

**Arkansas Balance of State  
Continuum of Care Meeting  
January 14, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>  |
|-------------------------------|--|
| ARVAN/ARVAC                   | Bill Kneip, Tim Riley  |
| Balance of State              | Sue Legal  |
| BBMN                          | Chonda Tapley, Rebecca Hanlin, Jessica Minton, Tammy Smith               |
| Delta Hills                   | Shannon Haward, Shoshana Wells   |
| DHS                           | Lori Williams, Linda Bivens  |
| Eastern Arkansas              | Jim Carpenter, Josephine Flowers   |
| HMIS                          | Alex Tingquist   |
| HUD                           | Sandra Lewis-Payne   |
| Mississippi                   | Absent   |
| Northeastern AR               | Casey Kidd, Marty Timmons,   |
| Phillips                      | Absent   |
| RHC                           | LuGene Erwin, Lurenda Duren  |
| SSVF-St. Francis House        | Absent   |
| SWAP                          | Michelle Sestili   |
| Toadsuck                      | Blaze Wiley, Judi Lively, Mellisa Allen, Myracle White, Nerissa Passmore |

Additional attendees included: Dr. Bala with the State of Arkansas; Katie Peterson, Ashley Tolman and Karen Brown with Cloudburst training; Adrian Davila with St. Francis House; and Alyssa Pickett with Central Arkansas Coordinated Entry.

**Call to Order**

Arkansas Balance of State Meeting was called to order via virtual platform at 11:00 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll call of attendees was conducted.

**Approval of Minutes**

A motion was made by Tim Riley and seconded by Chonda Tapley to approve the minutes from the December 2020 board meeting. Minutes passed with full approval.

**COVID-19 Update**

An update was provided by Dr. Appathurai Balamurugan (Dr. Bala) on the state of COVID-19 in Arkansas. Dr. Bala shared that Arkansas is currently in the 1A phase of immunizations. Individuals who are homeless are in phase 1C. Questions were posed to Dr. Bala about the possibility of moving individuals who are homeless up to phase 2B. Dr. Bala explained that the state of Arkansas set the stages and he has not knowledge of their willingness to change it but it is beneficial to all if as many people as possible get vaccinated when their phase allows. An allowance has been made for individuals who are 70 years or older to get vaccinated in phase 1B so any individual who is homeless and fit that category may be vaccinated during the 1B phase.

## **Training**

Cloudburst representatives shared the following:

Vaccination Planning and Distribution: The information about logistics and location for vaccinations for individuals who are homeless is a good discussion to have on a local level. Think about whom can be a vaccine ambassador within your community. This may increase the number of individuals who take the vaccine.

HUD Webinar: At 1:30 pm central, every Friday, HUD hosts a webinar addressing COVID issues. These webinars can help with things like having a conversation with clients about getting their vaccination along with other things.

Additional Federal Funds: Twenty-five billion dollars in federal funds are available for homelessness. Each state will get at least 250 million dollars. Ninety percent of the funds are to be used for rental assistance. Ten percent may be used for administration. Up to 12 months rental assistance can be paid. Funds are available until December 31 of this year. Funds can be paid directly to landlords, to utility companies or to individuals. The request for funding has not been released yet. There is also an additional 290 million dollars that will come available for ESG.

NOFA: The NOFA will be renewed without competition this year.

## **Old Business**

### **PIT Count/Counting Us APP**

Information has been sent out for using the Counting Us APP. Sue Legal, BoS collaborative applicant, asked that everyone starts playing around with the app to get familiar with it for the PIT count. Team leader meetings are being held every Friday in preparation for use of the APP. All coalitions, except one, is represented in the team leader meetings.

### **Website**

We have a logo. A question was posed regarding whether we want to have our agenda and minutes posted on the website. A short discussion ensued and it was decided that we will not post the agenda and minutes. Sue shared that her agency's name has changed and they can be found on Facebook under Ouachita Children Youth and Family Services.

## **New Business**

### **VA Partners**

Adrian with St. Francis House shared with the group the services that St. Francis House provides. Housing assistance services are provided to all veterans. Individuals are defined as veterans as long as they were not dishonorably discharged or court marshaled out of the military.

Alyssa Pickett, Coordinated Entry Specialist with Central Arkansas VA, shared information about the work she and her team are doing. They currently cover 46 counties and are working with agencies across Arkansas to alleviate homelessness.

## **Federal & State Reports**

### **HMIS**

Alex shared that the ESG COVID reports are due to HUD tomorrow. Balance of State LSA will also be submitted tomorrow.

### **DHS**

Lori shared that DHS have implemented the waiver for FMR. Requests for additional funding for FY 2019 are also being processed.

### **HUD**

No Report.

## **Coalition Reports**

### **ARVAC/ARVAN**

Tim Riley reported they are working towards their PIT count.

### **BBMN**

Chondra Tapley reported that they are working on how they will do PIT.

### **Delta Hills**

Absent.

### **Eastern Arkansas**

Josephine Flowers reported that Eastern Arkansas met this week. Josephine extended apologies for not getting the link to BoS Collaborative Applicant, Sue Legal. Eastern Arkansas will do a sheltered count and is working on the logistics for making this happen.

### **Mississippi County**

Absent.

### **Northeast Arkansas**

Casey Kidd reported that NEA will do a sheltered and unsheltered count. They have identified tasks that need completing. Northeast Arkansas meets every other month so the next meeting is scheduled for February.

### **Phillips County**

Absent

### **RHC**

No report given.

### **SWAP**

Michelle Sestili reported that SWAP will do a sheltered and unsheltered count.

**Toadsuck**

Judi Lively shared that a call is set up to discuss their PIT and they are planning to do both a sheltered and unsheltered count.

With no other discussion, a motion was made by Tim Riley and seconded by Judy Lively that the meeting adjourn. The next meeting is scheduled for Thursday, February 12, 2021. Minutes recorded by Josephine Flowers.

**Arkansas Balance of State  
Continuum of Care Meeting  
February 11, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>                          |
|-------------------------------|--|
| ARVAN/ARVAC                   | Tim Riley                                  |
| Balance of State              | Sue Legal                                  |
| BBMN                          | Chonda Tapley, Jessica Minton, Tammy Smith |
| Delta Hills                   | Shannon Haward                             |
| DHS                           | Linda Bivens, Lori Williams, Nancy Mixon   |
| Eastern Arkansas              | Josephine Flowers                          |
| HMIS                          | Alex Tingquist                             |
| HUD                           | Sandra Lewis-Payne                         |
| Mississippi                   | Tamika Jenkins                             |
| Northeastern AR               | Casey Kidd, Marty Timmons                  |
| Phillips                      | Absent                                     |
| RHC                           | Lurenda Duren                              |
| SSVF-St. Francis House        | Absent                                     |
| SWAP                          | Michelle Sestili                           |
| Toadsuck                      | Myracle White                              |

Additional attendees included: Dr. Bala with the State of Arkansas; Katie Peterson, Ashley Tolman and Karen Brown with Cloudburst training and Alyssa Pickett with Central Arkansas Coordinated Entry.

**Call to Order**

Arkansas Balance of State Meeting was called to order via virtual platform at 11:00 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll call of attendees was conducted.

**Approval of Minutes**

A motion was made by Marty Timmons and seconded by Tim Riley to approve the minutes from the January 2021 board meeting. Minutes passed with full approval.

**COVID-19 Update**

An update was provided by Dr. Appathurai Balamurugan (Dr. Bala) on the state of COVID-19 in Arkansas. Dr. Bala shared that the COVID numbers are going down. Approximately 10% of Arkansans have received the first dose and approximately 5% have received the second dose of the vaccination. Vaccination for Group 1B started around January 20<sup>th</sup>. An educational campaign is being planned to dismiss myths. Johnson and Johnson which is a one dose vaccination and Astra Zeneca have applied for approval. The Johnson and Johnson vaccination is encouraging in that it can be administered in one injection; this is good for individuals whom it may be difficult to locate for a second dose as required by the other vaccines. Tentative start date for distributing to shelters is April 1 but everything depends on availability.

