise tool. Brian McManaman agreed to co-chair
  - E. Chronic Homelessness
    - Harm Reduction Training on March 20<sup>th</sup>
    - About 24 participants are registered to attend
  - F. Homeless Prevention
    - Meeting this Wednesday
  - G. Governance
    - Met with 3 different consulting firms; top choice recommended by committee is Kenneth O'Hare from Millenia Consulting.
    - Discussed what services can be purchased with amount allocated by each candidate; however, still need a more specific timeline and action steps as to how the goal will be reached by top candidate
  - H. Outcome Evaluation
    - Training went well on tool, grantees are in process of completing it to submit along with Letter Of Intent
  - I. Fundraising
    - Need committee members
6. Other Business
  - Jennifer to receive evaluation review by Mark and Sue after today's meeting; final version to be presented at next Executive Committee Meeting
7. Adjournment at 3:20pm

Next Meeting - Exec Cmte: April 13, 1:30pm – telephone conference

Respectfully submitted by Theresa Curran

HOMELESS PREVENTION COMM.  
MINUTES FROM MARCH 18, 2009

Members present: Brian McManaman, Kelli Moore, Megan Dulay, Millicent Ntiamoah, Teddy Cheopelas, Dennis Condon  
Staff present: Jennifer Hill, Jessica Aleksy

There was a brief discussion of the Call Center Log Survey and the deadline of April 13th.

This was followed by a brief discussion of the \$1500 cap instituted in this year's Prevention Application. This discussion revolved around the planned merger with the Evanston Continuum and the fact that it doesn't have a cap. Jennifer provided some comparative numbers for Fy2007 and Fy2008, showing averages for prevention expenditures throughout our Continuum. It was interesting to note that there was an average 25% increase in the four areas of assistance: rent, mortgage, sec. dep. and utilities.

The bulk of the meeting dealt with the topic of a 211 system being instituted in four pilot regions of Illinois: UW of Greater St. Louis, UW of McLean County, UW of the Quad Cities Area, UW of McHenry County. The goal of **211 Illinois** is to provide an easy to remember telephone number that connects the people of Illinois with vital community services, disaster response and relief services. These pilot programs are expected to be totally operative and funded within two years. Efforts to find an entity in the Cook County area to participate in the pilot project had been unsuccessful.

It was the general feeling of the members that since the pilot projects have a two year period that the Alliance should continue to pursue its study into the feasibility of establishing some form of a Call Center rather than merely waiting on the sidelines to see what happens with this 211 effort.

The meeting adjourned with an invitation to all members and staff present to listen in on a teleconference between the four 211 pilot projects in order to get a better understanding of what is happening in other parts of the State. That teleconference was at 1:30 the afternoon of the 18th. Several members did in fact listen in and participate in that teleconference.

The next meeting of the Prevention Comm. was set a week later to April 22 in order to allow some time to collate responses of the Call Center Log Survey, which are due the 13th.

# HCP Rental Housing Support Program Summary

9/1/08-2/28/09

IHDA Award: \$1,144,678  
Subsidy Amount: \$1,040,616  
Administrative fee: \$104,062

Term: 9/1/08-8/31/2011  
# of units funded: 32

## Unit Summary

Actual units subsidized: 28

19 different landlords

## Unit Type

Size	studio	1 bdrm	2 bdrm	3 bdrm	4 bdrm
Number in program	1	7	8	10	2
Average rent	\$ 750.00	\$ 751.00	\$ 1,035.00	\$ 1,225.00	\$ 1,163.00
IHDA maximum rents	\$ 881.00	\$ 1,008.00	\$ 1,133.00	\$ 1,385.00	\$ 1,565.00

## 18 different communities

### North

Hoffman Estates	2	
Schaumburg	2	
Des Plaines	1	
Arlington Heights	2	
Streamwood	1	
Bartlett	1	9 total

### West

Forest Park	1	
Oak Park	4	
Evergreen Park	1	
Cicero	1	
Melrose Park	2	9 total

### South

Matteson	2	
Richton Park	1	
Sauk Village	1	
Lansing	1	
Calumet City	1	
Thornton	1	
Midlothian	3	10 total

## Financial Breakdown

Monthly rent paid to landlords	\$ 27,981	
Tenant's share	\$ 7,096	25%
Subsidy	\$ 20,885	
Yearly total	\$ 250,620	
3 year total	\$ 751,860	

## Client summary

### Registration: 284 pre-applications taken

Full applications processed through wait list #:	159	
Ineligible		94 *
Rented up		28 **
Currently determined eligible for next round units		37 ***
In process of eligibility	50	
Not contacted yet for eligibility	75	

#### \*Reasons for ineligibility

- 4 declined 2 units
- 63 didn't return their application
- 9 didn't come to their in-person interview
- 2 withdrew from the program
- 16 were determined to be over income

#### \*\*Characteristics of currently rented up

- 3 elderly
- 7 disabled (5 mental illness; 2 physical disability; 1 learning disability)
- 13 homeless or at risk of homelessness (1 in shelter-3 with mental illness)
- 18 families with children (44 children among them)
- 9 renters have no children
- 1 has no disability and no children
- 17 are at 15% of area median income
- 10 are at 30% of area median income
- 2 existing tenants-the rest from our telephone registration

#### \*\*\*Characteristics of currently eligible

- 1 elderly
- 13 disabled
- 19 at risk of homelessness
- 27 at 15% area median income
- 10 at 30% area median income
- 52 children in families