

Carroll County, MD Circle of Caring Homelessness Board

Continuum of Care – Executive Board

Meeting Date: June 30th, 2025

Time: 2:30 pm-4:30 pm

Location: In-person at The COVE

Chair: Celene Steckel

Topic Discussion

Attendance - Jason Martin, Ed Singer, Yolandie Els, Celene Steckel, Danielle Yates, Kevin McGinnis, Stephanie Powers, Chris Burge, Bobbie Lawrence, Kaysy Crumley, Scott Yard, Jennifer Graybill, Carly Long, Lisa Crooks, Nicole Jackman, Emma DiBlasi, Joanna Waters, Marie Liddick, Amy Baker, Gina Valentine, Sue Doyle

1. Welcome and Introductions

- Nicole Jackman – Springboard had a fundraiser last Saturday, Inked with Hope
- HSP fundraiser Grilling for Good at Island Green

2. Approval of the April 28th Minutes

- Scott Yard motions to approve
- Jennifer Graybill seconded
- Minutes approved without objection

3. Shelter Utilization Report – Scott Yard

- Shared HSP excel report
- HSP experiencing lots of individuals with pets that aren't service related and do not want to surrender to enter shelter, creating a lot of street homeless or people living in cars
- Night by Night currently not accepting new admissions
- Manchester pet pantry has been able to assist with donating lots of food
- It would be helpful to have someone from LifeBridge or Navigation sit on the CoC Exec Board

4. FY26 HSP Grant application (Carly/Debby)

- Approved for our higher budget request of \$773k
- Still waiting on the grant agreement from the State
- HSP grant supports the Night-by-Night shelter, Rapid ReHousing, Youth Rapid ReHousing, Street Outreach, Housing Stability services, and stipends to the Lived Expertise Advisory Board
- Carly Long in her new position as COC Coordinator is supporting all subcommittees making sure work ad objectives are being completed

5. Subcommittee Updates:

- **Data Committee – Carly Long and Emma DiBlasi**
 - i. Have not received an addendum with opt out information
 - ii. Not starting to collect data until all CoCs are in compliance with the State
 - iii. A new universal data assessment tool has been developed and implemented
 - iv. Training on new tool is ongoing with a launch date of July 1st
 - v. Submitted the PIT and HIC counts to the State
 - vi. MD Quality Data Collaborative still ongoing and currently submitting to the State which should lead to a creation of a Dashboard at the State
- **Lived Expertise Advisory Board – Amy Baker and Chris Burge**
 - i. Working on nominating positions and officers
 - ii. Dutterers Park will be acting as a soup kitchen on July 4th
 - iii. Rental application fee Fund will be starting soon, but some funds have fallen through
 - iv. Working on establishing free haircuts for the homeless starting in late September, and customer service survey for homelessness resources
 - v. Drafting a charter for the subcommittee complete with a mission statement and vision
 - vi. Will be present at the Westminster Pride event upcoming
 - vii. Access to cooling centers when the temperatures call for them to be open
 - viii. Setting up a meeting with the landlord board to discuss application fees
 - ix. Working on housing voucher trainings for the subcommittee at the library
- **Advocacy Subcommittee – Stephanie Halley and Dave Drezner**
 - i. Had their second meeting
 - ii. Need someone from HSP to sit on the subcommittee
 - iii. Andrea Berstler, Pam Meister, and a voice from the Kahlert foundation sitting on committee
 - iv. Developing a one-page information sheet what is the focus of the committee
 - v. Carly Long serving as secretary
- **Access to Housing – Celene Steckel**
 - i. Master Plan workgroups meeting every other week are ongoing; next meeting is next Monday
- **Systems of Care – Scott Yard**
 - i. Creating 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**
 - i. Going live tomorrow with the new Coordinated Entry and needs assessment– first implemented for Family shelter and then Adult only
 - ii. Coordinated entry is a process to prioritize people to receive services
 - iii. Needs assessment tool – determines how vulnerable people are; most vulnerable get services first based on individual needs, large families, and aging population
 - iv. Went to all subcommittees for feedback

- v. We have a new draft to review and present to the Executive CoC – Needs Assessment Tool
- vi. Start new Needs Assessment Tool on July 1st
- vii. Adult Only restructure first and then Rapid ReHousing
- **Coordinated Entry – Jennifer Graybill**
 - i. No updates
 - ii. Training continues on the new Needs assessment and coordinated entry process
 - iii. Co case management moving forward
- **Ending Veterans Homelessness – Bobbie Lawrence**
 - i. Met last month and reviewed cases of 15 active veterans
 - ii. Supporting a few veterans with emergency housing
 - iii. VASH vouchers are expected by July for those in emergency housing
 - iv. Submitting application for funding to the Kahlert foundation
- **Youth Homelessness – Ed Singer**
 - i. Next meeting is next week for the YHSC
 - ii. Talking with Shepherd Staff on getting feedback from youth on how we can better serve them
 - iii. DSS has asked to be included on the agenda to talk about youth coming out of foster care
 - iv. Starting this fall, we will be counting homeless youth
 - v. Enough Act Survey wrapping up in next two weeks; have struggled with getting Hispanic population feedback
 - vi. Steering committee will meet and will enlist community engagement before finalizing a report
 - vii. Need to pull back in and meet with the United Workers
- **Outreach**
 - i. Have seen a steady decline in Taneytown Resource Fair for the 3rd consecutive year
 - ii. Going to reassess planning resource fairs and brainstorm new ways to get population involved
 - iii. Focus on creating strong resource packets, pop up events at agencies that draw the most traffic, and continue to have a presence at the Drive thru Food distributions
 - iv. Suggestion from Stephanie Powers about having a Trunk or Treat resource fair
- **Additional Comments:**
 - i. Capacity restrictions for Night by Night shelter – discussion about when and how do we cap capacity
 - ii. Requiring mandatory coordinated entry after one week
 - iii. 38 individuals are capacity: 20 men and 18 women

***The next Executive Board Meeting will take place in person on Monday, July 28th from
2:30pm to 4:30pm at The COVE***