## **Training**

Cloudburst representatives shared the following:

Cloudburst presented a Power Point on vaccination distribution planning. Ashley shared that it is time to start connecting with local partners and build vaccination confidence. Local homeless coalitions should start to have confidence now. A vaccine ambassador is a person who can share personal experience about the vaccination and rally others to receive vaccination. This is a local person, a faith leader, a person who work with the homeless etc. This will look different in every community. ESG funds can be used to pay a person who serves as an ambassador. Having a vaccination event at your location is more preferable to planning transportation. A resource for assisting with planning can be found at: <https://www.hudexchange.info/resource/6229/covid19-homeless-system-response-vaccine-planning-and-distribution/>. Individuals cannot be denied housing assistance based on vaccination status (can't have prerequisites).

## **Old Business**

### **PIT Count/Counting Us APP**

Sue asked that everyone who has paper counts get them entered as soon as possible. Sue states that she is now able to fix counts that were outside of BoS area. There are counts that were entered by some collation members that registered as Missouri and other outside areas. A total of 688 surveys were completed through the app; 561 interviews and 127 observations.

## **New Business**

### **COC Funding**

COC funding for 2021 projects will renew soon. Nothing has to be submitted in e-SNAPS. Coalitions should hear from the field office about signing agreements.

### **Resource Guide**

Casey shared that she modified the template for the resource information guide so that it was specific for her local homeless coalition. These guides were distributed to the local police force to share with individuals who were homeless. Casey offered to send out the template to any coalitions wanting it.

## **Federal & State Reports**

### **HMIS**

Alex shared information about the system performance measures. The system performance measures are seven measures HUD take into consideration every year from our HMIS data, things such as the number of new people who are homeless, the length of time in housing, return to homelessness etc. The system performance measures report is due March 1<sup>st</sup>. Alex will share the report with the executive team for review prior to the report being submitted.

### **DHS**

Nancy shared that DHS is in the currently processing the requests for the additional ESG funding that has been requested by some organizations. These funds are from the first round of the COVID funding.

#### **HUD**

Sandra encouraged everyone to participate in the office hour learning events. Sandra reiterated the information about grant renewals for 2021.

### **Coalition Reports**

#### **ARVAC/ARVAN**

Tim Riley reported that ARVAN is working hard to get their PIT numbers in.

#### **BBMN**

Chonda shared that there was no new update for BBMN.

#### **Delta Hills**

Shannon shared that there was no new update for Delta Hills.

#### **Eastern Arkansas**

Josephine Flowers reported that Eastern Arkansas is working make sure all their PIT count numbers are accounted for. There's nothing new to report.

#### **Mississippi County**

Tamika shared that there was no new update for Mississippi County.

#### **Northeast Arkansas**

Casey shared that there was no new update for Northeast Arkansas.

#### **Phillips County**

Absent

#### **RHC**

No report was given.

#### **SWAP**

Michelle Sestili shared there was nothing new to report for SWAP. Michelle asked about the emergency rental assistance funds. Sandra Payne shared that the funds will run through DHS department which received 177 billion dollars of funding. DHS is working on setting up the program to respond to requests for funding.

#### **Toadsuck**

Myracle shared that there is no new update for Toadsuck.

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, March 11, 2021. Minutes recorded by Josephine Flowers.

**Arkansas Balance of State  
Continuum of Care General Meeting  
March 11, 2021**

**Attendance:**

| <b>Coalition/Organization</b> | <b>Attendees:</b>  |
|-------------------------------|--|
| ARVAN/ARVAC                   | Tim Riley  |
| BBMN                          | Bill Kneip, Chonda Tapley, Tammy Smith                   |
| Delta Hills                   | Shannon Haward   |
| Eastern Arkansas              | Jim Carpenter  |
| Mississippi                   | Lisa Willard, Tamika Jenkins                             |
| Northeastern AR               | Casey Kidd, Marty Timmons                                |
| Phillips                      | Absent   |
| RHC                           | Marty Hawkins, LuGene Erwin                              |
| SSBF                          | Alyssa Pickett   |
| SWAP                          | Michelle Sestili   |
| Toadsuck                      | Judi Lively, Patty Davis,                                |
| HMIS                          | Alex Tingquist   |
| DHS                           |  |
| HUD                           |  |
| Cloudburst                    | Ashley Tolman, Katie Peterson, Scott Pruitt, Karen Brown |

**Call to order**

The meeting was called to order at 11:08 a.m. by Balance of State Chair, Casey Kidd

**ROLL CALL**

Continuum of Care members introduced themselves.

**Approval of Minutes**

Chonda moved to approve minutes, Judi second, all approved

**Old Business:**

Review of PIT count. Scott explained that the goal is to extrapolate the numbers so that the entire Balance of State is included. Comparisons to areas across the U.S. that are theoretically similar but seeing higher numbers in Garland and Faulkner counties (SWAP and Toadsuck). Meetings will be held with each area to discuss. Discussion on methodology going forward. Reminded that the count is only a one night snapshot and CoC can look at other ways to get data throughout the year. Look at numbers entered into HMIS and DV shelters

**New Business:**

- Discussed General meeting in April. All LHCs to be invited
- Systems Performance Measures – Alex will break down by LHC and send out, please review and let him know of any changes by Friday this week at 3 p.m. for upload



- Cloudburst (T/TA): Vaccines – getting the word out, Operation Compassion, use hudexchange.info for planning information
- Don't forget that ESG-CV 2<sup>nd</sup> quarter ends this month and reports are due by April 15

#### **Coalition Reports**

**ARVHAN** – nothing to report

**BBMN** – nothing to report

**EAR** – nothing to report

**Mississippi** – meeting today, new director at workforce beginning to prep for next year's PIT

**NEA** – didn't meet in February due to weather, meet bi-monthly

**Phillips** – No one available at meeting

**RHC**- shelters are full at this time

**SWAP** – Meeting next week for PIT debrief, all allocated CDBG funds for 2021 will be going into opening a homeless shelter and resource center

**Toadsuck** – CAPCA weekly service days with food truck, free phones and SNAP signup, meeting scheduled for next month

**Delta Hills** – nothing to report

#### **FEDERAL AND STATE REPORTS:**

##### **DHS**

No one present to report

##### **HUD**

No one present to report

##### **HMIS**

Alex made report during New Business

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, April 8, 2021. This being a General Meeting, all LHC are invited.

Minutes recorded by Sue Legal.

**Arkansas Balance of State  
Continuum of Care General Meeting  
April 8, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>  |
|-------------------------------|--|
| ARVAN/ARVAC                   | Bill Kneip, Fred Teague, Tim Riley   |
| Balance of State              | Sue Legal  |
| BBMN                          | Chonda Tapley, Jessica Minton, Rebecca Hanlin, Tammy Smith   |
| Delta Hills                   | Shannon Haward   |
| DHS                           | Lori Williams, Sandra Johnson  |
| Eastern Arkansas              | Bill Buchanan, Jim Carpenter, Josephine Flowers  |
| HMIS                          | Alex Tingquist   |
| HUD                           | Absent   |
| Mississippi                   | Lisa Willard   |
| Northeastern AR               | Casey Kidd, Natalie Neal, Marty Timmons  |
| Phillips                      | Absent   |
| RHC                           | Dolly Henley, Paul Henley  |
| SSVF-St. Francis House        | Absent   |
| SWAP                          | Kim Carter, Kimberly Lew, Melissa Capuano, Patricia Ellis, Michelle Sestili, Sarah Fowler  |
| Toadsuck                      | Judi Lively, Laura King, Melissa Allen, Melissa Dyson, Michael Walvern, Michelle Simon, Myracle White, Nerissa Passmore, Spring Hunter |

Additional attendees included: Dr. Bala with the State of Arkansas; Katie Peterson, Ashley Tolman, Karen Brown, Katie Peterson and Scott Pruitt with HUD-TA (Cloudburst). Alyssa Pickett and with Central Arkansas Coordinated Entry.

