



Thursday, December 21, 2006
10:00 AM-12:00 PM

United Way of Metro Chicago ▪ 560 West Lake ▪ Chicago, IL

AGENDA

- I. Welcome & Introductions**
- II. Approval of Meeting Minutes**
- III. Treasurer's Report – *Doug Jones***
 - A. Budget 2007
- IV. Director's Report – *Jennifer Hill***
 - A. CDBG 2007 Resolution
 - B. Other Updates
- V. Committee Reports**
 - A. Executive Committee – *Eileen Higgins*
 - B. HMIS Committee – *Doug Jones*
 - C. Fundraising Committee – *Tom Galassini & Sandy Williams*
 - D. Continuum of Care Development – *Sue Shimon*
 1. Count Planning
 2. Board Retreat
 - E. Chronic Homelessness – *Lynda Schueler & Khen Nickele*
 - F. Project Review and Prioritization – *Cynthia Schilsky*
 1. HUD SuperNOFA Renewal Scenarios
 - G. Evaluation Committee – *Karen Stunkel*
 - H. Homelessness Prevention – *Fred Shannon & Mary Schurder*
 - I. Governance – *Ken Schmitt*
 - J. Advocacy Committee – *Nancy Radner*
 - K. Rental Support Workgroup
- VI. Other Reports**
 - A. Regional Roundtable – *Cynthia Schilsky*
 - B. Mainstream Resources – *Mary Ann Romeo*
- VII. CBSA Reports**
 - A. South – *Fred Shannon*
 - B. West – *Lynda Schueler*
 - C. North – *Sue Shimon*
- VIII. Old Business**
- IX. New Business**
- X. Adjournment**

The January meeting of the Board of Directors will be held **Wednesday, January 31, 2007**, 10:00 AM to noon, at **Catholic Charities**, 721 N. LaSalle Street, Chicago.

ALLIANCE TO END HOMELESSNESS
IN SUBURBAN COOK COUNTY
MINUTES OF 10/27/06 MEETING
OF THE BOARD OF DIRECTORS

Meeting called to order at 10:04 at the offices of the United Way of Metropolitan Chicago.

Mike Wasserberg moved to approve the minutes of the last meeting. Cynthia Schilsky seconded. Motion carried by voice vote.

Doug Jones reported that the audit was completed. Overall it was positive. New procedures will be drafted to change internal controls and improve segregation of duties.

Director's Report:

- ✓ The rental support workgroup is currently made up of about 18 members 1/3 of which are from the Alliance. The State has adopted the rules which will be used for the program. The workgroup is discussing how to best utilize the program in Suburban Cook county.
- ✓ Fundraising-There is a grant in process with the Chicago Community Trust to work up an outcome evaluation plan and tool. The Grand Victoria Foundation did not ask us to submit an application.
- ✓ The Board Strategic planning retreat will be held in November in lieu of the regular meeting. The December meeting will be on 12/21/06.

Executive committee report: Discussed the audit, the retreat, and fund raising.

Fund Raising: The committee submitted a report which included both the reasons behind a fundraising effort and a tentative plan. This is available on the website (see board packets on calendar page). Ken Schmitt moved that the Board adopt the Fundraising Plan. Sue Shimon seconded. Passed by voice vote.

HMIS: The training contract was executed with Action for Children. There will be a meeting of Executive Directors following the Board meeting.

Continuum of Care: this committee meets the 4th Tuesday of each month. Making plans for the 2007 homeless count which is scheduled for 01/25/07.

Chronic Homelessness: About 70 attended the Harm Reduction Workshop. Feedback was superior.

Project Review: At the December meeting there will be a report on SuperNOFA Project renewal scenarios.

Outcome Evaluation: Held a meeting with HUD grantees to discuss the Self Sufficiency Scale and set initial benchmarks for differing housing types. Draft benchmarks are included in the board packet.

Prevention: no report

Governance: Plans to have a detailed report at the December meeting.

Advocacy: A new campaign to increase emergency food and shelter funding is underway.

