The Southeastern Oklahoma Continuum of Care

The Southeastern Oklahoma Continuum of Care is committed to prevent and end the tragedy of homelessness among individuals and families.

Serving Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc, and Pushmataha Counties.

The annual meeting of the Southeastern Oklahoma Continuum of Care will be held:

Thursday, January 13, 2022
1:30 P.M.
Via Zoom
(Zoom meeting information at the end of the agenda)

Agenda

1. Introductions
2. Projects for Assistance in Transition from Homelessness (PATH) – Update
    a. CREOKS
3. Supportive Services for Veteran Families Program - Update
    a. Shallow Subsidy
    b. Community Service Council SSVF
    c. KI BOIS CAF SSVF
4. Homeless Management Information System (HMIS) – Ashley Benz
5. Emergency Solutions Grant – COVID 2 Set Aside Funds
    a. CoC Training Grant
6. HUD Reports
    a. Longitudinal Systems Analysis (LSA) – February 15, 2022
    b. System Performance Measures – due February 28, 2022
    c. Point in Time/Housing Inventory Chart – TBD
        i. 2021 Submitted Reports
7. Review of Changes to PiT Survey and Housing/Shelter Inventory Documents– January 27, 2022
8. Participation in the Continuum of Care
    a. Emergency Solutions Grant Participation Letters – request by *May 11, 2022*
9. Coordinated Entry System
10. CoC and ESG Operating Policies
    a. COVID-19 Response Guide
11. Continuum Structure and Governance
    a. Governance Charter
    b. Committees
    c. Sub-regional Leads
    d. Lead Agency
    e. HMIS Lead Agency
    f. Election of Board Members
12. Consolidated Application and Planning Grant
13. Discussion and Announcements

14. Adjourn

<u>Zoom Meeting Invitation</u>

Linda Love is inviting you to a scheduled Zoom meeting.

Topic: SEO CoC Annual Meeting

Time: Jan 13, 2022 01:30 PM Central Time (US and Canada)

Join Zoom Meeting

https://us06web.zoom.us/j/86003516069?pwd=aUd4WDFkalVkRWpYZnBzRGwzcVl0dz09

Meeting ID: 860 0351 6069
Passcode: 234371

2021 Point-in-Time Count OK-507 Southeastern Oklahoma Regional CoC

Population: Sheltered and full unsheltered count

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	47	0	1	48
Total Number of persons (Adults & Children)	**200**	**0**	**4**	**204**
Number of Persons (under age 18)	123	0	2	**125**
Number of Persons (18 - 24)	19	0	0	**19**
Number of Persons (over age 24)	58	0	2	**60**

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	101	0	2	**103**
Male	99	0	2	**101**
Transgender	0	0	0	**0**
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	**0**

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	199	0	4	**203**
Hispanic/Latino	1	0	0	**1**

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	104	0	0	**104**
Black or African-American	36	0	0	**36**
Asian	0	0	0	**0**

	Sheltered Emergency	Sheltered Transitional		Unsheltered	Total
American Indian or Alaska Native	28	0		4	**32**
Native Hawaiian or Other Pacific Islander	0	0		0	**0**
Multiple Races	32	0		0	**32**

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional			
Total number of households	0			0	**0**
Total number of persons	0			0	**0**

2021 Point-in-Time Count OK-507 Southeastern Oklahoma Regional CoC

Population: Sheltered and full unsheltered count

Persons in Households with only Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	9	0	0	0	9
Total Number of children (under age 18)	9	0	0	0	9

Gender
(adults and children)

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	4	0	0	0	4
Male	5	0	0	0	5
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity
(adults and children)

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	8	0	0	0	8
Hispanic/Latino	1	0	0	0	1

Race
(adults and children)

	Sheltered			Unsheltered	Total
	Emergency	Transitional			
White	8	0	0	0	8
Black or African-American	0	0	0	0	0
Asian	0	0	0	0	0
American Indian or Alaska Native	1	0	0	0	1
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	0	0	0	0	0

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	0		0	0	0

2021 Point-in-Time Count OK-507 Southeastern Oklahoma Regional CoC

Population: Sheltered and full unsheltered count

Persons in Households without Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	187	0	0	58	245
Total Number of persons (Adults)	**202**	**0**	**0**	61	263
Number of Persons (18 - 24)	21	0	0	3	24
Number of Persons (over age 24)	181	0	0	58	239

Gender (adults and children)

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	89	0	0	16	105
Male	113	0	0	45	158
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity (adults and children)

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	191	0	0	59	250
Hispanic/Latino	11	0	0	2	13

Race (adults and children)

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	140	0	0	34	174
Black or African-American	18	0	0	11	29
Asian	0	0	0	0	0
American Indian or Alaska Native	26	0	0	13	39

Native Hawaiian or Other Pacific Islander	1	0	0	1	**2**
Multiple Races	17	0	0	2	**19**

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	44		0	19	**63**

Date of PIT Count: 1/28/2021
Population: Sheltered and full unsheltered count

Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	243	0	0	59	302
Total Number of Persons	411	0	0	65	476
Number of Children (under age 18)	132	0	0	2	134
Number of Persons (18 to 24)	40	0	0	3	43
Number of Persons (over age 24)	239	0	0	60	299

Gender

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	194	0	0	18	212
Male	217	0	0	47	264
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	398	0	0	63	461
Hispanic/Latino	13	0	0	2	15

Race

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	252	0	0	34	286
Black or African-American	54	0	0	11	65
Asian	0	0	0	0	0
American Indian or Alaska Native	55	0	0	17	72

Native Hawaiian or Other Pacific Islander	1	0	0	1	**2**
Multiple Races	49	0	0	2	**51**

Chronically Homeless	**Sheltered**			**Unsheltered**	**Total**
	Emergency	Transitional	Safe Haven		
Total number of persons	44		0	19	**63**

