



COUNTY OF HUNTERDON NEW JERSEY

HUMAN SERVICES ADVISORY COUNCIL LOCAL ADVISORY COMMITTEE ON ALCOHOLISM & DRUG ABUSE YOUTH SERVICES COMMISSION MENTAL HEALTH BOARD



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REFERENCE:

- Council
- Mental Health
- Youth
- Disability Services
- Substance
- Use Disorder
- Transportation

To be approved October 16, 2023.

COMPREHENSIVE EMERGENCY ASSISTANCE SYSTEM (CEAS) COMMITTEE

Regular Meeting

Monday, September 18, 2:00 p.m.
Via Microsoft Teams

MINUTES

MEMBERS PRESENT

GUESTS

EX-OFFICIO

STAFF

M. Class-Ramirez	L. Bivona
S. Lax	O. Olorode
L. Piazza-Long	K. Paulmeno
K. Burghardt	
S. Nekola	
M. O'Reilly	
K. Paulmeno	

A. Matthew

*Designee

I. CONVENE:

“This meeting is being held in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 – 10:4-21. Notice of this meeting has been provided in the Hunterdon County Democrat and the Courier News. A public notice announcing this meeting has also been placed in the lobbies of the Hunterdon County Department of Human Services, the first floor of the Main Street County Complex, 71 Main Street Building #1, Flemington, NJ; the first floor of the Route 12 County Complex, Building #3, 314 State Route 12, Flemington, NJ and County Clerk’s Office.”

II. MINUTES: M. Class-Ramirez made a Motion to approve the meeting minutes of January 9, 2023. S. Lax seconded. All were in favor. The motion passed. M. O'Reilly made a motion to approve the minutes of March 20, 2023. S. Nekola seconded. S. Lax Abstained. The motion passed. K. Burghardt made a motion to approve the meeting minutes of June 19, 2023. S. Lax seconded. M. O'Reilly abstained. The motion passed.

III. REPORTS:

A. Homeless Prevention Program/Homelessness Prevention and Rapid Re-Housing Program – Family Promise of Hunterdon County: A. Fields not Present.

B. Tri-County Continuum of Care: M. O'Reilly reported having a recent meeting with the Executive Committee Members for the Rank and Review process that occurred over the summer. The appeals process has been completed for potential awards. A. Matthew from Monarch Housing has been working with all the agencies that were approved for the funding from the Rank and Review Committee to make sure they are uploading all required documentation to the E-Snaps program. A. Matthew will be reaching out to agencies on how our process operates in Hunterdon County, so the information is accurately put into the application that is then submitted to HUD.

M. O'Reilly stated the priorities for HUD this year are prioritizing housing vouchers. The Executive Committee dealt with several changes that have been made in this funding period. M. O'Reilly reported that Alternatives did not choose to renew their housing vouchers. Norwescap lost some of their funding and as a result had 9 households waiting on a permanent housing solution. Norwescap last reported that they successfully assisted 9 households locate permanent housing with either a Home Voucher through the Department of Community Affairs or another agency has absorbed them into their program.

A. Matthew informed the committee of a project that is being developed to engage persons with lived experience. She conveyed that they are planning to host focus groups to build initial relationships with individuals who have experienced homelessness, and the goal is to setup a long-term advisory board for the CoC. M. O'Reilly mentioned that there is a Survey Monkey form to sign up for the focus groups, the referral data is sent to A. Matthew and the setup date for the focus group will be in October.

C. EFSP Update – Harvest Family Success Center: L. Piazza-Long reported that there is no Emergency Food and Shelter Program (EFSP) update at this time. M. O'Reilly discussed that there has not been funding in over a year. The cycles with EFSP are not aligned with Federal or State fiscal years. During Phase 39 Hunterdon County did not receive funding from EFSP. M. O'Reilly did reach out and advised EFSP that the County is interested in receiving funding from the State Set Aside Committee.

IV. OLD BUSINESS:

A. S. Lax asked K. Burghardt a question regarding the homeless prioritization on the Housing Choice Voucher waiting list, as she had sent in a letter from one of their client's that is homeless.

K. Burghardt explained that the administration plan allows for a certain number of individuals be moved up on the list if they meet the prioritization criteria. The individuals will be prioritized in the order they are on the list. In the past, the administration plan provided for 5 homeless priority spots per year, that has been increased to 10 individuals experiencing homelessness that could be moved up on the list. Housing will be discussing adjusting that to 20 individuals for next year. The first 10 individuals to be pulled from the list will meet the homeless prioritization criteria and have provided the appropriate documentation. Housing will start pulling from the list in October.

S. Lax asked if there was any way to find out if one of their clients has moved up on the waiting list. K. Burghardt conveyed that Housing is waiting until the October deadline, this way if there is somebody else that provides a letter towards the end of September, they still have an

opportunity to receive the prioritization. Housing has not finalized the list yet. If the person calls, they can confirm that they have all the documentation, however Housing will not be notifying anyone until that window closes.

S. Lax asked S. Nekola in terms of a lease for an individual who might be eligible for security for one month, does the lease need to be in hand and signed by the landlord and how long is that process taking currently? S. Nekola advised the County process has changed and we no longer use vouchers. We are sending purchase orders through the fiscal department which will then have to be sent back by the landlord after that purchase order is signed and then it will go through the process of being approved by the Commissioners. This process goes along with the Commissioner's meeting schedule and the approval process can take up to 6 weeks. There are landlords that understand that the purchase order is a promise to pay from the County. There are other landlords that would like their check right away.

V. NEW BUSINESS:

- A. K. Burghardt reported that the county is trying to obtain referrals for the Foster Youth Independence FYI Voucher program. The Foster Youth to Independence Voucher is a program where Housing has partnered with the Department of Children and Families to have up to 25 individuals referred to receive vouchers from HUD. This is the first time Hunterdon County will have this type of voucher and will open the waiting list for applicants that meet the specific criteria. The criteria for the FYI Vouchers program are that the individual needs to be between the ages of 18-24, had DCPD involvement, and were placed out of home for at least one day. Currently, we are also looking for any history in Hunterdon County. If the individual resided in Hunterdon County and then was placed out of County and/or placed in Foster Care. If those areas of criteria are met, please reach out to the Housing Department to make a referral. To date there have been a total of 6 referrals made to the program.
- B. M. O'Reilly discussed hosting a Project Homeless Connect event. In the past this event was held at the Salvation Army in Flemington; the idea is to have the event coincide with the Point in Time Count for 2024. The general purpose of this is to have a subcommittee of members to discuss planning the event in between CEAS meetings. The Point in Time Count reported low numbers for the entire county of our unsheltered population for 2023. M. O'Reilly asked members to reach out if they are interested in planning this event.

VI. DISCUSSION: No Discussion

ADJOURN:

There being no further business, the meeting was adjourned at 2:15 p.m. K. Burghardt made a motion and M. O'Reilly seconded. The next meeting will be Monday, October 16, 2023, at 2:00 p.m.