Regional Round Table: Discussion centered on the report from the Continuum of Care Forum held in September in Denver. The report is available on the website (see board packet).

Mainstream Resources: Discussion will be held with these resources about the Homeless count to take place in January.

CBSA's-

- ✓ South: Had a local Peer to Peer meeting to share resources and ideas. Got a \$50,000 grant from the Chicago Community Trust of determine the trends, causes, and conditions of homelessness in the South Suburbs.
- ✓ West: Planning for the 12/01/06 Summit.
- ✓ North: continuing discussion of CBSA Role and Representation.

Ken Schmitt moved to adjourn at 12:04. Fred Shannon seconded. Approved by voice vote.

VOTING MEMBERS PRESENT

Eileen Higgins **CHAIR**, Catholic Charities
Mark Enenbach **VICE CHAIR**, CEDA Central
Doug Jones **TREASURER**, Michael Joseph Foundation
Patrick Rodgers **SECRETARY**, Social Security Administration
Ken Schmitt **PAST CHAIR**, YMCA Network
Jose Alvarez, Town of Cicero
Sue Augustus, Corporation for Supportive Housing
Beverly Christmon, IL DCFS
Arie Davis, IL Department of Corrections
Gerry DuPaty, Housing Authority of Cook County
Tom Galassini, United Way of Metro Chicago
Debra Howard-Frye, Thresholds
Sharmili Majmudar, Sarah's Inn
Marianne Minas, Pillars -Community Care Options
Lenoris Perkins, Bethel Human Resources
Rev. John Rice, Bethel Community Facility
Cynthia Schilsky, Community Resident
Lynda Schueler, West Suburban PADS
Mary Schurder, Center of Concern
Fred Shannon , Catholic Charities -S. Sub. Services
Susan Shimon , WilPower, Inc.
Mike Wasserberg, South Suburban PADS
Sandy Williams, Journeys from PADS to HOPE

Voting Members Absent

Richard Grove, Consumer - AHAND
Louis Harrison, Jr., Consumer - WSCH
Khen Nickele, IDHS-DMH
Nancy Radner, Partnership to End
Raul Rodriguez, Community Resident
Mary Ann Romeo, Hines V A Hospital
Edwin Walker, Salvation Army, The
LaTonya Walker, WINGS
Daryl S. Woods, Consumer - SSCH

Regular Members Present

Millicent Ntiamoah , Catholic Charities
Joanne Wilson, CEDA
Ron Jordan, CEDA Northwest
Nick Kusceвич, Community Resident
Mary Ruth Coffy, Connections for the Homeless
Tom Hinchy, Cook County Dept of Planning & Development
Julia Archer, Hope Community Services
Valencia Whitely, ILSC /Genesis Place
Beth Nabors, Journeys from PADS to HOPE
Courtney Suchor, Sanctuary/SS Family Shelter
Kathryn Straniero, Together We Cope
Cate Dietz, Together We Cope
Marvin Gorss, West Suburban Landlords Assoc.
Bryan Manasse, Alliance
Jennifer Connors Hill, Alliance
Rena Wilson , Alliance
Shaun Pyron, Alliance
Anna Bard, WINGS

Alliance to End Homelessness in Suburban Cook County
Profit & Loss
November 2006

	<u>Nov 06</u>
Income	
4010 · Grant Income	
CDBG 05-051	58,761.16
SHP 2007 ADMIN	1,066.00
SHP 2007 Alliance	26,640.00
Total 4010 · Grant Income	<u>86,467.16</u>
4011 · Donation Income	
Individual Giving	
Board Appeal06	375.00
Java Fund	21.00
Total Individual Giving	<u>396.00</u>
Total 4011 · Donation Income	<u>396.00</u>
Total Income	<u>86,863.16</u>
Gross Profit	86,863.16
Expense	
Payroll Expenses	18,851.52
6050 · Employee Benefit Programs Exp	600.00
6080 · HMIS Vendor Fees	31,001.00
6090 · Consultant Fees	4,000.00
6300 · Rent or Lease Expense	899.24
6400 · Utilities Expense	439.57
6410 · Printing Expense	173.50
6420 · Travel Expense	201.09
6430 · Postage & Delivery	199.29
6450 · Office Supplies Expense	111.19
6460 · Interest Expense	55.60
6500 · Equipment or Furniture	32.70
6950 · Insurance Expense	1,261.00
Total Expense	<u>57,825.70</u>
Net Income	<u><u>29,037.46</u></u>

