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**Cross Site Leadership Committee Notes**

**4/27/2023**

**4pm-5pm**

**Meeting information:**

HBAH/COHHIO is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/88435192378?pwd=Rm9McUhVcy8wRWZVMXF0VitPQnhPQT09>

Meeting ID: 884 3519 2378

Passcode: 827260

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**Voting Members:**

**Chair:** Douglas Argue, COHHIO

* Maura Klein, CareSource
* Rachael Jones, Celebrate One
* Shaleeta Smith, Summit County Public Health
* Justice Dixon, Community Advisor
* Tiniqua Freeman, Community Advisor
* Tanya Kahl, UWSM

Attendees:

* Kyla Holtsberry, COHHIO
* Shayna Bryant, COHHIO
* Melissa Humbert-Washington, Home For Families
* Barbara Poppe, BPA
* Jacob Santiago, HPIO
* LaShone Moncreif, HFF
* Bridget Lacey, UWSM
* Amy Bush Stevens, HPIO

**Independent Researcher:** Amy Stevens, Health Policy Institute of Ohio (Non-voting)

**Facilitation :** Barb Poppe, Barbara Poppe and Associates (Non-voting)

**Advance preparation:**

* Rachael Jones will replace Maureen Stapleton as a voting member representing Celebrate One.
* Policy manual updates

**Agenda:**

1. **Welcome- Douglas**
2. **Framing and Flow – Barb** 
   1. Confirm/modify agenda- No changes
   2. Confirm quorum – Confirmed
3. **Cross-site lead updates – Shayna** 
   1. COHHIO
      * [Coordinator report](file:///Users/twentyfour/Downloads/August%20Project%20Coordinator%20Report%208.25.22.docx)- See [attached.](https://www.dropbox.com/s/0tigdvlxy5s0c0d/Project%20Coordinator%20Report-April_23%20copy.pdf?dl=0)
   * Budget - the Governor's Office remains committed to the 17 million for HBAH to support the expansion plan with Cincinnati, Dayton, and Cleveland. However, the House version of the budget is reduced it to 15 million, 2 million for Move to Prosper. We continue to advocate.
   * HBAH trainings continue – overview and research overview coming up 5/3/23. Links are in the document.
   * Housing assessment has been revised.

Shayna then mentioned that the housing assessment has been revised and had been sent out and the revision was meant to make it more robust so that HSS staff can obtain housing more swiftly. The policy manual was also attached and hyperlinks and CLC Charter has been updated so that Rachael Jones will replace Maureen Stapleton for Columbus, Ohio and there was also a change to the payment model. Another major point is that all staff are engaged and present during all trainings put on by COHHIO throughout HBAH.

* + The next CIAC meeting is May 3rd.
  + Please instruct staff to be visible and interactive during trainings to ensure participation.

* 1. Barb Poppe Updates:
     + Q2 Checkup completed.

Congrats Akron on their second checkup, noted improvements since last quarterly checkup. Barb stated Akron did a great second quarterly fidelity review. In the course of providing technical assistance and providing housing assistance and working with Akron concerning housing it was made clear that definitions around families and rental assistance needed clarification at both sites. This issue will be addressed in today’s meeting. Barb also noted that if any staff are having issues working with any forms, HBAH is still in a beta testing phase and we can be stronger if we continue to make the suggestions that come from communities.

* Recommended adjustments to HBAH payment standard
* Barb presented language on Rental Unit Standards, in regards to how many individuals could be in each bedroom of a housing unit. There was new language speaks directly to the number of individuals at the time of “initial intake as recorded on the Family Baseline form.” Barb also explained new language regarding housing costs and the ‘ceiling’ of 110% of FMR which will be based on family size, however the largest unit size that the HBAH program is willing to fund is a 3-bedroom unit. Participants may choose a larger unit, but the maximum payment may not exceed the amount based on the size they are eligible for, any exception must be approved by COHHIO. This language was passed by a unanimous vote by voting members.

1. **Research updates – Amy** 
   1. Quarterly Cross-site report
      * Completed Q2 data reports. Saved in dropbox under data reporting.
      * Amy put out new data in a quarterly report and shared that there has not been much change in enrollment or completed birth outcomes since last month. LaShone asked about the low number of birth outcomes form and if that was because sites have 30 days to complete the birth outcome form, Amy reminded the group that this is from the end of March, many babies have been born in April.
2. **Discussion and action needed**

Barb shared that Maureen Stapleton resigned from CelebrateOne in Columbus and asked for a vote to replace her as voting member of the Cross-Site Leadership Committee. There was an affirmative vote to confirm Rachael Jones as a voting member of the CLC for Columbus.

* 1. Update to the HBAH Policy Manual
     + Specification on how to count the number of household members, this will now be counted by the number of family members at the intake, plus one to accommodate for birth.
     + Housing Costs- The maximum standard is whatever is the larger between 110% FMR or the local payment standard for a three-bedroom unit.
     + Max HBAH housing payments will be based on housing size. This clarifies and standardizes the payment standard. There was an affirmative vote.

1. **Site updates** 
   1. Akron – Shaleeta

* The Fidelity Review complete.
  + - Updates from Bridget - 10 clients, 8 housed, (1 inspection issue, 1 enrolled this week) 3 babies, doing great, Niedra took her first client and is doing well.
    - Updates from Barb – Great job to Akron – They have enrolled 4 people since January, all housed within 45 days.
  1. Columbus – Rachael
     + 29 enrolled, at 28 housed, 16 babies. All committed to housing, all those unhoused are due to logistics and paperwork, but all will be housed by next CLC meeting.
     + Program improvement – Gained IRB approval to have feedback sessions. Received feedback from an online survey as well as having 11 rsvp for an in-person survey. The in-person event included gift cards, food, and childcare. It was a lovely event and they received lots of great feedback in the session. Participants were encouraging and motivating one another. Participants want to meet all together more and they created a group text to continue to motivate and stay in contact with one-another.
     + Update from Lashone – Reports they only heard great things about the event. Participants want to participate in something similar monthly.
  2. Cincinnati – Lauren- Not available
  3. Dayton – Sarah
     + Learning all she can and working to connect with community partners.

1. **Next steps – Shayna**

Next CLC meeting, May 25th, 2023, 4p-5p