

**STEERING COMMITTEE MEETING**  
**NOVEMBER 13, 2024 @ 3:00 – 4:30PM**  
**IN PERSON WITH VIRTUAL OPTION**  
**28 PENN SQUARE – FIRST FLOOR BOARD ROOM**

**ATTENDANCE:** Jack Crowley, Andrea Heberlein, Justin Eby, Becca Moyer, Deb Jones, Jessica Smith, Craig Walt, Alice Yoder and intern Martina, Julie Holtry, Josiah Huyard, Kate Zimmerman, Lisette Rivera, Barry Surrett, Christopher Thomas, Jenn Rummel, Jody Heinrich, Jeffrey Martin, Lisa Greener, Jimmy Reichenbach, Juno Rigard and Beth Dreyer-DeGoede  
**REGRETS:** Lisa Colon, Mandy Mastros, David Nagel

**AGENDA**

1. Welcome and Introduction of Becca Moyer from Blueprints for Addiction Recovery
2. Approval of September 11 and October 16 Meeting Minutes – correction to September minutes changing “Judy” to “Jody,” Julie made a motion to approve, Jimmy second and they were approved.
3. Steering Committee Member Updates
  - Update on chair position – Andrea reported we are still looking for someone to take Andrea’s place as chair of the Steering Committee. She will continue for the interim.
  - Appointment extensions for officers – Andrea and Craig’s terms are ending but they do not have replacements for Chair or Vice-Chair. Jenn Rummel will be transitioning to fill Craig’s role on the Steering Committee as a Lancaster City representative, but she will not be Vice-Chair. Jenn administers CDBG and ESG for the City. She works with those experiencing and at-risk-of homelessness. Recommendation of a 6-month extension for Andrea and Craig to remain on the Committee (or until a replacement is found). Barry made a motion and Kate seconded, all were in favor.
4. Service Delivery Discussion
  - Preparation for winter months: shelter, street outreach and supplies – Craig asked for an update from Deb on supplies that are available or needed as we ramp up for winter. Deb said that in the past, the O4C partially funded the winter shelters (Good Sam, ECHOS, Columbia, and Clay Street). Justin said that the Clay Street Shelter should potentially open December 24, but they will not have an elevator when they open. Construction costs have gone up to \$2.8 million. Elevator area needs to be redesigned because of a large structural rock uncovered in the elevator shaft. Jack asked if the YMCA feels ready. Josiah said they will be tight, they are interviewing and onboarding. Josiah said that the extended City Street Outreach is on-going. Having the new, temporary Tenfold shelter has helped encourage them. Anchor Lancaster is looking for a new Outreach worker. Moravian and Blueprints have been engaging with a lot of people. Tenfold’s temporary shelter is running on a volunteer and staff model. They have their max of 57 beds occupied. Craig assured everyone that even though it was an emergency declaration to open the shelter, it has passed all of the other codes as well. Julie asked how our staff are assisting. Deb said that our staff are volunteering for some of their early morning and evening shifts. Julie wanted that recognized. Alice asked if there were constables onsite, Deb said that they hired security. Craig asked if there were resource gaps or other things that should be highlighted. Deb said thermal underwear and insulated gloves. Andrea suggested an amazon wish list. Deb said it is a challenge to deliver to our office. Kate said we could probably have things delivered to UW. Craig asked who should be the contact, Beth will be.
  - County Homelessness Proclamation – Justin would like members of the Steering Committee to attend and be on the agenda. November 20 at 9:15 am.

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- Code Blue Protocol – Health Action Team made some recommendations for an updated protocol. Dr. Martin said that approximately 700 people die annually from hypothermia. He said that everyone should have a place to go to get out of the cold and the elected County officials should call the Code Blue. The Action Team reviewed other Code Blue protocols. They are proposing 32 degrees with precipitation or a real feel of 20 degrees or lower for 2 hours for a Code Blue. Deb said we need to determine how to operate it. We have no funding to pay for extended hours. Jeffrey said it is really an alert so people are aware. Jack said in the past it was just WSM and the Council of Churches and they opened warming centers. Craig agreed that it was an alert system. Could that change public-facing businesses or the way law-enforcement react? Deb suggested having an EMA Code Blue alert and a separate Homelessness Coalition Code Blue. Jack agreed this was a good response. Craig made a motion to affirm a revised county-wide Code Blue standard to recommend to EMA, Kate seconded, and the Committee approved.
- 5. Office for Coalition Updates (Written Report) – Deb noted that her report was sent via email. Julie asked if the CoC Manager position is new or a replacement? It is a new position and will oversee the Youth Coordinator and Prince Street Community Hub as well. She also asked about the Prince Street Community Hub and how the plans have changed there. Deb said the foundation needs to be reconstructed, so they could add a 3<sup>rd</sup> floor in addition to the 2<sup>nd</sup> floor. They will add efficiency apartments instead of SROs. Jeffrey asked about the Neighborhood Forum at Otterbein. The Community Engagement team and O4C staff distributed 500 flyers to neighbors advertising the forum. Neighbors had questions about policies and procedures for operations that the YMCA was not ready to answer. They are also concerned about property values.
- 6. Point In Time 2025 Methodology Update- Christopher said that January 22<sup>nd</sup> is the night of the count. Methodology is planned to be similar to last year's. Volunteers (in pairs) will count the evening of the 22<sup>nd</sup> and the morning of the 23<sup>rd</sup>. They will count people for the next 7 days at service locations. They should cover the same locations as last year. Deb noted that we have noted people who appear to be living in their vehicles. We cannot include them in the count, but do we want to have that information collected as well? Yes.
- 7. Action Team Updates – Action Team Chair (report-out)
  - Grants and NOFO Teams – Jody noted that we are between grants cycles now with the NOFO submitted and Joint Funding coming.
  - Nomination – Andrea had no updates
  - Community Engagement – Deb for Mandy had no updates
  - Housing Impact – Lisa G. (chair) and Julie (vice chair) did not meet
  - Health – Jeff noted they were discussing how to reach folks since they are not congregating at Binns/Ewell. They have discussed vaccination clinics. They have met with Josiah and the YMCA about the Clay Street Emergency Shelter.
  - Governance Work Group – Craig and Kate said there was a lot of work going on.
- 8. Open Discussion
  - WSM – Jack said they will have beds open for those with medical needs, partnering with LGH

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- Lisette said it is National Homelessness Week and they are trying to educate folks about it. They have 659 homeless students at the School District of Lancaster.
- Deb said we are participating in the Extra Give.

**Handouts:** September 11 and October 16 Meeting Minutes, Director’s Report, Code Blue Protocol, and proposal from Health Action Team.

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

**Upcoming Events:**

- November 4: Opening of Tenfold’s temporary shelter.
- November 11-14: HAB is presenting at the 2024 National Lived Experience Leadership Conference in San Jose, California!
- November 20: Homelessness Proclamation at County Commissioner meeting at 9:15am
- November 22: Extra Give! Remember LCHC in giving (two special areas: low-barrier emergency shelter services and lived experience consultation)
- December 19: Open House at the Clay Street Emergency Shelter
- 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.