Alliance to End Homelessness in Suburban Cook County

Balance Sheet

As of November 30, 2006

	<u>Nov 30, 06</u>
ASSETS	
Current Assets	
Checking/Savings	
1020 · Checking Account	-8,106.72
Total Checking/Savings	-8,106.72
Accounts Receivable	
1100 · Accounts Receivable	99,993.08
Total Accounts Receivable	99,993.08
Other Current Assets	
1440 · Security Deposit	872.29
1450 · ComEd Deposit	100.00
Total Other Current Assets	972.29
Total Current Assets	92,858.65
TOTAL ASSETS	92,858.65
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	110.01
Total Accounts Payable	110.01
Credit Cards	
2020 · CitiBank	1,759.03
Total Credit Cards	1,759.03
Other Current Liabilities	
Payroll Liabilities	
2320 · Deductions Payable	1,237.50
2330 · Federal Payroll Taxes Payable	
2335 · Medicare Payable EE	487.78
2336 · Medicare Payable ER	487.77
2337 · FICA Payable EE	2,085.75
2338 · FICA Payable ER	2,085.75
2330 · Federal Payroll Taxes Payable - Other	4,151.81
Total 2330 · Federal Payroll Taxes Payable	9,298.86
2350 · State Payroll Taxes Payable	979.18
2360 · SUTA Payable	1,641.73
Total Payroll Liabilities	13,157.27
2010 · Line of Credit	35.00
Total Other Current Liabilities	13,192.27
Total Current Liabilities	15,061.31
Total Liabilities	15,061.31
Equity	
Retained Earnings	1,564.07
Net Income	76,233.27
Total Equity	77,797.34
TOTAL LIABILITIES & EQUITY	92,858.65

Alliance to End Homelessness in Suburban Cook County Profit & Loss Budget Performance