Point-in-Time Counts of People Who Are Homeless

Sheltered People in Households...	01/28/2016	Difference 15-16	01/26/2017	Difference 16-17	01/25/2018	Difference 17-18	01/24/2019	Difference 18-19	1/23/2020	Difference 19-20	1/28/2021	Difference 20-21
With at Least One Adult and One Child	51	-39	77	26	43	-34	53	10	29	-24	200	171
Under Age 18	28	-21	46	18	28	-18	33	5	17	-16	123	106
Age 18 - 24	7	-2	3	-4	1	-2	4	3	1	-3	19	18
Over Age 24	16	-16	28	12	14	-14	16	2	11	-5	58	47
Average household size	2.6	0.05	2.7	0.11	3.1	0.42	2.79	-0.28	2.64	-0.15	4.26	1.62
With Only Children	22	5	10	-12	9	-1	12	3	11	-1	9	-2
In one-child Households	*		*		*		*		*		*	
In multi-child households	*		*		*		*		*		*	
Average household size	1.0	-0.21	1.0	0.00	1.0	0.00	1.00	0.00	1.00	0.00	1.00	0.00
Without Children	144	14	119	-25	133	14	152	19	147	-5	202	55
Age 18 - 24	21	0	32	11	19	-13	10	-9	7	-3	21	14
Over Age 24	123	14	87	-36	114	27	142	28	140	-2	181	41
Average household size	1.0	-0.12	1.0	0.00	1.0	-0.02	1.02	0.02	1.02	0.00	1.08	0.06
All Sheltered People	217	-20	206	-11	185	-21	217	32	187	-30	411	224
Average household size	1.52	-0.09	1.56	0.03	1.69	0.13	1.60	-0.09	1.55	-0.05	2.11	0.56

Unsheltered People in Households...

	01/28/2016	Difference 15-16	01/26/2017	Difference 16-17	01/25/2018	Difference 17-18	01/24/2019	Difference 18-19	1/23/2020	Difference 19-20	1/28/2021	Difference 20-21
					5HH		12HH					
With at Least One Adult and One Child	40	-6	25	-15	16	-9	43	27	48	5	4	-44
Under Age 18	22	-3	15	-7	7	-8	22	15	22	0	2	-20
Age 18 - 24	3	-1	1	-2	1	0	9	8	6	-3	0	-6
Over Age 24	15	-2	9	-6	8	-1	12	4	20	8	2	-18
Average household size	3.3	0.27	4.2	0.83	3.2	-0.97	3.6	0.38	2.2	-1.40	4.0	1.82
With Only Children	45	0	5	-40	0	-5	2	2	0	-2	0	0
In one-child Households	*		*		*		*		*		*	
In multi-child households	*		*		*		*		*		*	
Average household size	1.2	0	1.0	-0.22	0.0	-1.00	2.0	2.00	0.0	-2.00	0.0	0.00
Without Children	134	9	115	-19	41	-74	31	-10	35	4	61	26
Age 18 - 24	52	7	6	-46	1	-5	3	2	6	3	3	-3
Over Age 24	82	2	109	27	40	-69	28	-12	29	1	58	29
Average household size	1.2	-0.22	1.1	-0.08	1.4	0.25	1.2	-0.13	1.1	-0.15	1.1	-0.04
All Unsheltered People	219	3	145	-74	57	-88	76	19	83	7	65	-18
Average household size	1.92	0.01	2.09	0.18	2.28	0.19	2.27	-0.01	1.09	-1.18	1.68	0.59
					25HH		33HH					

	01/28/2016	Difference 15-16	01/26/2017	Difference 16-17	01/25/2018	Difference 17-18	01/24/2019	Difference 18-19	1/23/2020	Difference 19-20	1/28/2021	Difference 20-21
All People in Households...												
With at Least One Adult and One Child	91	-45	102	11	59	-43	96	37	77	-19	204	127
Under Age 18	50	-24	61	11	35	-26	55	20	39	-16	125	86
Age 18 - 24	10	-3	4	-6	2	-2	13	11	7	-6	19	12
Over Age 24	31	-18	37	6	22	-15	28	6	31	3	60	29
Average household size	2.8	0.18	2.9	0.07	3.1	0.22	3.2	0.05	2.4	-0.78	4.1	1.72
With Only Children	67	5	15	-52	9	-6	14	5	11	-3	9	-2
In one-child Households	*		*		*		*		*		*	
In multi-child households	*		*		*		*		*		*	
Average household size	1.1	-0.08	1.0	-0.14	0.5	-0.50	1.5	1.00	1.0	-0.50	1.0	0.00
Without Children	278	23	234	-44	174	-60	183	9	182	-1	263	81
Age 18 - 24	73	7	38	-35	20	-18	13	-7	13	0	24	11
Over Age 24	205	16	196	-9	154	-42	170	16	169	-1	239	70
Average household size	1.1	-0.16	1.1	-0.04	1.2	0.12	1.1	-0.05	1.1	-0.07	1.1	0.01
All People	**436**	**-17**	**351**	**-85**	**242**	**-109**	**293**	**51**	**270**	**-23**	**476**	**206**
Average household size	**1.7**	**-0.04**	**1.8**	**0.11**	**2.0**	**0.16**	**1.9**	**-0.05**	**1.3**	**-0.62**	**1.9**	**0.58**

*No data entered for this category on this date

Southeastern Oklahoma Continuum of Care
SHELTERED Point in Time Count
Date of Count: Thursday, 01/ 27/2022
Please see the last page for definitions of terms used on this form.

PROGRAM INFORMATION			
Agency:		Program Name:	
County:		Contact Person:	
Phone:		Email:	
Address:			

Is this program under development (is fully funded, but is not yet operational)? ☐ Yes ☐ No

If yes, is the program expected to begin operation within the next 12 months? ☐ Yes ☐ No

Does this program receive funding from any of the following federal sources (check all that apply):
☐ Continuum of Care (CoC)
☐ Emergency Solutions Grants (ESG)   ☐ Other (specify):

Does this program target one of the following populations (at least 75% of clients fall into the category):
☐ Victims of domestic violence ☐ Veterans ☐ People with HIV/AIDS ☐ Chronically Homeless

BED INVENTORY (see definitions at the end of this form)

How many beds does your program have? (HMIS users: verify beds listed here match the beds in HMIS)

	# of beds for adults	# of beds for families	# of units for families	# of beds for households of only children	# of overflow beds	# of hotel/motel voucher beds **used**
Emergency Shelter Beds						
Seasonal Shelter Beds Dates open: from ___ to ___					▉	▉
Transitional Housing Beds ☐ Single-Site/Project-Based Units ☐ Multiple-Site/Scattered Units					▉	▉
Total Beds	0	0	0	0	0	0
Out of your total beds, do you have any beds that are _dedicated_ for:						
Chronically Homeless						
Veterans				▉		
Youth under age 18 only	▉	▉				
Youth age 18-24 only				▉		
Youth up to age 24 (under 18 and 18-24)						

Has your bed inventory changed since the 2021 count?
☐ Increased by _____ beds (explain:)
☐ Decreased by _____ beds (explain:)
☐ No change
If this program provides scattered-site housing, in what county are most of the beds located?