**Call to Order**

The Arkansas Balance of State General Meeting was called to order via virtual platform at 11:03 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

An update was provided by Dr. Appathurai Balamurugan (Dr. Bala) on the state of COVID-19 in Arkansas. Dr. Bala shared that the state of Arkansas has opened up the opportunity for vaccination for all individuals 16 years old and older. Homeless facilities desiring to schedule vaccinations at their facility should contact Jarrod Ritchie at: [jarrod.ritchie@arkansas.gov](mailto:jarrod.ritchie@arkansas.gov).

**Approval of Minutes**

A motion was made by Marty Timmons and seconded by Tim Riley to approve the minutes from the March 2021 board meeting. Minutes passed with full approval.

## **Old Business**

### **SPM Measurements**

Alex Tingquist with HMIS shared that he has gathered information needed for the reports he is pulling together from HMIS.

### **Website Update**

Casey shared that the information for the Balance of State website has been submitted to the developer and we are awaiting feedback.

### **Vaccine Distribution Plan**

### **PIT Count**

Scott Pruitt, with HUD TA, shared the breakdown of the data gathered from the 2020 PIT count. 684 surveys were entered into the app. If the counts are removed that do not meet the homeless definition, then the count would be reduced to 553. If the counts are removed that didn't have enough data then the count would be 412. Applying various extrapolation methods, including the one used by Texas Balance of State, yields a result of 527. A discussion was held regarding how a reduction in count can be symbolic of a Continuum going in the right direction to reduce homelessness.

## **New Business**

### **Calendar**

Casey reported that the planning calendar has been completed and sent out. Sue Legal shared that a report is due in October.

### **NOFA**

Katie Peterson shared that the competition for the 2021 NOFA was dismantled due to COVID. There will be a competition this year for 2022. If there are agencies interested in obtaining funds a look back at the 2019 application to see the things HUD is looking for will be valuable. There is 100 million dollars available for youth under the Youth Homeless Demonstration project. The rural areas of Arkansas are likely for being awarded if there is a need for homeless youth funding.

### **T/TA – Basic Coordinated Entry**

Katie Peterson provided an overview of Coordinated Entry. The presentation began with an overview of the Balance of State as an organization. A view of the map of the Arkansas Balance of state coalitions was shared. A breakdown of the committees and their roles, the names of the local coalitions and the role of representatives from the local coalitions was shared. Coordinated Entry was defined as an "Our Client" approach versus a "My client" approach.

### **ESG/CoC Funding Discussion Group**

Casey extended to all coalition members the opportunity to meet as a group to discuss questions about funding and share information with each other. The meeting will utilize a virtual platform. Tim shared that this will be an opportunity for members to discuss various things such as why funds are not being used, questions about what is approved or not approved for purchase with grant funds and share concerns that administrative teams may have. It's an opportunity to gather ideas and strengthen each other. Those interested in participating should reach out to Casey.

### **FY 2021 ESG Training**

There is an ESG training, Wednesday, April 14, 2021 10:00 am – 2:00 pm. The training is by way of virtual platform. The Zoom link for the training has been sent out.

A motion was made by Tim Riley and seconded by Judi Lively that the extrapolated data is used for the 2020 count and that the Balance of State continues to utilize the Counting US App to standardize how the count is being obtained. The motion passed with no opposition.

## **Federal & State Reports**

### **HUD**

No report.

### **HMIS**

Alex shared that he has no additional information to report.

### **DHS**

Lori shared that she has sent out information about funding. The Emergency Rental Assistance funds for Arkansas are 173 or 176 million dollars. DHS is in the process of selecting a vendor to handle those funds.

In response to the question regarding whether interested applicants for ESG funds need to attend the April 14, 2021 meeting, the April 14<sup>th</sup> meeting is not required to be attended if an agency wants to apply. The September 1, 2021 meeting is required if the agency is selected as a grantee.

## **Coalition Reports**

### **ARVAC/ARVAN**

Tim Riley reported that ARVAC has hired Fred Teague as Director of Housing and Homelessness. Fred will work with individuals who are homeless or who are at risk for homelessness.

### **BBMN**

Chonda shared that there was no new update for BBMN.

**Delta Hills**

Shannon shared that they have set their first meeting for April 29<sup>th</sup>.

**Eastern Arkansas**

Josephine Flowers reported that Eastern Arkansas next meeting is next week. There is nothing new to report.

**Mississippi County**

Lisa Willard shared that they had a meeting. There is nothing new to report.

**Northeast Arkansas**

Casey shared that their next meeting is next week. NEA has been able to house 4 – 5 families. The coalition is working with the Jonesboro community on Veteran's Village, a community of tiny homes for veterans. A homeless shelter task force for Jonesboro has been developed..

**Phillips County**

Absent

**RHC**

No report was given.

**SWAP**

Michelle Sestili shared that their monthly meeting is next Thursday. SWAP has become a PIT-focused organization with a goal of ending homelessness. SWAP has worked to get non-profits engaged in ending homelessness.

**Toadsuck**

Melissa Allen shared that last month the Toadsuck coalition served 143 individuals in a warming station. They housed 2 homeless families and have started doing Project Homeless Connect Service Days due to the impact COVID has had on their regular events. During the month of March, there were 82 attendees to Project Homeless Connect. There were 800 meals served, 1151 emergency supplies were handed out and 40 connections to services were made.

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, May 13, 2021. Minutes recorded by Josephine Flowers.

**Arkansas Balance of State  
Continuum of Care Meeting  
May 13, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>   |
|-------------------------------|---|
| ARVAN/ARVAC                   | Bill Kneip, Fred Teague, Tim Riley  |
| Balance of State              | Sue Legal   |
| BBMN                          | Chonda Tapley, Jessica Minton, Rebecca Hanlin, Tammy Smith                            |
| Delta Hills                   | Shannon Haward, Shoshana Wells  |
| DHS                           | Lori Williams,  |
| Eastern Arkansas              | Jim Carpenter, Josephine Flowers  |
| HMIS                          | Alex Tingquist  |
| HUD                           | Sandra Payne  |
| Mississippi                   | Lisa Willard, Tamila Jenkins  |
| Northeastern AR               | Casey Kidd  |
| Phillips                      | Absent  |
| RHC                           | LuGene Erwin  |
| SSVF-St. Francis House        | Absent  |
| SWAP                          | Michelle Sestili, Sarah Fowler  |
| Toadsuck                      | Blaze Wiley, Judi Lively, Melissa Allen, Myracle White, Nerissa Passmore, Patti Davis |

Additional attendees included: Dr. Bala Simon and Jarrod Ritchie with the State of Arkansas; Ashley Tolman, Karen Brown and Katie Peterson with HUD-TA (Cloudburst); and Alyssa Pickett with Central Arkansas Coordinated Entry.

**Call to Order**

The meeting was called to order via virtual platform at 11:05 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

An update was provided by Dr. Appathurai Balamurugan Simon (Dr. Bala) on the state of COVID-19 in Arkansas. Dr. Bala encouraged those in the health care profession to model for other by getting vaccinated. Jarrod Ritchie shared their current task of issuing vaccinations in relation to a Hep-C outbreak.

**Approval of Minutes**

A motion was made by Tim Riley and seconded by Melissa Minton to approve the minutes from the April 2021 board meeting with a correction of adding Shoshanna Wells to the attendance. Modified minutes passed with full approval.

## **Old Business**

### **Website Update**

Sue gave a live presentation of the newly finished website for the Balance of State. The website can be accessed at [arboscoc.org](http://arboscoc.org).

### **PIT Count**

Alex gave a report on the 2020 PIT count. Alex shared that there are some discrepancies that will need to be corrected. On some of the data entries, in one section, the individual is designated as having a disability and in another section of the form the individual is not. These will need to be cleaned up. Casey asked that a correction be made to designate their agency as Northeast Arkansas. Toadsuck will be adjusted to include Bethlehem House, CACHA and COHO. Alex shared that corrections will be made and that the report is due tomorrow.