November 2006

	Nov 06	Budget	Jan - Nov 06	YTD Budget	Annual Budget
Income					
4010 - Grant Income					
CDBG 04-093	0.00		20,568.13		
CDBG 05-051	58,761.16	14,437.50	102,073.66	158,812.50	173,250.00
SHP 2001 WINGS	0.00		14,757.00	34,862.00	34,862.00
SHP 2001 YMCA	0.00	8,473.58	86,833.00	93,209.42	101,683.00
SHP 2005 Catholic Charities	0.00		203,021.47	229,881.00	229,881.00
SHP 2007 ADMIN	1,066.00		1,343.00		
SHP 2007 Alliance	26,640.00		76,609.00		
Work Study	0.00	166.67	2,126.25	1,833.33	2,000.00
Total 4010 - Grant Income	86,467.16	23,077.75	507,331.51	518,598.25	541,676.00
4011 - Donation Income					
Individual Giving					
Board Appeal06	375.00		475.00		
Java Fund	21.00		181.00		
Individual Giving - Other	0.00		37.00		
Total Individual Giving	396.00		693.00		
4014 - Foundation & Corporate Giving					
Chicago Community Trust	0.00		25,000.00	25,000.00	25,000.00
United Way	0.00		3,500.00	3,500.00	3,500.00
4014 - Foundation & Corporate Giving - Other	0.00	1,790.00	500.00	19,710.00	21,500.00
Total 4014 - Foundation & Corporate Giving	0.00	1,790.00	29,000.00	48,210.00	50,000.00
Total 4011 - Donation Income	396.00	1,790.00	29,693.00	48,210.00	50,000.00
4015 - Membership Dues	0.00	208.33	0.00	2,291.67	2,500.00
4016 - Training Fees	0.00	208.33	0.00	2,291.67	2,500.00
4017 - User Fees for Computer System	0.00	1,666.67	0.00	18,333.33	20,000.00
4100 - Interest Income	0.00		5.09		
4300 - Other Income	0.00		96.00		
Total Income	86,863.16	26,951.08	537,125.60	589,724.92	616,676.00
Gross Profit	86,863.16	26,951.08	537,125.60	589,724.92	616,676.00
Expense					
Payroll Expenses	18,851.52	16,033.33	193,796.68	176,366.67	192,400.00
6050 - Employee Benefit Programs Exp	600.00	900.00	6,000.00	9,900.00	10,800.00
6080 - HMIS Vendor Fees	31,001.00	36,229.00	208,509.00	398,519.00	434,748.00
6090 - Consultant Fees	4,000.00		6,550.00		
6100 - Payroll Tax Expense	0.00	1,505.00	0.00	16,555.00	18,060.00
6300 - Rent or Lease Expense	899.24	900.00	9,290.67	9,900.00	10,800.00
6350 - Maintenance & Repairs Expense	0.00		167.58		
6400 - Utilities Expense	439.57	450.00	5,479.56	4,950.00	5,400.00
6410 - Printing Expense	173.50	129.50	1,553.21	1,424.50	1,554.00
6420 - Travel Expense	201.09	600.00	5,389.39	6,600.00	7,200.00
6430 - Postage & Delivery	199.29	45.50	1,225.48	500.50	546.00
6450 - Office Supplies Expense	111.19	380.00	2,936.60	4,180.00	4,560.00
6460 - Interest Expense	55.60	346.00	2,451.86	3,806.00	4,152.00
6500 - Equipment or Furniture	32.70	416.67	14,173.30	4,583.33	5,000.00
6550 - Other Office Expense	0.00		30.00		
6850 - Service Charge Expense	0.00		117.00		
6950 - Insurance Expense	1,261.00		3,222.00	3,500.00	3,500.00
Total Expense	57,825.70	57,935.00	460,892.33	640,785.00	698,720.00
Net Income	29,037.46	-30,983.92	76,233.27	-51,060.08	-82,044.00



HMIS Committee Report December 21, 2006

Policy & Application Training Registration – Coming in January

In January Policy & Application training registration will begin via the Alliance website. A user must take **both the Policy Training and Application Training** before access to the HMIS system will be given.

Policy Training (1/2 day): gives practical training on HMIS agency client interaction/best practices and Alliance HMIS Standard Operating Procedures. Policy training must be completed **PRIOR** to registering for Application Training.

Application Training (2-3 days): gives training on the use of the HMIS application software. The Super-User for the agency must be the first person to be scheduled for and complete application training. All other agency users must participate in application training after (or at the same time as) the Super-User. Application training should be scheduled immediately following Policy training (or no more than one week after Policy training).

Late arrivals (30 minutes or more) and partial day completion of a class will not be allowed. User must **“complete”** each day full day of training or they will have to register for classes again.

Attention HMIS Agency Agreements Needed Immediately!

Each agency Director and/or Designee will need to sign a **Participating Agency Agreement** in order to utilize the new Homeless Management Information System (HMIS) and the **Interagency Agreement** in order to share information with other Alliance providers within our network. The agency agreements must be returned to the Alliance **ASAP in order for your agency users to receive HMIS Policy & Application training.**

Both documents are posted on the website and can be downloaded, filled out and forwarded back to the Alliance.

We are in need of an **immediate response** from the following agencies:

- ❖ **BEDS** – both Participating Agency & Interagency Agreements
- ❖ **CEDA Bloom Rich** – Participating Agency Agreement only
- ❖ **Featherfist** - both Participating Agency & Interagency Agreements
- ❖ **Metropolitan Family Services** - both Participating Agency & Interagency Agreements
- ❖ **South Suburban PADS** - Participating Agency & Interagency Agreements and HMIS Informational Update

Data Conversion/Interfacing:

Data Conversion/Interfacing efforts are moving too slow! We need agencies to step up the pace in order to meet the Alliance’s contractual deadlines with Softscape. The following agencies that have expressed an interest in transferring data and/or Interfacing data should have already started working closely with Shaun Pryon on the development of their agencies’ XML Data Schema:

- Vital Bridges
 - Grand Prairie Services
- Interface Partner – **Need XML ASAP!**
Data Conversion – **Need XML ASAP!**



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- Journeys from PADS to Hope
- South Suburban PADS
- Data Conversion – **Need XML ASAP!**
- Data Conversion/Interface - **Need XML ASAP!**

If your agency's name is listed above and you have not begun development of your agency's XML Data Schema please **contact Shaun Pyron (708) 345-4035 ext 3#** at the Alliance Office **ASAP!**

Agency Implementation Checklist **Executive Directors - Important Information!**

There are several important steps that each agency will need to think about and implement prior to going live on the new HMIS system. Listed below are some key steps that will help for making a smooth transition.

Agency Participation & Documentation (All documents are posted on website)

- Submit a signed Participating Agency Agreement and/or Interagency Network Data Sharing Agreement.
- Confirm agency-specific program and service detail for system entry. See form Agency Services Configuration.

Staff Preparation

- Determine User Access Level for each staff position that will be utilizing HMIS system.
- Schedule all users for appropriate Policy training.
- Schedule all users for appropriate Application training.
- Train all staff on the Agency Information Security Protocol.
- Review the End User Responsibilities and Statement of Ethics Agreement with agency users to ensure they understand the policies and the consequences of policy violations. Users will be required to sign this agreement at Policy training.
- Review the HMIS User Security Protocol with potential users to ensure they understand the policies and the consequences of policy violations. Users will be required to sign this agreement at Policy training.
- Agency Super User – Complete the HMIS Access Request form for each user that has completed all training requirements.

Technical Preparation

- Confirm technical readiness and complete installation of new/upgraded equipment, software, and/or connectivity as required. (Ref. **SOP 02-040**)
 - Workstation specifications



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- Internet connectivity requirements
- Security specifications: firewall, virus, and spyware protection
- Agency Super User: After Super User Application training, work with HMIS Tech Admin to set up Agency and Program information in the system. (Ref. **SOP 03-010**)
- Data Migration: If applicable, work with Alliance Technical Administrator to convert data from current database to the HMIS database. (Ref. **SOP 02-020**)

Information Security and Privacy Policies

- Revise / finalize the Agency Information Security Protocol ensuring that it meets HMIS requirements (Ref. **SOP 02-030**)
- Determine agency privacy policies and forms. Note: Each agency has the option to adopt the HMIS forms for Notice of Uses & Disclosures, Client Consent for Network Data Sharing, and Client Release of Information for Agency Referrals, or to incorporate the content of these forms in their entirety into their own documentation. (Ref. **SOP 03-060**)
- Post the adopted Notice of Uses and Disclosures or equivalent privacy notice on the agency's website if applicable. (Ref. **SOP 03-060**)
- Establish procedures for auditing compliance by agency staff, volunteers, affiliates, contractors, and associates with all privacy policies. (Ref. **SOP 03-060**)
- Establish a procedure for receiving and reviewing complaints about potential violations of the privacy, notice, and consent policies. (Ref: **SOP 03-060**)
- Consider appointing an agency Chief Privacy Officer for oversee the above tasks. (Ref: **SOP 03-060**)

As always if you have any questions/concerns please feel free to give us a call:

Rena Wilson – HMIS Coordinator (708) 345-4035 ext 2# -
Rena@suburbancook.org

Shaun Pyron – Tech Administrator (708) 345-4035 ext 3#
Shaun@suburbancook.org

Fundraising & Marketing Committee Report

December 8, 2006 via teleconference

Present: Tom Galassini, Sandy Williams, Lenoris Perkins, Jennifer Hill

- Discussed the status of the Board Appeal
 - Currently, there have been **5** responses (out of **32** members). The responses have identified **30** new contacts to include in the appeal.
 - The board list has been divided; committee members will make follow-up calls.
 - Follow-up calls are to be made by December 15th.
 - The committee hopes to have all responses in by next week or by the end of the month at the latest.