TOTAL <u>SHELTERED</u> HOMELESS COUNT (all people)			
	Emergency Shelter	**Seasonal Shelter**	**Transitional Housing**
Households made up of Adults <u>with</u> Children (adults and children who are together on the night of the count)			
1	Number of Households			
2	Total Number of People			
3	# of People age 17 or younger			
4	# of People age 18-24			
5	# of People age 25 or older			
6	# of People in Chronically Homeless Families (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 mos. in last 3 years)			■
7	# of Households that are Chronically Homeless (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 mos. in last 3 years)			■
	Gender (adults and children)			
8	Female			
9	Male			
10	Transgender			
11	A gender other than singularly female or male			
12	Questioning			
	Ethnicity (adults and children)			
13	Non-Hispanic/Non-Latino (a)(o)(x)			
14	Hispanic/Latino (a)(o)(x)			
	Race (adults and children)			
15	White			
16	Black, African American, or African			
17	Asian or Asian American			
18	American Indian, Alaska Native, or Indigenous			
19	Native Hawaiian or Pacific Islander			
20	Multiple Races			
Households <u>without</u> Children (single adults, adult couples without children, adults with adult sons/daughters)			
21	Number of Households			
22	Total Number of People			
23	# of People age 18-24			
24	# of People age 25 or older			
25	# of People who are Chronically Homeless (have a disability **AND** have been homeless for at least 1 year or have had 4 episodes totaling 12 months in last 3 years)			■
	Gender			
26	Female			
27	Male			
28	Transgender			
29	A gender other than singularly female or male			
30	Questioning			
	Ethnicity			
31	Non-Hispanic/Non-Latino (a)(o)(x)			
32	Hispanic/Latino (a)(o)(x)			
	Race			
33	White			
34	Black, African American, or African			
35	Asian or Asian American			
36	American Indian, Alaska Native, or Indigenous			

		Emergency Shelter	Seasonal Shelter	Transitional Housing
37	Native Hawaiian or Pacific Islander			
38	Multiple Races			
TOTAL HOMELESS COUNT continued				
Households with <u>Only</u> Children (all members of household are under 18: unaccompanied children, adolescent parents and their children, adolescent siblings, etc.)				
39	Number of Households			
40	Total Number of Children age 17 or younger			
41	<u># of Unaccompanied Children</u> who are Chronically Homeless (have a disability **AND** have been homeless for at least 1 year or have had 4 episodes totaling 12 months in last 3 years)			■
42	<u># of Parenting Youth & Children</u> in Chronically Homeless Families (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)			■
43	<u># of Parenting Youth Households</u> that are Chronically Homeless (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)			■
	Gender			
44	Female			
45	Male			
46	Transgender			
47	A gender other than singularly female or male			
48	Questioning			
	Ethnicity			
49	Non-Hispanic/Non-Latino (a)(o)(x)			
50	Hispanic/Latino (a)(o)(x)			
	Race			
51	White			
52	Black, African American, or African			
53	Asian or Asian American			
54	American Indian, Alaska Native, or Indigenous			
55	Native Hawaiian or Pacific Islander			
56	Multiple Races			
TOTALS				
57	Total Homeless People (Rows 2+22+40)			
58	Total People Age 18 and Over (Rows 4+5+22)			
59	Total Chronically Homeless People (Rows 6+25+41+42)			■
SUBPOPULATION COUNT (adults only)				
SUBPOPULATIONS: How many <u>adults</u> from each household above are in the following categories:				
60	Seriously Mentally Ill			
61	Substance Use Disorder			
62	Persons with HIV/AIDS			
63	Victims of Domestic Violence (optional)			
DISCHARGES: How many <u>adults</u> were discharged from the following systems within 30 days of becoming homeless?				
64	Criminal Justice System (jails, prisons)			
65	Behavioral Health System (mental health/substance use)			
66	Health Care System (hospitals)			
PLEASE CONTINUE ON THE NEXT PAGE				

		Emergency Shelter	Seasonal Shelter	Transitional Housing
VETERAN SUBPOPULATION COUNT: **Out of the total households listed above, please list the following information for <u>households that included a veteran</u>.**				

		Emergency Shelter	Seasonal Shelter	Transitional Housing
Veteran Households with Adults <u>and</u> Children (adults and children who are together on the night of the count)				
67	Number of Households			
68	Total Number of People			
69	Total Number of Veterans			
70	<u># of People</u> in Chronically Homeless Families (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 mos. in last 3 years)			■
71	<u># of Households</u> that are Chronically Homeless (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 mos. in last 3 years)			■
	Gender (veterans only)			
72	Female			
73	Male			
74	Transgender			
75	A gender other than singularly female or male			
76	Questioning			
	Ethnicity (veterans only)			
77	Non-Hispanic/Non-Latino (a)(o)(x)			
78	Hispanic/Latino (a)(o)(x)			
	Race (veterans only)			
79	White			
80	Black, African American, or African			
81	Asian or Asian American			
82	American Indian, Alaska Native, or Indigenous			
83	Native Hawaiian or Pacific Islander			
84	Multiple Races			
Veteran Households <u>without</u> Children (single adults, adult couples without children, adults with adult son/daughters)				
85	Number of Households			
86	Total Number of People			
87	Total Number of Veterans			
88	# of People who are Chronically Homeless (have a disability **AND** have been homeless for at least 1 year or have had 4 episodes totaling 12 months in last 3 years)			■
	Gender (veterans only)			
89	Female			
90	Male			
91	Transgender			
92	A gender other than singularly female or male			
93	Questioning			
	Ethnicity (veterans only)			
94	Non-Hispanic/Non-Latino (a)(o)(x)			
95	Hispanic/Latino (a)(o)(x)			
	Race (veterans only)			
96	White			
97	Black, African American, or African			
98	Asian or Asian American			

		Emergency Shelter	Seasonal Shelter	Transitional Housing
99	American Indian, Alaska Native, or Indigenous			
100	Native Hawaiian or Pacific Islander			
101	Multiple Races			

YOUTH SUBPOPULATION COUNT:
Out of the total households listed above, please list the following information for <u>households composed entirely of youth</u> (all people in the household are <u>age 24 or younger</u>).