## **New Business**

### **2021 NOFA Season Preparation**

A meeting will be hosted May 27<sup>th</sup> (10:30 – 12:00) to share information to those interested in being funded. Sue shared that any agency wishing to apply for the Youth Homeless Demonstration Project (YHDP) should contact her, as the application has to go through the collaborative applicant. Sue advised that her agency is interested in applying for funds.

### **ESG – Letters (Attachments)**

Anyone who is applying for ESG funds and need a letter from the Balance of State should email Casey. Casey has been sending those out letters as she sees the requests come through her email. If an agency has not received their letter it is because she's missed the email.

### **Eviction Moratorium**

The eviction moratorium has been halted but a judge is looking at it. Technically, the moratorium is supposed to end June 30<sup>th</sup>. The emergency assistance program is scheduled to start Monday. LHEAP winter program has been extended and can provide assistance. If an individual received a payment in the winter, then the individual is not eligible. They can only receive assistance if they have a past due balance, shut-off notice, disconnected, need utilities transferred, up for eviction and utilities are included, or their propane tank is at 10% or below. Applicants have to have all information with the application in order to submit it. Any utility company that falls under public service is required to give a COVID DPA to spread their bill over 18 month and not get disconnected. Applicants must keep the terms of the agreement, otherwise, the company can disconnect at the first breach of the agreement.

### **Adopt an LHC**

Each executive committee member will work with their local homeless coalition and will mentor another local homeless coalition. This is being done to provide executive leadership support to local coalitions and to assist coalitions in recruiting members. Assignments are as follows:

ARVAC/ARVAN & BBMN – Tim Riley

SWAP & Delta Hills – Sue Legal

Eastern Arkansas & Phillips – Josephine Flowers

Northeastern Arkansas & Mississippi – Casey Kidd

Toadsuck & RHC – Judi Lively

### **American Rescue Plan 2020 (EHV)**

Katie Peterson gave an overview of how to access housing choice vouchers that have been made available for individuals who are homeless, at risk of homelessness or fleeing violence. Monday, HUD notified the housing authorities across the country of how many vouchers they could receive. The minimum is 15. By May 24<sup>th</sup> the housing authority has to notify HUD of how many of the vouchers they will accept. July 1<sup>st</sup> is when the program goes into effect. Vouchers can be used for 9 years. Someone from each local homeless coalition should be reaching out to their local housing authority to determine the status of vouchers for their region. Ask the housing authority: What are their thoughts about taking their allocation of EHV? What can the local homeless coalition do to assist/support? There are some upcoming webinars regarding EHV. Vouchers are portable. Try to reach out to your local homeless authority by Wednesday of next week.

### **HNIS Steering Committee/Support**

There are a couple of committee slots ABoS has vacant. Casey made a call for volunteers to serve on the committee. Interested individuals should notify Casey by Thursday of next week.

## **Federal & State Reports**

### **HUD**

The Home American Rescue Plan is a new funding opportunity that will be coming available soon. Sandra encouraged board members to participate in the Friday Information calls. During these calls, participants have the opportunities to ask questions directly to HUD staff on these calls. Calls are held on Fridays at 1:30. There was no application this year; HUD is in the process of sending out awards.

### **DHS**

Lori Williams shared that ESG-COVID has a 20% spending rate that need to be happen by September. Lori will send an invitation to those who receive rapid rehousing funds to participate on a call to disseminate information regarding outreach for assistance.

### **HMIS**

No additional information was shared.



## **Coalition Reports**

### **ARVAC/ARVAN**

No report.

### **BBMN**

No report.

### **Delta Hills**

No report.

### **Eastern Arkansas**

Josephine Flowers reported that Eastern Arkansas held a meeting in April and one in May. The meeting in April focused on current members recruiting additional agencies to participate in the local homeless coalition and establishing bylaws. Three additional agencies attended the meeting in May: The Housing Authority, Marion School Systems and someone from the county. The bylaws are still being worked on.

### **Mississippi County**

No report.

### **Northeast Arkansas**

Meet in June

### **Phillips County**

Absent

### **RHC**

A meeting is scheduled for June 27. Working on rebuilding the coalition.

### **SWAP**

Michelle Sestili shared that SWAP is in a transition period. SWAP is working on bylaws. They are scheduled to meet next Thursday.

### **Toadsuck**

Melissa Allen shared that a meeting is scheduled. City Council voted to allow a homeless shelter to be built.

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, June 10, 2021. Minutes recorded by Josephine Flowers.

## **Arkansas Balance of State Notes from June 2021 Meeting**

Please see the notes below from Casey of our June 2021 Balance of State Meeting.

The individuals I have listed as attendees are: Tim Riley, Sue Legal, Chonda Tapley, Jessica Minton, Rebecca Hanlin, Tammy Smith, Shannon Haward, Lori Williams, Lurenda Duren, Josephine flowers, Alex Tinquist, Sandra Payne, Casey Kidd, Michelle Sestili, Myracle White, Alyssa Pickett, Sarah Fowler, Fred Teague, S. Johnson, Karen Brown, Katie Peterson and Ashley Tolman.

All—just following up on some items from the meeting today so that everyone can have a recap to refer back to:

I am sending out the powerpoint regarding Continuum of Care funding that has been presented by Sue Legal. If you have not reached out to her about presenting this at your LHC meeting, please do so. The Balance of State CoC would love to see more applicants for the continuum of care funding when the NOFA is released. Please review the powerpoint attached to see if this would be something you are interested in. Please let us know if you have questions.

If you do not plan to apply for CoC funding, please consider joining the Rank and Review Committee. We need 2 more people to assist us with the reviewing and ranking of the applications submitted for our CoC funding. Please let me know by June 30<sup>th</sup> if you are interested in participating.

If you are the chair of your LHC, please reach out to the housing authorities in your area that were awarded the Emergency Housing Vouchers to see if they accepted them and then to start discussing prioritizing as well as the MOU. Please let me know which housing authorities in your area did accept them, and then please set-up those meetings. If you need more information about the meetings, please let me know.

For those of you who were unable to join the call, I did announce that I have resigned my position at CRDC with my last day being 7/2. I will remain chair of the NEA LHC as well as the Balance of State Continuum of Care. After 7/2, communication will come from my person email which is [casey.hammond@hotmail.com](mailto:casey.hammond@hotmail.com), and you can reach me on my personal cell at 870-897-4033. After 7/2, good contacts at CRDC regarding programs will be April Sutton ([asutton@crdcnea.com](mailto:asutton@crdcnea.com) , 870-333-5134) and Alicia Whitlock ([awhitlock@crdcnea.com](mailto:awhitlock@crdcnea.com) , 870-243-2928). If a replacement is announced before I leave, I will also share that information with you.

**Arkansas Balance of State  
Continuum of Care Meeting  
July 8, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>                             |
|-------------------------------|---|
| ARVAN/ARVAC                   | Tim Riley                                     |
| Balance of State              | Sue Legal                                     |
| BBMN                          | Jessica Minton, William Tollett               |
| Central AR Coord. Entry       | Alyssa Pickett                                |
| Delta Hills                   | Shannon Haward, Shoshana Wells, Theresa Aasen |
| DHS                           | Lori Williams, Lurenda Duren,                 |
| Eastern Arkansas              | Josephine Flowers                             |
| HMIS                          | Alex Tingquist                                |
| HUD                           | Absent  |
| Mississippi                   | Absent  |
| Northeastern AR               | Anthony Baso, Casey Kidd, Marty Timmons       |
| Phillips                      | Absent  |
| RHC                           | LuGene Erwin                                  |
| SSVF-St. Francis House        | Absent  |
| SWAP                          | Michelle Sestili                              |
| Toadsuck                      | Judi Lively                                   |

Additional attendees included: Dr. Bala Simon with the State of Arkansas and Karen Brown with HUD-TA (Cloudburst).

**Call to Order**

The meeting was called to order via virtual platform at 11:10 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

An update was provided by Dr. Appathurai Balamurugan Simon (Dr. Bala) on the state of COVID-19 in Arkansas. Dr. Bala shared that the disease has to have a host in order to survive and that the best way of defeating it is through vaccination. Asked everyone to encourage vaccination.