- Addressed the strategy in which to “attack” the general mailing
 - **General info:** The Alliance has a database of **4,535**. **2,200** of those have a specified contact person. **1,006** of the ones that don't have a contact person's name are for faith-based locations.
 - Contacts with a specified person will receive an appeal letter, placed on Alliance letterhead and mailed out before the end of the month. If the name was received from a Board member, that individual will be referenced in the letter, with hopes of a better response.
 - The first contact to faith communities will be a postcard about the unsheltered count.

- Discussed the “Images and Themes” from the Board retreat on 11/17.
 - The committee agreed that the summary thoroughly details who the Alliance is and what its goals are.
 - The committee determined that this information would be useful in developing marketing materials.
 - The summary will be presented to the Alliance Board for approval of such use.

Next meeting: The next meeting is scheduled for Monday, December 18, 2006 at 3:30 p.m. via teleconference.

Continuum of Care Development Committee Meeting Minutes November 28, 2006

Present: Mary Schurder, Center of Concern; Courtney Suchor, The Sanctuary; Eileen Higgins, Catholic Charities; Ron Jordan, CEDA; Tom Hinchy, Cook County Planning Dept.; Bryan Manasse & Jennifer Hill, Alliance; Ken Schmitt, YMCA; Cynthia Schilsky, Community; Sue Shimon, WilPower; Millicent Ntiamoah, Catholic Charities; Steve Besefske, Alexian Bros.

I. January 25, 2007 Unsheltered Homeless Count

Bryan gave updates on the following Count tasks:

- Volunteers: Using Craig's List, Reader after the holidays to solicit helpers; in addition to our CBSA solicitation.
- Trainers & Training Sites: North will be at CEDA NW, South will be at Bethel New Life and West is to be determined. We will ask Connections for the Homeless, Hines VA and Terry Curran for trainer resources. Training tools include: the Outreach Film, 2005 training outline and 2005 Questionnaire.
- Maps: Bryan will provide these in January when all sites are called in.
- Letter to Providers: These will orient agencies to the Service Site data collection we plan. Our goal is to engage 10 providers per region. Bryan will send CoCD members the letter prior to distributing it to the community.
- Consumer/Community Involvement: We will ask the PADS programs for their "banned lists". We will talk with the police/sheriff contacts we have. We will talk with Catholic Charities about training their dinner volunteers.

II. 2006 Strategic Plan Meeting

Jennifer distributed a written summary of the topics explored at the November 17th strategic planning retreat. Groups worked on Alliance image and theme statements and on stakeholder engagement strategies. The next work is for the Fundraising committee to work on the marketing/mission statement.

Next meeting: Monday, December 18, 2006 at 9:30 at 1107 S. Mannheim Road.

Renewal Scenarios 07

- Scenario 1** Any new PSH project can be considered, including expansions
- Scenario 2** Limited new projects considered, including expansions
- Scenario 3** Limited new projects considered
- Scenario 4** Bonus project and expansions are only new projects considered
- Scenario 5** Bonus project is only new project considered