		Emergency Shelter	Seasonal Shelter	Transitional Housing
Unaccompanied Youth Households (age 24 or younger without their parent/guardian present: single youth, youth couples, groups of youth)				
102	Number of Households			
103	Total Number of Unaccompanied Youth			
104	Number of Unaccompanied Children 17 or younger			
105	Number of Unaccompanied Young Adults age 18-24			
	Gender			
106	Female			
107	Male			
108	Transgender			
109	A gender other than singularly female or male			
110	Questioning			
	Ethnicity			
111	Non-Hispanic/Non-Latino (a)(o)(x)			
112	Hispanic/Latino (a)(o)(x)			
	Race			
113	White			
114	Black, African American, or African			
115	Asian or Asian American			
116	American Indian, Alaska Native, or Indigenous			
117	Native Hawaiian or Pacific Islander			
118	Multiple Races			
Parenting Youth Households (parent(s) age 24 or younger whose children are with them on night of the count)				
119	Number of Households			
120	Total Number of People			
121	Number of Parenting Youth (=a parent 24 or younger)			
122	Number of Parenting Youth age 17 or younger			
123	Number of Parenting Youth age 18-24			
124	Number of Children with Parenting Youth age 18-24 (children 17 or younger with parent(s) 18 - 24)			
125	Number of Children with Parenting Youth age 17 or younger (children with parent(s) age 17 or younger)			
	Gender (parenting youth only)			
126	Female			
127	Male			
128	Transgender			
129	A gender other than singularly female or male			
130	Questioning			
	Ethnicity (parenting youth only)			
131	Non-Hispanic/Non-Latino (a)(o)(x)			
132	Hispanic/Latino (a)(o)(x)			
	Race (parenting youth only)			
133	White			
134	Black, African American, or African			
135	Asian or Asian American			

136	American Indian, Alaska Native, or Indigenous			
137	Native Hawaiian or Pacific Islander			
138	Multiple Races			

METHODOLOGIES

What methods were used to conduct your sheltered count?

☐ Survey/interview with homeless persons ☐ HMIS ☐ Other (specify:)

DEFINITIONS OF TERMS

Program Types
- *Emergency Shelter* provides temporary overnight shelter for homeless persons for up to 90 days.
  - ○ Programs include publicly and privately funded emergency shelter programs, domestic violence shelters, hotel/motel vouchers, VA Health Care for Homeless Veterans Community Contract Emergency Housing & Residential Treatment Program, HHS Runaway and Homeless Youth Basic Center Programs
- *Seasonal Shelter* provides temporary overnight shelter for homeless persons on a planned basis, with set start and end dates, during high-demand times of the year (usually cold-weather months).
- *Transitional Housing* provides temporary housing and supportive services for homeless persons for 12 to 24 months.
  - ○ **Single-site** programs have beds/units located on a single site (e.g., congregate or project-based).
  - ○ **Multiple-site** programs have beds/units located in multiple sites (e.g., scattered-site or clustered).
  - ○ Programs include publicly and privately funded transitional housing, HUD CoC-funded transitional housing, HHS Runaway and Homeless Youth Transitional Living Programs/Maternity Group Homes/Support System for Rural Homeless Youth, VA Grant and Per Diem, VA Compensated Work Therapy-Transitional Residence

Beds and Units
- *Beds for Adults* are designated for households in which everyone is an adult age 18 or over (single adults, adult couples without children, adults with adult sons/daughters).
- *Beds for Families* are designated for households of adults and children.
- *Units for Families* are separate rooms, units, or buildings designated to each house one family.
- *Beds for Households of Only Children* are designated for households in which everyone is under 18 (unaccompanied children, adolescent parents and their children, adolescent siblings, etc.)
  - ○ If beds are not designated exclusively for a particular type of household, record the beds according to how they were used on the night of the PIT. If the program is not at full capacity on the night of the PIT, pro rate the empty beds based on the distribution of the beds that were occupied.
- *Overflow Beds* are available on an ad hoc or temporary basis in response to demand that exceeds planned bed capacity. They can include cots, roll-away, etc. that are only used when the "regular" beds are full. Record the total number of overflow beds available on the night of the PIT Count. If there is no fixed number, record the number of overflow beds that were occupied.
- *Hotel/Motel Beds* are beds located in a hotel or motel that are paid for by a program (shelter, DSS, church, etc.) either because the program has no beds of its own or its beds are full. All hotel/motel beds are considered emergency shelter beds regardless of what program provides them. Only record the number of hotel/motel beds that were in use on the night of the count.
- *Seasonal Beds* are available on a planned basis during high-demand times of the year (usually cold-weather months). Seasonal programs should record the dates their beds are available in the Bed Inventory chart (ex. open Dec. 15 to April 15).
- *Beds dedicated to veterans* are beds that are reserved for homeless veterans (and their families, if applicable). These beds must be filled by veterans unless there are no homeless veterans within the program's service area.
- *Beds dedicated to youth* are beds that are reserved for homeless youth up to age 24. These beds must be filled by youth unless there are no homeless youth within the program's service area. In the Bed Inventory chart, the program must indicate if the dedicated beds are reserved only for youth under age 18, only for youth ages 18-24, or for all youth up to age 24.

Households
- *Households with Adults and Children* are households in which at least one adult and one child are present on the night of the count.
- *Households without Children* include single adults, adult couples without children, and adults with adult sons/daughters. It also includes adults who have children, but whose children are not present with them on the night of the count.
- *Households of Only Children* are households in which every person is under the age of 18. This includes unaccompanied children under 18, adolescent parents and their children, adolescent siblings, or other household configurations composed only of children.