**Approval of Minutes**

A motion was made by Tim Riley and seconded by Marty Timmons to approve the "meeting notes" from the June 2021 board meeting. Motion carried with a suggestion that the attendance for that meeting be attached to those notes.

## **Old Business**

### **Emergency Housing Vouchers**

Sue encouraged board members to check with their local housing authority regarding having an MOU in place and to see who they are partnering with. The housing authority would need to have an MOU in place with a service provider. The agency, as the referring agency, does all the leg work to get the individual in place for housing. Some states have put together a packet that streamlines the process by including all the information the housing authority needs and all the information that the referring agency needs. The following local homeless coalitions have or are working on getting their MOUs in place: ARVAC, Eastern Arkansas, Mississippi, NE Arkansas, RHC, SWAP and Toadsuck. The organizations that are questionable are BBMN, Delta Hills and Phillips.

## **New Business**

### **NOFA**

Casey shared that she would like to see more people within the continuum apply for funding. A tool for rank and review is being decided upon. A meeting may be set to review policies and procedures. Sue shared that she has only received one response from the questions she sent out to obtain information in preparation for completion of the NOFA. A date of July 16<sup>th</sup> was set for submitting that information back to Sue.

### **Facebook and Website**

Casey shared that a Facebook page and website have been set up. These are good tools for publically posting information regarding local homeless coalitions and for educating the public regarding what a local homeless coalition does.

Michelle Sestili shared some insight she gained from an article regarding the importance of obtaining input from the population served. The article highlighted how a facility for the homeless was built and individuals who were homeless refused to use it due to it having the flavor of a locked down facility.

### **New Member Invite**

The new Facebook page and website are good tools for growing participation in your local coalition.

### **Committee Participation/Objectives**

Casey encouraged board members to serve on a committee. Committee participants and responsibilities will be forwarded out later so that everyone is knowledgeable of the role the committee plays and the responsibilities each member has in fulfilling that role.

## **Federal & State Reports**

### **HUD**

No report.

### **DHS**

Lori Williams shared that they just started back processing funding this week so if payments are late that is why. The 2021-2022 applications have been reviewed and letters are anticipated to be sent out soon to determine which agencies met the minimum score criteria. Carryover requests for 2019 have to go before legislative review. Lori will notify if/when those funds can be spent. The Arkansas rent relief program is still available.

### **HMIS**

Alex reported that ESG-COVID reports will be run starting next week. Data quality framework reports should be run once per month so HMIs can stay ahead with the information on the reports being accurate.

## **Coalition Reports**

### **ARVAC/ARVAN**

No report.

### **BBMN**

No report.

### **Delta Hills**

The next meeting is scheduled for July 22<sup>nd</sup>.

### **Eastern Arkansas**

Josephine expressed appreciation to Sue Legal for presenting during Eastern Arkansas' last Local Coalition meeting, June 29<sup>th</sup>.

### **Mississippi County**

No report.

### **Northeast Arkansas**

Casey reported that NEALHC met in June. They are focusing on getting new members and working to make sure the public is educated on what they do. August 12<sup>th</sup>.

### **Phillips County**

Absent

**RHC**

The next meeting is scheduled for July 27<sup>th</sup>.

**SWAP**

The next meeting is scheduled for July 15<sup>th</sup>.

**Toadsuck**

Judi Lively shared that Toadsuck met yesterday to go through and formulate a cohesive response for the list of NOFA questions Sue sent out. Their next meeting is scheduled for next month.

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, August 12, 2021. Minutes recorded by Josephine Flowers.

**Arkansas Balance of State  
Continuum of Care Meeting  
August 12, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>                          |
|-------------------------------|--|
| ARVAN/ARVAC                   | Absent                                     |
| Balance of State              | Sue Legal                                  |
| BBMN                          | Jessica Minton, William Tollett            |
| Central AR Coord. Entry       | Absent                                     |
| Delta Hills                   | Shannon Haward                             |
| DHS                           | Absent                                     |
| Eastern Arkansas              | Josephine Flowers                          |
| HMIS                          | Absent                                     |
| HUD                           | Absent                                     |
| Mississippi                   | Tamika Jenkins                             |
| Northeastern AR               | Casey Kidd                                 |
| Phillips                      | Rosie Burton                               |
| RHC                           | Brandy Bradley                             |
| SSVF-St. Francis House        | Absent                                     |
| SWAP                          | Sarah Fowler                               |
| Toadsuck                      | Judi Lively, Nerissa Passmore, Patty Davis |

Additional attendees included: Dr. Bala Simon and Sedley Tomlinson with the State of Arkansas and Karen Brown with HUD-TA (Cloudburst). Casey Kidd shared that Karen Brown will be with Arkansas Balance of State monthly as our assigned technical supporter.

**Call to Order**

The meeting was called to order via virtual platform at 11:00 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

An update was provided by Dr. Bala on the state of COVID-19 in Arkansas. Dr. Bala shared how COVID progresses to a variant state and continued to encourage vaccination. Sedley Tomlinson discussed the quarantine houses located in the Little Rock area and invited continuum members to reach out to him if there were transportation issues getting individuals to the quarantine house. Sedley's contact number is 501-537-9691. There are challenges with transportation but Sedley expressed an interest to help however he can.

Casey reminded everyone of shelter precautions that could be taken to help in the prevention of the spread of COVID: watching capacity, proper PPE usage, social distancing, renewing local partnerships and winter planning.

## **Approval of Minutes**

A motion was made by Judi Lively and seconded by Tamika Jenkins to approve the "meeting notes" from the July 2021 board meeting. The motion carried.

## **Federal & State Reports**

Casey shared that the federal and state reports has been moved up on the agenda at the request of attendees so participants can share their reports and leave to attend to other business as needed.

### **HUD**

Absent

### **DHS**

Absent

### **HMIS**

Absent

## **Old Business**

### Committee Participation/Objectives

All committee assignments have been made. Those who did not volunteer a committee were assigned. Sue shared that she will forward the committee list and members out to the continuum.

### Presentation to LHC

Casey encouraged

Questionnaire

Sue has only received Delta Hills, SWAP, Northeastern Arkansas

## **New Business**

### **NOFA**

Casey shared that as of today the NOFA has not been announced.

- Presentation to LHC  
Casey encouraged all local homeless coalitions who have not invited Sue to their meetings to do her presentation about the NOFA to please do so. The Balance of State will like as many applicants as we can get to apply for funding.
- LHC Questionnaire Meeting  
Sue shared that she has only received questionnaire responses from SWAP, Toadsuck, North Eastern Arkansas, Mississippi County and Delta Hills. Casey encouraged each local homeless coalition to return their completed questionnaire in preparation for the NOFA. Some of the coalitions have found it helpful to complete the questionnaire when Sue visits their meeting.



- Applicants/Potential Applicants  
Casey emphasized the importance of inviting those who want to apply for funding and those who may be interested in applying for funding to attend local homeless coalition meetings and to attend Balance of State Meetings.

### **Eviction Moratorium Extension**

- Arkansas Rent Relief Program  
Casey shared that individuals who are in need of rent assistance can go to [ar.gov/rentrelief](http://ar.gov/rentrelief) to apply for assistance. The site will direct the user to the local organization that can provide assistance.
- ESG CV  
Casey reminded coalition members that the Emergency Services Grant COVID Vouchers are also available to assist individuals who are in need of help with rental costs.

## **Local Homeless Coalition Reports**

### **ARVAC/ARVAN**

No report.

### **BBMN**

Chonda Tapley shared that their local coalition met and discussed various aspects surrounding ESG Vouchers.

### **Delta Hills**

Shannon Haward shared that Delta Hills met. They too discussed ESG Vouchers as well as the MOU process for issuing those vouchers. Delta Hills reported having a couple new attendees at their meeting and stated that they are still searching for a community person to join their coalition who can represent children who are homeless.

