

**Arkansas Balance of State
Continuum of Care Board Meeting
February 8, 2024**

Coalition/Organization	Attendees: Voting Members	Attendee: Non-Voting Members
ARVHAN	Mary Thompson	
BBMNS	William Tollett, Chonda Tapley	Cassie Johnson
CoC Staff		Brandon Turner, Whitney Force, Autumn Johnson
Delta Hills	Bobbie Boozer, Myracle White	Michael Phifer
DHS		Carla Morris
EAR	Josephine Flowers	Jennifer Johnson, Rose Dawson
HUD		
Mississippi	Lisa Willard	
NEA		Avery Collins, Danielle Lawrence, Theresa Aason
RHC		
SWAP	Sarah Fowler, Boyce Mitchell	Gina Weesner
Toadsuck	Shannon Howard	Matthew DeSalvo, Jennifer Welter, Spring Hunter, Carol Townsend
VA		
Lived Experience	Michelle Simon, John Hooker, Dr. James Hikins	
Other Community Partners		Alisa Green, Cheri Gaston, FOCUS, Linda Agnew, Kelley Rodgers, Susan Gardener, T. Minor, Cherri
Other Attendees		

- I. Welcome
 - Given by the Arkansas Balance of State Homeless Programs Director, Whitney Force.
- II. Approval of January Minutes
 - Motion by Shannon Haward.
 - Second by William Tollett.
 - Passed by a unanimous vote.

III. Partner Reports

- HUD
 - No Report
- DHS
 - No Report

IV. Balance of State HMIS Updates

- Brandon Turner
 - LSA submitted before the deadline. All warnings had explanations and it has been accepted by HUD.
 - SPM opens up the 11th of this month. We will be working to get that report completed. Please make sure that all clients are updated in the system and exit out all clients that are no longer being served by your agency. Those are things that will affect our data for this report.
 - There have been a few issues with the CAPER report. If you receive an error stating that there is an issue with your project sub-type, contact Brandon and he can fix that.

V. Old Business

- Domestic Violence Training
 - The training will take place at the University of Arkansas Community College at Morrilton on February 14. From 9a.m. to 11:00a.m. Participants will receive education and training in survivor-centered services for direct victim service providers. Content will include an overview of safety planning, emergency transfer plans, best practices for managing warm referrals, cultivating and protecting confidentiality, and more! Training includes an immersive simulation activity, with handouts and resources provided.
- Guest Speakers for Monthly Meetings
 - Whitney is needing guest speakers for our monthly meetings. If you or someone you know would like to speak, please let her know.
- PIT Count

- The PIT Count deadline was last Friday. If you are a non HMIS project and you have not gotten your data entered into the counting us app, please reach out to Brandon as soon as possible.
- Collaborative Applicant Monitoring
 - Chonda Tapley advised that the original MOU has expired between the Balance of State CoC and the Collaborative Applicant.
 - A committee for the monitoring has been created.
 - Received the monitoring tool from the Technical Assistant.
 - Monitoring Committee will be presenting the tool to OCYFS (the Collaborative Applicant) to get the monitoring completed.

VI. New Business

- 211
 - Autumn Johnson presented on what 211 is.
 - 211 is a free website that an agency can register their information on.
 - Individuals needing assistance can go on the 211 website or call 211 to look for resources.
 - Autumn asked that all BoS Agencies go to the 211 website and enter their information to help build up resource availability for Balance of State.
 - The website is arknasas211.org.
 - Once on the website, scroll down to “List your agency.” and click “Apply Now”.
 - Then choose “New or Current Agency/Organization”. That will transfer you to the screen where you will enter your agency information.
 - The Arkansas Balance of State is hoping to utilize 211 and different access points for Coordinated Entry.
- Arkansas Balance of State Outreach
 - In my meetings with Autumn our Coordinated Entry Coordinator, we have discussed some outreach projects that we may want to look into for the year

to bring awareness to not only the Continuum but to agencies and what they offer.