Chronically Homeless
- Definition: a homeless individual (adult or youth) or a homeless family with a head of household (adult or youth) who:

- - Has a disabling condition (serious mental illness, substance use disorder, developmental disability, PTSD, cognitive impairments from brain injury, chronic physical illness or physical disability)
    AND
  - Has been homeless and living in a place not meant for human habitation or an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years where the combined length of time homeless on those occasions totals at least 12 months

<u>Veteran</u>
- An adult who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

<u>Youth</u>
- *Youth* are people age 24 or younger, including children under age 18 and young adults age 18-24.
- A *Youth Household* is a household made up entirely of youth age 24 or younger.
- A *Parenting Youth* is a person age 24 or younger who identifies as the parent/legal guardian of one or more children who are present with them on the night of the count, where there is no person over age 24 in that household.
- An *Unaccompanied Youth* is a person age 24 or younger who is <u>not</u> accompanied by a parent/legal guardian and is <u>not</u> a parent presenting with his/her children. Unaccompanied youth can be single youth, youth couples, or groups of youth presenting together as a household.

Please return forms to your **<u>sub-regional lead</u>** by **<u>February 11, 2022</u>**. If you have questions, please contact your sub-regional lead agency for clarification or you may contact Linda Love or Brandie Risenhoover at 918-967-3325.

Sub-regional Lead: _____

Phone Number: _____

LOCATION & CONTACT INFORMATION

Location of Count (Community or Agency):	
County covered in this report:	

Date of Count:		Contact Person:	
Phone:		Email:	

Where was your count conducted?
☐ Public places (parks, streets, campgrounds) ☐ Service agencies (soup kitchen, DHS, day center) ☐ Both

When was your count conducted?
☐ Morning/day of Jan. 27th ☐ Night of Jan. 27th ☐ Within 7 day period after Jan. 27th

What methods were used to conduct your count? (check all that apply)
☐ Survey/interview ☐ HMIS ☐ Observation ☐ Other (specify :)
Please provide a brief description of how your count was conducted:

TOTAL UNSHELTERED HOMELESS COUNT (all people)

	Households made up of Adults with Children (adults and children who are together on the night of the count)	
1	Number of Households	
2	Total Number of People	
3	# of People age 17 or younger	
4	# of People age 18-24	
5	# of People age 25 or older	
6	# of People in Chronically Homeless Families (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)	
7	# of Households that are Chronically Homeless (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)	
	Gender (adults and children)	
8	Female	
9	Male	
10	Transgender	
11	A gender other than singularly female or male	
12	Questioning	
	Ethnicity (adults and children)	
13	Non-Hispanic/Non-Latino (a)(o)(x)	
14	Hispanic/Latino (a)(o)(x)	
	Race (adults and children)	
15	White	
16	Black, African American, or African	
17	Asian or Asian American	
18	American Indian, Alaska Native, or Indigenous	
19	Native Hawaiian or Pacific Islander	
20	Multiple Races	
	TOTAL UNSHELTERED HOMELESS COUNT continued	

	Households without Children (single adults, adult couples without children, adults with adult sons/daughters)	
21	Number of Households	
22	Total Number of People	
23	# of People age 18-24	
24	# of People age 25 or older	
25	# of People who are Chronically Homeless (have a disability **AND** have been homeless for at least 1 year or have had 4 episodes totaling 12 months in last 3 years)	
	Gender	
26	Female	
27	Male	
28	Transgender	
29	A gender other than singularly female or male	
30	Questioning	
	Ethnicity	
31	Non-Hispanic/Non-Latino (a)(o)(x)	
32	Hispanic/Latino (a)(o)(x)	
	Race	
33	White	
34	Black, African American, or African	
35	Asian or Asian American	
36	American Indian, Alaska Native, or Indigenous	
37	Native Hawaiian or Other Pacific Islander	
38	Multiple Races	
	Households with Only Children (all members of household are under 18: unaccompanied children, adolescent parents and their children, adolescent siblings, etc.)	
39	Number of Households	
40	Total Number of Children age 17 or younger	
41	# of Unaccompanied Children who are Chronically Homeless (have a disability **AND** have been homeless for at least 1 year or have had 4 episodes totaling 12 mos. in last 3 years)	
42	# of Parenting Youth & Children in Chronically Homeless Families (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)	
43	# of Parenting Youth Households that are Chronically Homeless (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)	
	Gender	
44	Female	
45	Male	
46	Transgender	
47	A gender other than singularly female or male	
48	Questioning	
	Ethnicity	
49	Non-Hispanic/Non-Latino (a)(o)(x)	
50	Hispanic/Latino (a)(o)(x)	
	Race	
51	White	
52	Black, African American, or African	
53	Asian or Asian American	
54	American Indian, Alaska Native, or Indigenous	
55	Native Hawaiian or Other Pacific Islander	
56	Multiple Races	
	TOTALS	
57	Total Homeless People (Rows 2+22+40)	
58	Total People Age 18 and Over (Rows 4+5+22)	
59	Total Chronically Homeless People (Rows 6+25+41+42)	

	SUBPOPULATION COUNT (adults only)	
**SUBPOPULATIONS: How many <u>adults</u> from each household above are in the following categories:**

60	Seriously Mentally Ill	
61	Substance Use Disorder	
62	Persons with HIV/AIDS	
63	Victims of Domestic Violence (optional)	

DISCHARGES: How many <u>adults</u> were discharged from the following systems within 30 days of becoming homeless?

64	Criminal Justice System (jails, prisons)	
65	Behavioral Health System (mental health hospitals or substance use treatment)	
66	Health Care System (hospitals)	

VETERAN SUBPOPULATION COUNT:
Out of the total households above, list the following information for <u>households that included a veteran</u>.