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5
Bonus	735,000	735,000	735,000	735,000	735,000
New1	385,000	385,000	385,000	200,000	
New2	385,000	200,000			
New3	200,000				
Renewal1	192,500	192,500	192,500	192,500	192,500
Renewal2	192,500	192,500	192,500	192,500	192,500
Renewal3	192,500	192,500	192,500	192,500	192,500
Renewal4	192,500	192,500	192,500	192,500	192,500
Renewal5	192,500	192,500	192,500	192,500	192,500
Renewal6	192,500	192,500	192,500	192,500	192,500
Renewal7	192,500	192,500	192,500	192,500	192,500
Renewal8	192,500	192,500	192,500	192,500	192,500
Renewal9	192,500	192,500	192,500	192,500	192,500
Renewal10	192,500	192,500	192,500	192,500	192,500
Renewal11	192,500	192,500	192,500	192,500	192,500
Renewal12	192,500	192,500	192,500	192,500	192,500
Renewal13	192,500	192,500	192,500	192,500	192,500
Renewal14	192,500	192,500	192,500	192,500	192,500
Renewal15	192,500	192,500	192,500	192,500	192,500
Renewal16	192,500	192,500	192,500	192,500	192,500
Renewal17	192,500	192,500	192,500	192,500	192,500
Renewal18	192,500	192,500	192,500	192,500	192,500
Renewal19	192,500	192,500	192,500	192,500	192,500
Renewal20	192,500	192,500	192,500	192,500	192,500
Renewal21	192,500	192,500	192,500	192,500	192,500
Renewal22	192,500	192,500	192,500	192,500	192,500
Renewal23	192,500	192,500	192,500	192,500	192,500
Renewal24	192,500	192,500	192,500	192,500	192,500
Renewal25		192,500	192,500	192,500	192,500
Renewal26		192,500	192,500	192,500	192,500
Renewal27			192,500	192,500	192,500
Renewal28				192,500	192,500
Renewal29					192,500
S+C Renewal	351,000	351,000	351,000	351,000	351,000
S+C Renewal	158,000	158,000	158,000	158,000	158,000

TOTAL:	6,834,000	6,834,000	6,826,500	6,834,000	6,826,500
Counts against pro rata:	5,590,000	5,590,000	5,582,500	5,590,000	5,582,500

Impacts:

4 new projects 5 renewals not funded OR 17% avg cut*	3 new projects 3 renewals not funded OR 10% avg cut*	2 new projects 2 renewals not funded OR 7% avg cut*	2 new projects 1 renewals not funded OR 3% avg cut*	1 new project no impact on renewals
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*Renewal budget cuts could be voluntary or involuntary. They could be based on a history of recaptures, concentrated on service budgets, accompanied by reductions in the number of people served, or across-the-board cuts for all renewals.

Assumptions:

Renewal total demand:	5,582,270	= enhanced pro rata share, or "hold harmless" amc
Est. pro rata share:	4,900,000	
Bonus project available:	735,000	
Average new project:	385,000	assumes two-year term, must be PSH
Possible expansion project:	200,000	assumes two-year term, must be PSH
Average renewal:	192,500	
No. of renewals:	29	excluding S+C

Alliance To End Homelessness in Cook County

Prevention Committee Meeting

November 9, 2006
1107 South Mannheim Road
Westchester, IL 60254

MINUTES

PREVENTION COMMITTEE

Arie Davis
Gina Dominguez
Tom Galassini
Vincent Gillon
Sherri Hackett
Sonia Ivanov
Kim Lutz
Jill Longnecker
Kelli Moore
Millicent Ntiahmoah
Mary Schurder **Co-Chair**
Fred Shannon **Co-Chair**
Karen Stunkel
Mike Wasserberg

Fred Shannon called the meeting to order at 10:10 a.m. Millicent Ntiahmoah, Jennifer Hill, Mike Wasserberg and Tom Hinchy reviewed the definitions, statement of problem and statistics offered in the Strategic Planning document prepared in October, 2005

Discussion then centered on the proposed Short Term 18 Month activities looking at goals, steps and filling in the Who and When blocks.

Consensus of the group favored a new definition of chronic homelessness to include families.

The group agreed upon three main ideas:

1. Create more family supportive housing by some combination of:
 - a. Advocating to change the chronic homeless definition so it does not exclude families,
 - b. Freeing up the Alliance's pro rata share by voluntary cuts and/or identifying new resources to support current projects, or
 - c. Converting transitional family project(s) to permanent supportive housing.
2. Work with the Corporation for Supportive Housing (CSH) at the county level:
 - a. To explore conversion of transitional projects to permanent (especially within project-based buildings),
 - b. To promote the use of HOME funds for new supportive housing development,
 - c. To explore using HOME for Tenant Based Rental Assistance to supplement the leasing budgets of Rolling Stock transitional housing programs.
3. Access rental housing support program (RHSP) and HOME funding to create more housing that's affordable to extremely low-income families.