### **Eastern Arkansas**

Josephine Flowers shared that Eastern Arkansas was scheduled to meet Tuesday but the meeting has been postponed to later this month.

### **Mississippi County**

Tamika Jenkins reported that Mississippi County did not have a meeting. Tamika requested tips for engaging housing authorities that are difficult to work with; Blytheville Housing Authority has been resistant to working with the Mississippi County Local Homeless Coalition. Chondra Tapley provided feedback on the overruling body for the housing authority.

### **Northeast Arkansas**

Casey Kidd shared that they rescheduled their meeting from yesterday to next week.

**Phillips County**

Rosie Burton shared that Phillips County local homeless coalition has not met. Rosie reported that they are trying to get the homeless shelter up an running. Dennis Williams has been extended the opportunity to join in on the effort. A coalition meeting is being planned for later this month.

**RHC**

Brandy introduced herself as new to Balance of State and shared that there is nothing new to report for RHC.

**SWAP**

Sarah Fowler shared that SWAP had gotten their MOU completed for the Emergency Services Vouchers. SWAP also contacted their local landlords association to establish a relationship with them and to determine their willingness to work with individuals who may become homeless. SWAP is currently in the process of rewriting their bylaws.

**Toadsuck**

Judi Lively shared that Toadsuck is scheduled to meet August 24, 2021.

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, September 9, 2021. Minutes recorded by Josephine Flowers.

**Arkansas Balance of State  
Continuum of Care Meeting  
September 9, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>                          |
|-------------------------------|--|
| ARVHAN                        | Tim Riley                                  |
| BoS Collaborative Applicant   | Sue Legal                                  |
| BBMN                          | Chonda Tapley                              |
| Delta Hills                   | Shannon Haward, Shoshana Wells             |
| DHS                           | Lori Williams, Nancy Mixon, Sandra Johnson |
| Eastern Arkansas              |  |
| HMIS                          |  |
| HUD                           | Sandra Payne                               |
| Mississippi                   |  |
| Northeastern AR               | Casey Kidd, Marty Timmons                  |
| Phillips                      | Rosie Burton                               |
| RHC                           |  |
| SSVF-St. Francis House        |  |
| SWAP                          | Michelle Sestili, Sarah Fowler             |
| Toadsuck                      | Patti Davis                                |

Additional attendees included: Ashley Tolman and Katie Peterson with HUD-TA (Cloudburst)

**Call to Order**

The meeting was called to order via virtual platform at 11:05 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

Dr. Bala was not on the call so Chair, Casey Kidd, reported that cases are still up, ICU beds are in short supply and 20 military medical personnel are coming to UAMS to assist. There is still a push for everyone to be vaccinated and several resources are available on the Department of Health website, on back of agenda and on the HUD exchange website.

**Approval of Minutes**

A motion was made by Chanda Tapley and seconded by Marty Timmons to approve the minutes from the August 2021 board meeting. Minutes passed with full approval.

**Federal & State Reports**

**HUD**

St Francis County Housing Authority has reached out to HUD for guidance on MOU for EHV vouchers. They contacted Tim at ARVAC but they do not cover the same area. Shannon with Delta Hills LHC has attempted many times to reach out to them with no answer. There are 3 PHA in the Delta Hills LHC and this is the only

one that they have been unable to reach. Due to no coordinated entry plan, each PHA receiving EHV vouchers needed to create an MOU with a referring organization within their jurisdictions.

## **DHS**

ESG 2021 regular: closing out the grants

ESG -CV: an email was sent out on how each agency with monies remaining plan to spend the grant down. Vaccine cash bonus is allowable

ESG 2022 regular – 40 awards were given for this year to include 3 new agencies, mandatory training will be September 17 at 10 a.m. to 2 p.m. An email will be sent out soon. Everyone connected to the grant awarded is required to attend.

## **HMIS**

Alex on vacation. Sue reported that Alex sent an email indicating a reminder that regular ESG reports are due by 9/24. PIT and HIC questions sent by HUD were answered and accepted.

## **Coalition Reports**

### **ARVAC/ARVAN**

Tim Riley: No report. No meetings scheduled

### **BBMN**

Chonda Tapley: Working on push for rent relief, EHV vouchers, The housing stock is low in their area. One landlord raised the rent from \$550 per month to \$1800 per month.

### **Delta Hills**

Shannon Haward: Meeting is scheduled for 23<sup>rd</sup> of this month. Still having a problem getting organizations to participate

### **Eastern Arkansas**

No one on call from this area. – No Report

### **Mississippi County**

No one on call from this area - No report.

### **Northeast Arkansas**

Casey Kidd: Last meeting was in August with Marty Timmons as lead. Sue went through the NOFO questionnaire during the meeting

### **Phillips County**

Rosie Burton: A meeting was held on August 30 with 8 in attendance. Josephine from EAR was the guest. They are trying to get back up and running. Received EHV, next meeting September 27

**RHC**

No one on call from this area. – No Report

**SWAP**

Michelle Sestili: SWAP has reorganized how it is operating. Each meeting now includes a training section. Working on new Bylaws to align with BoS Governance Charter and will be presenting at meeting next week (Sept. 16), also looking at messaging and marketing plans for recruitment of members.

**Toadsuck**

Patti Davis: Next meeting is Oct. 14 at 11 a.m. Nothing else to report

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, October 14, 2021. **General Meeting.**

Minutes recorded by Sue Legal in absence of Josephine Flowers.

**Arkansas Balance of State  
Continuum of Care General Meeting  
October 14, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>   |
|-------------------------------|---|
| ARVAN/ARVAC                   |   |
| BBMN                          | William Tollett, Rebecca Hanlin, Chonda Tapley  |
| Collaborative Applicant       | Sue Legal, OCYFS  |
| Delta Hills                   | Phoebe Curtis, Shannon Haward, Shoshana Wells, Theresa Aasen,   |
| DHS                           | Sandra Johnson, Nancy Mixon, Lorinda, Lorie Williams  |
| Eastern Arkansas              |   |
| HMIS                          | Alex Tingquist  |
| HUD                           |   |
| Mississippi                   | Tamika Johnson  |
| Northeastern AR               | Amanda Emerson, Casey Kidd, Marty Timmons,  |
| Phillips                      |   |
| RHC                           |   |
| SSVF-St. Francis House        |   |
| SWAP                          | Michelle Sestili, Sarah Fowler  |
| Toadsuck                      | Melissa Allen, Breanne Burton, Phillip Fletcher, Blaze Willey, Judi Lively, Myracle White, Narissa Passmore |

Additional attendees included: Ashley Tolman and Katie Peterson with HUD-TA (Cloudburst); Trisha Moore with Unite and Shawanna Rodgers

**Call to Order**

The meeting was called to order via virtual platform at 11:05 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

Dr. Appathurai Balamurugan Simon (Dr. Bala) was not present on this call so Casey Kidd reported on what she knew regarding the state of COVID-19 in Arkansas. Casey indicated that the group should begin winter planning now so as to have plans when the weather turns colder.

**Approval of Minutes**

A motion was made by Melissa Allen and seconded by William Tollett to approve the minutes from the September 2021 board meeting. Minutes passed with full approval.

**Federal and State Reports**

**HUD:** No one present on call

**DHS:** Lorie Williams stated that reports are due in November. Regular ESG; closing out FY 21 grants Invoices need to be in by November 20. If earlier invoices have not been processed or submitted, need to get with your grants analyst to get payment. ESG-CV % has not been met, they will be submitting a spending report and projections from agencies. 80% of total needs to be spent by March.