Veteran Households with Adults <u>and</u> Children (adults and children who are together on the night of the count)

67	Number of Households	
68	Total Number of People	
69	Total Number of Veterans	
70	# of People in Chronically Homeless Families (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)	
71	# of Households that are Chronically Homeless (head of household has a disability **AND** has been homeless for at least 1 year or has had 4 episodes totaling 12 months in last 3 years)	
	Gender (veterans only)	
72	Female	
73	Male	
74	Transgender	
75	A gender other than singularly female or male	
76	Questioning	
	Ethnicity	
77	Non-Hispanic/Non-Latino (a)(o)(x)	
78	Hispanic/Latino (a)(o)(x)	
	Race	
79	White	
80	Black, African American, or African	
81	Asian or Asian American	
82	American Indian, Alaska Native, or Indigenous	
83	Native Hawaiian or Other Pacific Islander	
84	Multiple Races	

Veteran Households <u>without</u> Children (single adults, adult couples without children, adults with adult sons/daughters)

85	Number of Households	
86	Total Number of People	
87	Total Number of Veterans	
88	# of People who are Chronically Homeless (have a disability **AND** have been homeless for at least 1 year or have had 4 episodes totaling 12 months in last 3 years)	
	Gender (veterans only)	
89	Female	
90	Male	
91	Transgender	
92	A gender other than singularly female or male	
93	Questioning	
	Ethnicity	
94	Non-Hispanic/Non-Latino (a)(o)(x)	
95	Hispanic/Latino (a)(o)(x)	
	Race	

96	White	
97	Black, African American, or African	
98	Asian or Asian American	
99	American Indian, Alaska Native, or Indigenous	
100	Native Hawaiian or Other Pacific Islander	
101	Multiple Races	

YOUTH SUBPOPULATION COUNT:

Out of the total households listed above, please list the following information for <u>households composed entirely of youth</u> (all people in the household are <u>age 24 or younger</u>).

	Unaccompanied Youth Households (age 24 or younger without their parent/guardian present: single youth, youth couples, groups of youth)	
102	Number of Households	
103	Total Number of Unaccompanied Youth	
104	Number of Unaccompanied Children 17 or younger	
105	Number of Unaccompanied Young Adults age 18-24	
	Gender	
106	Female	
107	Male	
108	Transgender	
109	A gender other than singularly female or male	
110	Questioning	
	Ethnicity	
111	Non-Hispanic/Non-Latino (a)(o)(x)	
112	Hispanic/Latino (a)(o)(x)	
	Race	
113	White	
114	Black, African American, or African	
115	Asian or Asian American	
116	American Indian, Alaska Native, or Indigenous	
117	Native Hawaiian or Other Pacific Islander	
118	Multiple Races	
	Parenting Youth Households (parent(s) age 24 or younger whose children are with them on night of the count)	
119	Number of Households	
120	Total Number of People	
121	Number of Parenting Youth (=a parent 24 or younger)	
122	Number of Parenting Youth age 17 or younger	
123	Number of Parenting Youth age 18-24	
124	Number of Children with Parenting Youth age 18-24 (children 17 or younger with parent(s) 18 - 24)	
125	Number of Children with Parenting Youth age 17 or younger (children with parent(s) age 17 or younger)	
	Gender (parenting youth only)	
126	Female	
127	Male	
128	Transgender	
129	A gender other than singularly female or male	
130	Questioning	
	Ethnicity	
131	Non-Hispanic/Non-Latino (a)(o)(x)	
132	Hispanic/Latino (a)(o)(x)	
	Race	
133	White	
134	Black, African American, or African	
135	Asian or Asian American	

136	American Indian, Alaska Native, or Indigenous	
137	Native Hawaiian or Other Pacific Islander	
138	Multiple Races	

METHODOLOGIES

What methods were used to conduct your sheltered count?
☐ Survey/interview with homeless persons ☐ HMIS ☐ Other (specify:)

DEFINITIONS OF TERMS

Unsheltered

An unsheltered homeless person is someone who, on the night of the Point-in-Time Count, was residing in a place not meant for human habitation. These places include the streets, parks, bus/train stations, encampments, cars, or abandoned buildings. Unsheltered situations do NOT include people doubled up with friends or family, people staying in hotels/motels they paid for themselves, people living in substandard housing, or people who are in institutions (hospitals, jail/prison, residential treatment facilities, etc.).

Households

- *Households with Adults and Children* include households in which at least one adult and one child are present on the night of the count.
- *Households without Children* include single adults, adult couples without children, and adults with adult sons/daughters. It also includes adults who have children, but whose children are not present with them on the night of the count.
- *Households of Only Children* are households in which every person is under the age of 18. This includes unaccompanied children under 18, adolescent parents and their children, adolescent siblings, or other household configurations composed only of children.

Chronically Homeless

- Definition: a homeless individual (adult or youth) or a homeless family with a head of household (adult or youth) who:
    - Has a disabling condition (serious mental illness, substance use disorder, developmental disability, PTSD, cognitive impairments from brain injury, chronic physical illness or physical disability)
    AND
    - Has been homeless and living in a place not meant for human habitation or an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years where the combined length of time homeless on those occasions totals at least 12 months

Veteran

- An adult who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Youth

- *Youth* are people age 24 or younger, including children under age 18 and young adults age 18-24.
- A *Youth Household* is a household made up entirely of youth age 24 or younger.
- A *Parenting Youth* is a person age 24 or younger who identifies as the parent/legal guardian of one or more children who are present with them on the night of the count, where there is no person over age 24 in that household.
- An *Unaccompanied Youth* is a person age 24 or younger who is not accompanied by a parent/legal guardian and is not a parent presenting with his/her children. Unaccompanied youth can be single youth, youth couples, or groups of youth presenting together as a household.

Please return forms to your **sub-regional lead** by **February 11 2022**. If you have questions, please contact your sub-regional lead agency for clarification or you may contact Linda Love or Brandie Risenhoover at 918-967-3325.

Sub-regional Lead: _____

Phone Number: _____

Southeastern Oklahoma Continuum of Care
At Risk/Imminently Homeless Point in Time Count
Date of Count: Thursday, 01/ 27 /2022
Please see the last page for definitions of terms used on this form.

