

Carroll County, MD Circle of Caring Homelessness Board

Continuum of Care – Executive Board

Meeting Date: August 25th, 2025

Time: 2:30 pm-4:30 pm

Location: In-person at The COVE

Chair: Celene Steckel

Topic Discussion

Attendance - Jason Martin, Kevin McGinnis, Stephanie Powers, Chris Burge, Bobbie Lawrence, Scott Yard, Carly Long, Emma DiBlasi, Joanna Waters, Amy Baker, Gina Valentine, Vicky Kretzer, Debby Standiford, Stephanie Halley, Corey Hardinger, Celene Steckel, Ed Singer, Jennifer Graybill, Melissa Zahn, Danielle Stansbury, Steven – intern at HSP

1. Welcome and Introductions

2. Approval of the July 28th Minutes

- Chris Burge motions to approve
- Ed Singer seconded
- Minutes approved without objection

3. Shelter Utilization Review

- Shared HSP excel report
- Will have final FY25 numbers by September
- Overall served less in FY25 than in FY24
- Amy Baker to provide PATH data to add to the utilization update
- PATH
 - i. Have provided outreach to 102 participants
 - ii. Enrolled over 70+
 - iii. Positive outcomes for housing are low
 - iv. No veterans are being served
 - v. Have more male participants than female; age group 39-54 years old
 - vi. Will send numbers for FY25
- Exits to perm housing are declining since 2020
- New NOFO projects for transitional housing

4. Upcoming COC NOFO Application Update – Carly and Debby

- Nothing official has come out since our last meeting
- Funding Street Outreach and Transitional housing
- Rapid ReHousing not to be funded as perm housing

5. Discussion on new policies for NBN shelter related to capacity restrictions/CE Requirements

- Added in based on vulnerability under new participants
- Define services
- Change of funding source
- Medical accommodation needed if you cannot use a top bunk
- In order to stay in shelter need to enroll in Coordinated entry within 30 days

6. Habitat Project – Jenny Graybill

- Habitat for Humanity is building 25-30 houses behind the Health Department
- The entire site has been surveyed
- Geo map of area and plotted out where the encampments are
- Need to have a plan for exit strategy of 13 individuals
- Will have short term and long-term housing options and will allow pets
- Provide a joint letter from the County and the Health Department for the encampments

7. Subcommittee Updates:

- **Data Committee – Carly Long and Emma DiBlasi**
 - i. Updating case conferencing report with HSP on Built for Zero
- **Lived Expertise Advisory Board – Amy Baker and Chris Burge**
 - i. Finalizing Charter
 - ii. Holding Officer elections next month
- **Advocacy Subcommittee – Stephanie Halley and Dave Drezner**
 - i. Working on 1 page information sheet about the Circle of Caring
 - ii. Committee Chairs Stephanie Halley and Dave Drezner; Secretary Carly Long
 - iii. Focusing on building relationships
- **Access to Housing – Celene Steckel**
 - i. Final Housing Work Group this evening from 5-7pm
- **Systems of Care – Scott Yard**
 - i. Finalizing an MOU with hospital and treatment centers and a mission statement
 - ii. Goal is to have no discharges to shelters without proper communication
- **Ad Hoc – Carly Long**
- **Coordinated Entry – Jennifer Graybill**
 - i. Next meeting in person training on new UDA and Needs Assessment
- **Ending Veterans Homelessness – Bobbie Lawrence**
 - i. Working on finalizing report for the Kahlert grant
- **Youth Homelessness – Ed Singer**
 - i. No meeting; we meet quarterly
 - ii. Working on solutions for kids at a transitional age with nowhere to be and not fit for adult shelter
 - iii. YAB – planning a hygiene drive; outreach at Back-to-School event ; printing out a brochure for the community
- **Outreach**
 - i. Have a full calendar for Fall activities
 - ii. 10 Resource packets made and ready to hand out
 - iii. Handed out packets at carnivals
 - iv. Pop up event at The Scenic Hotel

*The next Executive Board Meeting will take place in person on Monday, September 22nd from
2:30pm to 4:30pm at The COVE*