**HMIS:** Alex Tingquist reported that he has completed the questions for the NOFO but needs access to complete. Reporting is on time

### **Old Business:**

- **NOFO:**  
All applications are due in eSnaps by 5 p.m. on October 15, 2021. Applications will then be sent to the R & R committee to be reviewed and ranked.
- **Training:**  
Trauma Informed training provided by Collaborative Solutions will be offered on 2 different dates. Please take advantage of this training and sign up for one or the other date at the links below:

Nov 2nd Webinar Registration link

<https://us06web.zoom.us/j/84674998667?pwd=YVliMHBRcjRvcG9kSXZ5QlVrU3d6Zz09>

Nov 5th Webinar Registration link,

<https://us06web.zoom.us/meeting/register/tZAsc06hqj0uHtMlbFSZngVgnCNH2QDlteix>

The next training will be on Motivational Interviewing and will be scheduled for sometime in February 2022

### **New Business**

- Casey announced that our Vice Chair, Tim Riley, is no longer with ARVAN and has also quit as chair of the BoS. We are in need of a new VP. Judi Lively is the Chair of the Nominating Committee and will be taking nominations to be voted on at our next meeting. Nominations can be made by emailing Judi at [bhouse@conwaycorp.net](mailto:bhouse@conwaycorp.net)
- PIT count dates have been determined according to requirements by HUD that we choose a 24 hour period within the last 10 days of January. The Executive Committee has decided that the AR BoS will do our counts on January 27, 2022 with a backup date of January 29, 2022
- Annual Planning Report of activities completed during the previous year was given by our Collaborative Applicant, Sue Legal. Highlights include the creation of a website and Facebook page, completion of Governance Charter with Board involvement, oversight of the 2021 point in time count during the COVID 19 pandemic and ensuring everyone volunteering and persons contacted were safe with available PPE equipment. And startup of Delta Hills LHC coalition meetings

- Coordinated Entry committee members: need 1 person per LHC to engage in committee. Some LHC has a member included within the committee and for those not having a representative, Sue will be reaching out to request a representative.

## **Coalition Reports**

### **ARVAC/ARVAN**

Absent

### **BBMN**

Chonda reported that they met over a month ago and will be scheduling a meeting soon. This will be the 4<sup>th</sup> year of their warming center. Chonda also asked for assistance due to opposition to a shelter being opened in their area.

### **Delta Hills**

Trying to get participation up within their LHC. No update on EHV. Next meeting will be in November

### **Eastern Arkansas**

No report

### **Mississippi County**

Meeting next month and have submitted an application for the NOFO

### **Northeast Arkansas**

Meeting scheduled for November

### **Phillips County**

Absent

### **RHC**

Absent

### **SWAP**

EHV – 3 placements have been made, Next meeting will be next week to review the By-Laws with the hope of approval, A workforce housing committee has been created to look at affordable housing issue. A Housing Impact Plan is in the works through CDBG. A warming shelter has been secured. SWAP has determined that affordable housing should be called workforce housing as this is a better representation of the wording.



**Toadsuck**

Next meeting will be in 2 weeks, they have a winter warming station, the homeless shelter construction costs have been put off, and Project Homeless Connect is in process of submitting bids to purchase a van to use for their street outreach program to engage with their unsheltered neighbors. The van was purchased through ESG-CV funds and is a box van with a lift that will be outfitted with shelving and hot box for meals, computer station for services

Sue requested that each LHC include her on email invites to meetings so that she can attend when possible.

With no other discussion, the meeting adjourned.

The next meeting is scheduled for Thursday, November 11, 2021. Since this is a holiday (Veteran's Day) Casey will be sending out a survey for selection of a new date.

*Minutes recorded by Sue Legal*

**Arkansas Balance of State  
Continuum of Care Meeting  
November 10, 2021**

| <b>Coalition/Organization</b> | <b>Attendees:</b>                                    |
|-------------------------------|--|
| ARVAN/ARVAC                   |  |
| BBMN                          | William Tollett, Jessica Munton, Cassie              |
| Collaborative Applicant       | Sue Legal, OCYFS                                     |
| Delta Hills                   | Shannon Haward, Shoshana Wells                       |
| DHS                           | Sandra Johnson, Nancy Mixon, Lorinda, Lorie Williams |
| Eastern Arkansas              | Cassie Rutledge, Josephine Flowers                   |
| HMIS                          | Alex Tingquist                                       |
| HUD                           |  |
| Mississippi                   | Tamika Jenkins, Lisa Willard                         |
| Northeastern AR               | Casey Kidd, Marty Timmons,                           |
| Phillips                      |  |
| RHC                           | Paul Henley  |
| SSVF-St. Francis House        |  |
| SWAP                          | Michelle Sestili                                     |
| Toadsuck                      | Patricia Davis, Melissa Allen, Judi Lively           |
|                               | Alyssa Pickett                                       |

Additional attendees included: Ashley Tolman, Katie Peterson, Austen Smith, and Scott Pruitt with HUD-TA (Cloudburst); Dr. Appathurai Balamurugan

**Call to Order**

The meeting was called to order via virtual platform at 11:05 am by Balance of State Chair, Casey Kidd.

**COVID-19 Update**

Dr. Appathurai Balamurugan Simon (Dr. Bala) reported that the numbers are steadily going down with number of persons being vaccinated going up. Kids age 5 and up are now eligible for the vaccine. Arkansas is now moving to a more manageable phase. He recommended that we continue to mask when in high risk areas indoors with many persons. The quarantine and isolation facility is now closed due to no clients it is not cost effective to continue at this time but will be available in the future if the need arises. There are CDC grants that are becoming available for helping homeless shelters and will be working with the BoS to disseminate funds. Operation Compassion with Jared Ritchie is continuing to provide vaccines to the homeless and shelters. Boosters are available and looking at the booster being active for 6 months at this time. Boosters are available in all types. Ages under 5 vaccine may be available in the spring of next year.

### **Approval of Minutes**

Minutes for the October meeting had not been sent out to Board prior to meeting so approval will wait to December meeting for approval with November minutes.

### **Federal and State Reports**

**HUD:** No one present on call

**DHS:** No one present on call

**HMIS:** Alex Tingquist reported that he has been assisting with all CoCs in completing HMIS sections in NOFO. ESG-CV reporting is coming up. There will be a training on December 2, time to be announced but most likely beginning at 9 a.m. They are still working out the content at present and hope to have an email sent by Friday of this week. Please block off time for this training.

### **Committee Updates:**

- **Coordinated Entry:**  
We are putting together a committee that will include at least one person from each LHC. We still need someone from Phillips and
- **Rank and Review:**  
The committee consisted of Casey Kidd, Shannon Haward, Jessica Minton, William Toillet, and Patty Davis. Casey had a conflict through one of the applications so acted as lead and technical advisor only. The committee has completed their review and rankings which will be posted and applicants notified within the next couple days. They intend to meet for debriefing during the first week in December and will continue to meet to create a more concise procedure for future years.

### **Old Business:**

- NOFO is due to HUD on November 16, 2021 by 5 p.m. Sue is continuing to work on this and may have questions for members that will need immediate answers.

### **New Business**

- **Election of new Vice Chair** The only nominee was Shannon Haward who was voted in per chat to Casey (Chair) to replace office vacated by Tim Riley's unexpected leave.
- Scott with Cloudburst presented a Power Point on steps for the Point in Time Count. Slides will be sent out to all for use with your LHC.
- Need to determine a lead person for each LHC and send to Sue by November 19 with name, phone number and email

### **Coalition Reports**

#### **ARVAC/ARVAN**

Absent

**BBMN**

Jessica Minton – No meeting scheduled

**Delta Hills**

Shannon: Trying to get participation up within their LHC. No update on EHV. Next meeting will be in November 18, 2021 at 11 a.m.

**Eastern Arkansas**

Josephine: Next meeting is Tuesday November 16, 2021 at 9:30 a.m. They have issued 11 EHV with 4 remaining to distribute

**Mississippi County**

Lisa: met yesterday and are continuing to gain new members

**Northeast Arkansas**

Casey: next meeting is 11-20-21 they have changed the date to fall after the BoS meeting so that updates will be new Getting a head start on PIT preparation and the lead in each county has been identified

**Phillips County**

Absent

**RHC**

Paul: Rescheduled their meeting to 11-30-21

**SWAP**

Michelle: Next meeting is 11-18-21 at 2 p.m. Met on 10-21 with discussions on shelter plans for quarantine and emergency shelter whether to build or buy and rehab. EHV has housed 6 with 4 waiting and 4 veterans have been placed through VASH which has been reallocated to Hot Springs from Little Rock offices.