Community:			
Counties covered in this report:			
Date of Count:		Contact Person:	
Email:		Phone:	

	Imminently Literally Homeless: Will lose housing **within 14 days**	**At Risk of Homelessness:** Housed, with risk factors (see Definitions)
Households made up of Adults with Children (adults and children who are together on the night of the count)		
1 Number of Households		
2 Total Number of People		
3 # of People age 17 or younger		
4 # of People age 18-24		
5 # of People age 25 or older		
Households without Children (includes single adults, couples without children, adults with adult sons/daughters)		
6 Number of Households		
7 Total Number of People		
8 # of People age 18-24		
9 # of People age 25 or older		
Households with Only Children (all members of household are under 18: unaccompanied children, adolescent parents and their children, adolescent siblings, etc.)		
10 Number of Households		
11 Total Number of Children age 17 or younger		
TOTALS		
12 Total People (Row 2 + 7 + 11)		
13 Total Adults (Rows 4 + 5 + 7)		

Subpopulations: How many **adults** from each household above are in the following categories:			
14	Seriously Mentally Ill		
15	Substance Use Disorder		
16	Persons with HIV/AIDS		
17	Victims of Domestic Violence (optional)		
18	Veterans		
How many adults do you know were discharged from the following systems within the past 30 days?			
19	Criminal Justice System (jails, prisons)		
20	Behavioral Health System (mental health/substance use)		
21	Health Care System (hospitals)		
DEFINITIONS OF TERMS			

Imminently Literally Homeless
- Someone who is at imminent risk of literal homelessness is currently housed and will lose his or her primary nighttime residence within 14 days, AND
- No subsequent residence has been identified, AND
- He or she lacks the resources or support networks needed to obtain other permanent housing.

At Risk of Homelessness
- Someone who is at risk of homelessness has an income below 30% of Area Median Income (AMI), AND
- Lacks the resources or support networks needed to prevent them from entering emergency shelter or an unsheltered homeless situation, AND
- Meets at least one of the following conditions: has moved 2 times in the last 60 days; is doubled up; will lose current housing within 21 days; lives in a hotel/motel (self-paid); lives in a severely overcrowded unit; is exiting a publicly-funded institution or system of care (hospital, mental health facility, foster care, jail/prison); or lives in housing associated with instability and increased risk of homelessness, as identified in the jurisdiction's Consolidated Plan.

Households
- *Households with Adults and Children* include households in which at least one adult and one child are present on the night of the count.
- *Households without Children* include single adults, adult couples without children, and adults with adult sons/daughters. It also includes adults who have children, but whose children are not present with them on the night of the count.
- *Households of Only Children* are households in which every person is under the age of 18. This includes unaccompanied children under 18, adolescent parents and their children, adolescent siblings, or other household configurations composed only of children.

Please return forms to your **sub-regional lead** by **February 11, 2022**. If you have questions, please contact your sub-regional lead agency for clarification or you may contact Linda Love or Brandie Risenhoover at 918-967-3325.

Sub-regional Lead: _____

Phone Number: _____

The Southeastern Oklahoma Continuum of Care

The Southeastern Oklahoma Continuum of Care is committed to prevent and end the tragedy of homelessness among individuals and families.

Serving Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc, and Pushmataha Counties.

Governance Charter

Approved 01/15/2014

Amended 08/02/2016

Amended 01/09/2017

Submitted for Approval 01/13/22

Contents

Organization

The name of this unincorporated organization is the Southeastern Oklahoma Continuum of Care (hereinafter referred to as the "SEO CoC"). HUD reference number OK-507.

Geographic Area

The SEO CoC covers a geographic area in southeastern Oklahoma spanning 21 counties. The area includes Atoka, Bryan, Carter, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Muskogee, Okfuskee, Okmulgee, Pittsburg, Pontotoc and Pushmataha.

Purpose

The purpose of the SEO CoC is to:

- Promote community-wide commitment to the goal of ending veteran and chronic homelessness by 2015, ending homelessness for families, youth and children by 2020, and setting a path to ending all types of homelessness;
- Help secure funding for efforts by nonprofit providers and local governments to re-house homeless individuals and families rapidly while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- Promote access to and effective utilization of mainstream programs by homeless individuals and families; and
- Optimize self-sufficiency among individuals and families experiencing homelessness.

Responsibilities

The SEO CoC is responsible for fulfilling duties as follows:

Operation of the CoC

- Hold meetings of the full membership, with published agendas, at least semi-annually;
- Issue a public invitation annually for new members to join within the geographic area;
- Adopt and follow a written process to select a CoC board and review, update, and approve the process at least once every 3 years;
- Appoint additional committees, subcommittees, or workgroups;
- Adopt, follow, and review annually a governance charter in consultation with the collaborative applicant and the HMIS lead;
- For CoC and ESG grants, collaborate with the Oklahoma Department of Commerce (ODOC) to establish performance targets appropriate for population and program type in consultation with recipients and subrecipients, then monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers;
- Establish a centralized or coordinated assessment system in consultation with recipients of ESG Funds; and

- Establish and follow written standards for providing CoC assistance in consultation with recipients of ESG Funds.

Designation and operation of a Homeless Management Information System (HMIS)

- Designate a single HMIS for its geographic area and designate an eligible applicant to manage its HMIS;
- Review, revise, and approve privacy, security, and data quality plans;
- Ensure consistent participation of recipients/subrecipients in HMIS; and
- Ensure that the HMIS is administered in compliance with HUD requirements.

Continuum of Care Planning

- Coordinate implementation of a housing and service system;
- Conduct, at least biennially, a Point-in-Time count of homeless persons that meets HUD requirements;
- Conduct an annual gaps analysis of homelessness needs and services;
- Provide information as required to ODOC so they can complete the Consolidated Plan;
- Consult with ODOC, state and local ESG recipients in the geographic area on the plan for allocating ESG funds and reporting/evaluating performance of ESG programs.

Preparation of a CoC Application for Funds

- Design, operate, and follow a collaborative process for the development of applications and approve submission of applications in response to the CoC Program Notice of Funding Availability (NOFA);
- Establish priorities for funding projects;
- Designate the collaborative applicant to submit the application;
- The collaborative applicant must collect and combine the required application information from all projects within the geographic area and will apply for funding for CoC planning activities.

CoC Membership

Open Membership and New Members

Membership in the SEO CoC is open to all stakeholders in the covered geographic area, including nonprofit homeless assistance providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve veterans, and homeless and formerly homeless individuals.