- We discussed possible county by county outreaches or at least in each local homeless coalition. Things such as setting up a table outside of a Walmart or grocery store and handing out informational pamphlets. So, if you would be willing to help with those things or if your agency has any events that are already planned, please see Autumn or myself and we would love to set up a booth.
- Autumn reminded everyone that she sent out a volunteer opportunity to distribute brochures for the Balance of State.
- April's General Meeting
 - Need a location for April's General Meeting.
 - Needing presenters for the meeting
 - Meeting will be in person.
 - Whitney will send out a poll for training opportunities.
- Good Practice Reminder
 - Since we have a good number of agencies present, I want to touch base on a good practice reminder. It is always a good idea and a safe idea to have a confidentiality policy and confidentiality statements signed and remember that when clients come in to your facility (even if you are referring them to another facility) their safety and privacy is of utmost importance. If you have a client come in or you know that you have sent a client to another facility and someone calls or comes in looking for them, it is best to say that you cannot confirm nor deny that the individual is there or not. I want to stress this even more for domestic violence agencies. Those clients are there or referred there for a reason. Even if someone identifies themselves as the police, an investigator or even the FBI, that cannot always be 100% confirmed and even if it is, it is still best to say that you cannot confirm or deny that

someone is there. If you were to give out a client's information or location, it could be detrimental to their situation.

- Voting Board Members
 - 2 voting board members for each Local Homeless Coalition.
 - Some voting board members have been very busy and unable to attend. Whitney asked that at each LHC meeting over the next month, the LHC will evaluate their voting board members to see if they are still active and participating.
 - If they are not still active, please vote on new voting members.

VII. Committee Reports

- Discharge Planning Workgroup
 - i. We discussed ideas of individuals and agencies that we would like to have in our meetings. We also started to compile lists of agencies that take individuals who are discharged from medical facilities, prison or jail. As well as LGBTQ+ assistance. The workgroup will meet again on March 5th.
- Coordinated Entry Workgroup
 - Josephine Flowers advised that there was a meeting on January 23rd.
 - Focused on entry points for each LHC.
 - At the last meeting, the committee discussed the process of a client entering an entry point and what that may look like.
 - Resource mapping is a key point for Coordinated Entry.
 - Requested that each LHC start deciding where a possible entry point would be to start out the Coordinated Entry process.
 - Autumn Johnson reported that she has gotten responses back for the resource mapping from several LHCs. She is still missing information from ARVAN, RHC and Toadsuck.
 - Autumn will keep resending requests for information.
 - May start Coordinated Entry out with agencies that currently have access to HMIS.

- PIT Count Committee
 - No Report just a thank you to those that participated in the PIT Count from the Committee Chair, William Tollett.

VIII. Coalition Reports

- ARVAHAN
 - No Report
- BBMNS
 - Regular monthly meeting was held January 19th.
 - Discussed PIT Count and Warming Center as well as happenings and services within their local homeless coalition.
 - Welcomed a new member from Searcy County.
- Delta Hills
 - Whitney announced that the first Delta Hills meeting since the realignment was held.
 - Bobbie Boozer will take over as lead of the LHC as well as their newest BoS voting board member.
 - Whitney and Autumn will be doing in-person visits to agencies within Delta Hills at the end of the month.
- Eastern Arkansas
 - Meeting was held January 9th.
 - Establishing by-laws.
 - A lot of time was spent talking about the PIT Count.
 - 2 warming shelters were held during the snow.
- Mississippi
 - No Report.
- NEA
 - No Report
- RHC (Regional Homeless Coalition)
 - No Report

- SWAP
 - Boyce Mitchell advised that SWAP participated in the PIT Count. They had several agencies participate.
 - There was a warming shelter that served 120 homeless individuals, 13 dogs and 9 cats for 9 days around the clock.
 - 5 people went to substance abuse treatments and 5 people were able to get into apartments. They are working with several others.
 - 15 individuals were assisted in Hot Spring County.
 - Still working on the Resource Center.
- Toadsuck
 - Spring Hunter advised that they
 - Met on January 23.
 - Discussed PIT Count Plans.
 - Updates on the new Emergency Shelter in Conway.
 - They have an Executive Committee meeting on February 21st to regroup on resource mapping, coordinated entry etc.
 - Conway Ministry Center bought a motel.

IX. Next meeting of BoS Board.

- Our next Balance of State Board meeting will be on March 14th at 11:00a.m.

X. Adjourn

- Whitney adjourned the meeting at 11:36a.m.

