

**STEERING COMMITTEE MEETING
JANUARY 8, 2025 @ 3:00 – 4:30PM
IN PERSON WITH VIRTUAL OPTION
28 PENN SQUARE – FIRST FLOOR BOARD ROOM**

MINUTES

Attendance: Lisa Colon, Jeffrey Martin, Mandy Mastros, Deb Jones, Jody Heinrich, Jimmy Reichenbach, David Nagel, Barry Surrent, Josiah Huyard, Jenn Rummel, Becca Moyer, Justin Eby, Julie Holtry, Lisette Rivera, Marjorie Shaffer, Juno Rigard, Lisa Greener and Beth Dreyer-DeGoede
Regrets: Jack Crowley, Kate Zimmerman, Andrea Heberlein, Craig Walt and Alice Yoder

1. Welcome from Deb. Andrea and Craig were unable to attend. Jeffrey Martin offered to chair the meeting for today. Lisa C. made a motion to approve, Barry seconded and it was approved. Everyone introduced themselves.
2. Approval of November 13th Meeting Minutes – minutes were distributed via email. Mandy made a motion to approve, Jimmy seconded and they were approved.
3. Steering Committee Member Updates – Deb said that the steering committee has a full roster. We are close to securing a new chair and may have a special meeting to meet the candidate and have a vote. A packet of information will be distributed prior to the special meeting. If they are approved, they will have a period of mentorship and coaching with Andrea.
4. Service Delivery Discussion
 - What are some wins for 2024? Jeffrey said getting the shelter up and running before the end of the year. Mandy and Justin said the Homeless Advocacy Board and their joining the conference in California and having a voice in the community. Justin said the 2 Continuum of Care meetings. Julie noted more community partnerships are blossoming. Jenn congratulated Marjorie on her promotion. Marjorie said Foster Youth to Independence vouchers, expanded City Street Outreach. Mandy said the day of remembrance. Josiah said the Community Engagement Team’s neighborhood forum before the shelter opened. David also said the day of remembrance and the coverage from the media, he also noted the Lancaster County Homelessness Proclamation. Deb noted that the data we are collecting and the analysis of that data has never been stronger (kudos to Christopher). Marjorie noted that David has housing!
 - What are some of the areas the Steering Committee should aim toward in the upcoming year? Jeffrey would like to see a stronger response to the involuntary disbursement of encampments. Mandy would like to have a stronger community education piece. Barry would like to see more discussion on the governance board and more awareness/focus towards the Prince Street Community Hub. Mandy agreed on the governance discussion and the role of the steering committee. Mandy also said that in light of the person who passed away, that a process is needed to support the team. Julie said that there is a group at Community Care or Hospice who can help with this. Josiah said that organizational capacity is needed at nearly all of our providers. Deb said we need increased funding to sustain the services.
5. Homeless Advocacy Board Updates – David reported the HAB went to a National Lived Experience Leadership conference in San Jose, California with Marjorie, Mandy and 4 other HAB members. They needed to apply and were accepted for this. They led a 1.5 hour session on “Lived Experience Advisory Board Fishbowl” which was well received.

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6. Office for Coalition Updates (Written Report) – Deb’s written report was sent via email prior to the meeting. The capital campaign slide deck will be distributed. Deb gave kudos to Tenfold for running the temporary shelter in their garage since November.
 - Clay Street Emergency Shelter – Josiah said that ECHOS is averaging mid 20 people per night at their shelter (they are limited to folks in the Etown area). Columbia is averaging 20 people per night (they have added 10 beds during Code Blue). Good Sam has 10 people per night. Tenfold was up to 60 people per night and are now balancing between Clay Street. David asked if the folks from Tenfold were going to Clay Street, and they are but it might not be a complete turnover because of a few policy differences. Marjorie noted there were 150 unique folks who stayed at the Tenfold shelter. Josiah noted there has been a lot of coordination amongst providers for this current Code Blue. Barry said that the foldable map with services that was created by Mandy has been very helpful.
 - External Relations (Community) – Deb said that our office is often caught in the middle. It can be confusing and challenging. Jeffrey said there needs to be clearer delineation between Justin and Deb on who should be the point person. Justin suggested there should be a voice from the steering committee as well. Jeffrey suggested the new chair could/should be this person. Mandy said we should also convey that we don’t always know the full story. We can create some prepared statements.
 - Homeless and Housing Strategic Plan (three year) – Justin reported that the RFP went out and we received 14 proposals from across the country. Our staff are narrowing down the proposals and then will bring some in for a presentation to the Strategic Plan steering committee. \$80,000 secured in funding.

7. Homeless Assistance Program Funds FY24 (Supplemental) – Deb noted there was a 1-page proposal that was distributed to the Steering Committee. For this year (July 1, 2024 – June 30, 2025) the O4C is recommending using the additional HAP funds for Code Blue/Red, day shelter and client financial assistance for prevention programs. Next year’s funds will be included in the 25/26 joint funding. Julie asked how the funding for day shelters would be addressed. Deb said we would determine a per day amount to give to them. Julie suggested that any additional funds in any category could roll into any of the other categories. Julie made a motion to approve the proposal with her suggestion of rolling the funds, Barry seconded and it was approved. The LCHRA board will also need to approve as does the Lancaster County Commissioners.

8. Point In Time Update – Marjorie said the count will be held January 22, 2025. They have 48 volunteers. Concern is that folks are more dispersed this year than last year. Street Docs are helping with maps. She said they are creating an opportunity for media to learn and discuss on January 17 to try to keep them at bay during the actual count. Juno said that she felt it was inappropriate for media to be at the count which is why Marjorie wants to have a staged event for the media. They will be using electronic surveys this year. Julie asked if there would be paper options as well for those who are leary of electronic surveys and they will. All steering committee members are encouraged to join. David asked if the survey should be translated into Spanish and Marjorie said yes.

9. Action Team Updates – Action Team Chair (report-out)
 - Grants and NOFO Teams – Lisa C. does not have any updates
 - Nomination – Deb said that the nomination for the chair position should be coming soon

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- Community Engagement – Mandy said they have identified areas of community education that is needed and will be creating some infographics (paper and electronic).
- Housing Impact – Lisa G. (chair) and Julie (vice chair) – Lisa said they coordinated an effort in November with the Homelessness Service Providers Network meeting.
- Health – Jeff said they continue to meet to discuss about ways to communicate. Have given sharp containers and an AED to the shelter. Becca is joining this Action Team and they will meet again in February.
- Governance Work Group – Deb said they will meet soon.

Handouts: November 13 Meeting Minutes, Director’s Report, HAP FY24 Proposal

Steering Committee 2025 Schedule: January 8, March 12, May 14, July 9, September 10, November 12

Upcoming Events:

- January 22, 2025: Point In Time Count (volunteers needed)

Mission: Together the Coalition provides quality, personalized human and housing services for all individuals and families facing or experiencing homelessness, and ensures homelessness is rare, brief, and non-recurring.