The next steps include: setting regular committee meeting sites, scheduling dates and times amenable for the majority of committee members.

Fred S. Shannon
Co-Chair

WSCH Summit on Homelessness
December 1, 2006
Notes from Focus Groups

Question 1 – What do you know about homelessness in suburban Cook County?

Group 1 – Bryan spokesperson

- It's getting worse (taxes, rent, cost of living)
- Housing opportunities are disproportionate to the needs of homeless persons
- Increased medical complications for persons experiencing homelessness
- Homeless problem is extremely diverse (financial, class based, etc.)
- Families are the fastest growing portion of the suburban homeless problem
- Transportation is disconnected and sparse

Group 2 – Bill spokesperson

- Many are at risk – financial pitfall
- 80/20 chronic – 20% of homeless are “high maintenance”
- Families are homeless but not many in shelters
- Homeless Liaison at all schools – no data yet
- Not enough disabled housing
- SSI and homeless disabled

Group 3 – Kelli spokesperson

- Well hidden
- Overcrowding
- One paycheck/event from homelessness
- Wages don't meet cost of living costs
- Lack of support; family and/or supportive services
- Homeless families

Question 2 – What impact does homelessness have on you in your work and on your life in your community?

Group 1

- Not a problem until it hits home – becomes personal
- Impact is minimized because it is “hidden”
- Effects different aspects of society (consumers, businesses, landlords etc.)

Group 2

- See at library and selling Streetwise
- Shelter for women leads to transitional housing
- Visible in communities like Austin
- See them a lot in the city
- Family homelessness in my background and see it all around
- Family members – see it as suspect by H/C providers
- Homeless is a term of derision
- More hidden in suburbs
- Work at making them invisible
- Sleep in cars at malls

Group 3

Those who don't work with homeless

- See them "hanging out"
- "invisible problem"
- double edged sword - poor/those with money

Those who do work with homeless

- More aware in everyday living situations
- Affect way of thinking about community

Question 3 - List three problems that are a result of homelessness in suburban Cook County and identify who is responsible for finding solutions to these problems.

Group 1

Problem as a result of homelessness

1. Disruption of Education
2. Spread of communicable diseases - (lack of healthcare)
3. Inefficient use of resources

Who is responsible for solution

1. Parents, school system, legislators, service providers = multiple entities
2. Public health system, service providers, legislators etc.
3. Emergency vs preventative care

Group 2

1. Homeless kids and schooling
2. Medical problems among homeless
3. Homelessness produces social service jobs

Group 3

1. Overcrowding (many need to double/triple up to make the bills)
2. No education (homeless children have difficulty enrolling /remaining in school)
3. Health Issues

Responsible Parties – Government – Society (lack of integrity, moral values)

Question 4 – What information do you need to have about homelessness in suburban Cook County before you can think about creating a plan to end homelessness?

Group 1

- How many are there.
- Who, what, where, why
- Cost
- Needs assessment (system and consumer input)
- What methods are effective? (how to provide safe and affordable housing?)
- Where are the jobs?
- Transportation networks
- How to change the perspective and awareness of homelessness
- Knowledge of stakeholder roles, referrals, and resources

Group 2

- Data about uninsured and benefits situation
- Percentage of chronic vs acute
- Who provides what.
- Funding resources
- How to engage the homeless
- Put money on the facts and publicize
- Best use of money – tell the public

Group 3

- Combine resources such as substance abuse, mental health, homeless prevention, and information to wrap services
- Communities need to be aware of the “big picture” – the benefit of assisting the homeless population to having their needs addressed

Question 5 Who do you think needs to be involved in developing a plan to end homelessness?

Group 1

- “men in high places”
- “friends in low places”
- collaborative advocacy

Group 2

- Faith based organizations
- Legislators, mayors, and public servants
- Developers, planners, landlords
- Doctors and medical workers
- Homeless people
- Police
- Media
- Philanthropy and wealthy
- City offices – building, social services etc.

Group 3

- Communities, governments, faith organizations, developers
- Problem is in all systems