**Toadsuck**

No information

Sue requested that each LHC include her on email invites to meetings so that she can attend when possible.

With no other discussion, the meeting adjourned.

The next meeting is scheduled for Thursday, December 9, 2021.

*Minutes recorded by Sue Legal*

**Arkansas Balance of State  
Continuum of Care Meeting  
December 9, 2021**  
(corrected 1/13/21)

| <b>Coalition/Organization</b> | <b>Attendees:</b>   |
|-------------------------------|---|
| ARVAN/ARVAC                   | Absent  |
| Balance of State              | Sue Legal   |
| BBMN                          | William Tollett   |
| Central AR Coord. Entry       | Absent  |
| Delta Hills                   | Shannon Haward, Shoshana Wells  |
| DHS                           | Lurenda Duren   |
| Eastern Arkansas              | Cassie Rutledge, Josephine Flowers  |
| HMIS                          | Alex Tinguist   |
| HUD                           | Absent  |
| Mississippi                   | Tamika Jenkins  |
| Northeastern AR               | Casey Kidd,   |
| Phillips                      | Absent  |
| RHC                           | Absent  |
| SSVF-St. Francis House        | Absent  |
| OCYFS                         | Michelle Sestili, Sarah Fowler  |
| Toadsuck                      | Blaze Wiley, Judi Lively, Lacey Outlaw, Melissa Allen, Nerissa Passmore, Patty Davis, |

Additional attendees included: Dr. Bala Simon with the State of Arkansas and Ashley Tolman, Austen Smith, Katie Peterson and Rori Durham with HUD-TA (Cloudburst).

Also attending for various coalitions: Brittney Smith, Gabe Simon, Michelle Simons and MM Mixon.

**Call to Order**

The meeting was called to order via virtual platform at 11:00 am by Balance of State Chair, Casey Kidd.

**Roll Call**

A welcome was given and roll of attendees was recorded.

**COVID-19 Update**

An update was provided by Dr. Bala on the state of COVID-19 in Arkansas. Dr. Bala shared that vaccinations should be ready for ages 5 and under around February and March. Not much is currently known about the impact of the new Omicron variant. It will take another couple of weeks until this can be determined. The State of Arkansas received funds from the CDC for a Homeless Shelter Coordinator to work with the Balance of State.

**Approval of Minutes**

A motion was made by William Tollett and seconded by Shannon Haward to approve October 2021 minutes. A motion was made by Judi Lively and seconded by William Tollett to approve November 2021 minutes. Both motions carried.

## **Federal & State Reports**

### **HUD**

Absent

### **DHS**

Lurenda shared that the 2021 fiscal year has ended; there are "9 outstanding agencies". A request was made by the Balance of State for a list of the most recent grantees. Lurenda stated that a list would be sent out to the Balance of State.

### **HMIS**

Alex requested that agencies have their ESG COVID data entered in HMIS by the 20<sup>th</sup> so he can run reports. Alex reported that he and Eric did an HMIS training last Friday.

## **Old Business**

### **PIT Count Planning**

PIT Count Coaches are needed for each local homeless coalition to serve as the lead for the homeless count. So far, the only responses received are from OCYFS and NEA. Cassie Rutledge stated that she will be the coach for Eastern Arkansas. Judi Lively stated that she will be the coach for Toadsuck. The training for the PIT Count APP is January 13, 2021, at 10:00, right before board meeting.

### **Collaborative Applicant**

Acting on behalf of Balance of State, the board's responsibility is to do due diligence in making sure the collaborative applicant and HMIS fulfill their responsibilities. In relation to the collaborative applicant responsibilities, Sue Legal provided an update. Sue shared that she will retire the end of next year and her executive director initially decided that he did not want the agency to continue as collaborative applicant. Sue reports she reached out to some of the coalitions, particularly, United Way of the Ouachita, who was interested in becoming collaborative applicant. United Way was onboard and vested to replace OCYFS as collaborative applicant. However, OCYFS's executive director had a change of mind and wants to continue as collaborative applicant "for the time being"; he would like more information. Sue reported that after she retires, she will work contract with OCYFS and can continue writing the grant. The plan is to hire an assistant who will learn the position and stay with whomever the collaborative applicant is. A part-time position for the assistant has been written into the grant. A discussion was held regarding the likelihood of maintaining an individual in a position that is part-time and the likelihood, if there is turnover, of the individual getting the level of skill Balance of State expects them to have to write the grant. Sue committed to reviewing the budget allocations to see if it allows for the position to be changed to full-time. A request was made by Juli Lively for the board to be given the opportunity to construct a pros/cons list outside of today's meeting regarding OCYFS – Ouachita assuming the collaborative applicant role. No motion or vote was made but all agreed that further discussion was needed.

## **New Business**

### **ADH Funding Opportunity**

There will be an opportunity to apply for funding for PPE products. Once the information is received, it will be forwarded out to coalitions. A discussion was held regarding the masking protocols that each Shelter is using. Standards varied. At best, it is challenging to get clients and staff to mask up at all times. Katie shared that there is an option to require masks in shelters.

### **2022 Meeting Calendar**

The 2022 calendar has been sent out along with the planning calendar.

## **Committee Updates**

### **Committee Lists**

The committee list has been sent out. Please review. Ask questions if you don't know what the responsibilities are for the committee you are assigned to. Respond if you are assigned to a committee and cannot fill duties.

### **Coordinated Entry**

The Coordinated Entry committee will meet in February. Josephine Flowers has been assigned as chair. An in-person meeting is planned for February 2022. The plan is to use a game to simulate the coordinated entry process. The exercise will be conducted by Cloudburst.

### **Rank and Review Committee**

Results from the Rank and Review Committee were made available via the web site. There is a plan to come up with "best practices" to make the application process easier.

## **Local Homeless Coalition Reports**

### **ARVAC/ARVAN**

No report.

### **BBMN**

Absent.

### **Delta Hills**

Shannon Haward shared that Delta Hills had a meeting last month and went over PIT information. A meeting is planned for December 15. Regarding vouchers, Lee County has not used any of their vouchers. St. Francis County has 9 vouchers left and Pocahontas has 5 vouchers left.



### **Eastern Arkansas**

Cassie Rutledge reported that Eastern Arkansas had their quarterly meeting and not many people showed up. A discussion was held regarding the current number of vouchers and the types of housing assistance available in Crittenden County. Planning for the PIT count was discussed. We will have additional volunteers this year to assist with the count due to Cassie getting commitments from a men's non-profit group in the community. Eastern Arkansas did not have an application for permanent housing submitted with the most recent grant. Josephine Flowers expressed her disappointment at not receiving additional notification that MSHS application had not been submitted and at only finding out after the rank and review had been completed. This year's grant would have been the first for EA that MSHS applied for after the City of West Memphis just passed the lead to MSHS. After 12 or more years of participating, we will not have a grant to cover the 70 – 100% rent we pay for the clients we serve.

### **Mississippi County**

Tamika Jenkins reported that Mississippi County met in November to discuss the PIT. There has been turnover with the school's homeless coordinator. There is also a new DHS supervisor. Mississippi County plans to work with police department to yield a better PIT count this year.

### **Northeast Arkansas**

Casey Kidd shared that a meeting was held in October. A PIT Count committee has been put together since the October meeting. The committee has met and discussed ways to get additional people involved.

### **Phillips County**

Absent

### **RHC**

Absent.

### **OCYFS**

Sarah Fowler shared that OCYFS had a meeting in November. Each of the committees provided a report to the coalition. Not all of the ESG vouchers have been given out. A meeting is scheduled for next Thursday. OCYFS is organizing for the PIT count. OCYFS will also be approving their final updated bylaws soon.

### **Toadsuck**

Judi Lively shared that Toadsuck is scheduled to meet next Tuesday.

With no other discussion, the meeting adjourned. The next meeting is scheduled for Thursday, January 13, 2022. Minutes recorded by Josephine Flowers. Corrected 12/15/21,