Annually, the SEO CoC shall issue a public invitation for any interested person within geographic area to become a member of the CoC. The invitation will be sent to relevant organizations in the

geographic area, shared at local coalition and interagency meetings, and posted on organizational websites.

New members may enroll at any time during the year by providing to the CoC their names, contact information, and any relevant affiliations.

Responsibilities of Members

Most of the responsibilities of the SEO CoC will be carried out by its Board (with input from Members), with the following exceptions:

- Members will vote directly to approve the governance framework set forth in this Governance Charter and any subsequent changes or additions to the Governance Charter;
- Every three years following initial approval of this Governance Charter, members will review, update, and approve changes to the Governance Charter;
- Unless the Board selection process is changed by a subsequent amendment to the Governance Charter, members will vote annually to elect directors to available board positions.

Membership Meetings

The full membership of the SEO CoC shall meet at least semi-annually. All SEO CoC members shall be notified of the date and location of membership meetings.

The first meeting of the year held in January will be the Annual Meeting. The agenda for the Annual Meeting will include:

- A review of any proposed changes to the SEO CoC Governance Charter followed by a vote on those changes;
- Review of the Point in Time Count documents and the Housing Inventory Count; and
- Any other business the Board chooses to put before its members.

Notice of Meeting

Notice of the place, date and time of each Membership Meeting, including the Annual Meeting, shall be sent to members by email or other reasonable means of communication at least one week (7 days) before the meeting date, along with the agenda for the meeting.

Quorum and Voting

The members present at any properly announced meeting of SEO CoC members shall constitute a quorum. Issues presented to SEO CoC members for a vote will be decided by simple majority of the votes cast.

Board

The SEO CoC shall be governed by a Board, which will provide oversight and accountability for all SEO CoC responsibilities. ~~The Board shall Responsibilities of the Board~~

Except for those responsibilities assigned to the SEO CoC members, the Board will act on behalf of the SEO CoC to fulfill the regulatory duties of a continuum of care set forth in 24 CFR § 578. The Board shall be responsible for approval and implementation of all CoC policies and procedures.

Board Membership

Composition

The Board will consist of an odd number of members including, at a minimum, a representative from each sub-regional lead agency. The Board should be representative of the stakeholder organizations represented within the CoC membership and must include a representative of the CoC Collaborative Applicant. The Board must, at all times, make every effort to ensure the participation of at least one homeless or formerly homeless individual on the Board.

Terms of Office

Board members will serve staggered terms of three years so that approximately one-third the members will stand for election each year. In the first year, newly-elected members will draw lots to determine the length of their term—one, two, or three years. There is no limit to the number of terms a board member may serve.

Nomination and Voting

Each year the existing Board will solicit recommendations from CoC members and develop for Membership approval a slate of candidates for election to the Board. The Membership will vote for open Board positions at the Annual Meeting.

Resignation and Removal

Unless otherwise provided by written agreement, any representative may resign at any time by giving written notice to the Chair. In addition, board members may be removed from the Board by a majority vote of remaining board members for repeated absence, misconduct, failure to participate, or violation of conflict of interest policies.

Vacancies

When a board member resigns or is removed from the Board or cannot serve his/her full term for any reason, the Board may appoint another SEO CoC member to fill the unexpired term.

Officers

Officers

The officers of the SEO CoC shall be a Chair, a Vice Chair, and a Secretary.

Election and Term

The officers shall be elected by the SEO CoC board members, annually, at the last meeting of the year. Each officer shall hold office for a term of one year or until their successors have been elected. No person may hold more than one office.

Chair and Vice Chair

The Chair is responsible for scheduling meetings of the SEO CoC, ensuring that the SEO CoC meets regularly or as needed, and for setting the agenda for meetings in collaboration with the Collaborative Applicant. In the absence of the Chair, the Vice Chair assumes the duties of the Chair.

Secretary

The Secretary shall keep accurate records of the acts and proceedings of all meetings of the CoC Board, or designate another person to do so at each meeting, including documenting all actions taken without a meeting. Such records will include the names of those in attendance. The Secretary shall give all notices required by law and by this Charter. The Secretary shall perform such other duties as the SEO CoC may designate, and shall chair SEO CoC meetings in the case of the absence of the Chair and Vice Chair.

Resignation of Officers

Unless otherwise provided by written agreement, any officer may resign at any time by giving written notice to the Chair or the Secretary. Any such resignations shall take effect at the time specified within the written notice or if the time is not specified therein upon its acceptance by the SEO CoC.

Officer Vacancies

Vacancies among the officers may be filled for the remainder of the term by a vote of the majority of the SEO CoC board members at any meeting at which a quorum is present.

Rules of Governance for the Board

Quorum and Voting

A number equal to a majority of the Board shall constitute a quorum for the transaction of business at any meeting.

At all meetings, business items may be decided by arriving at a consensus. If a vote is necessary, all votes shall be by voice or ballot at the will of the majority of those in attendance at a meeting with a quorum being present. Each representative seat shall have one vote. No member may vote on any item which presents a real or perceived conflict of interest.

Proxies

Board members may have non-voting proxies attend meetings in their place.

Action Without a Meeting

Any action that may be taken at any meeting of the SEO CoC Board may be taken without a meeting if that action is approved, in writing (e.g. letter, email) by a majority of all SEO CoC Board members who would be entitled to vote if a meeting was held for such purpose.

Committees and Working Groups

The SEO CoC will carry out its responsibilities through the work of a number of Committees and Working Groups. All CoC Members may participate on Committees and Working Groups. Policies and policy decisions made by Committees and Working Groups must be approved by the Board before taking effect.

Standing Committees

The SEO CoC shall have four standing committees, as follows:

Point in Time/Housing Inventory Count Committee

The Point in Time/Housing Inventory Count Committee facilitates activities surrounding the Point in Time Count and the Housing Inventory Count. These include:

- Develop and disseminate surveys and documents for use during the Count;
- Provide training at the Annual Meeting in January regarding Point in Time and Housing Inventory Count activities;
- Collect Count data from sub-regional lead agencies, compile and prepare Count data for entry into the HUD Homeless Data Exchange (HUD HDX);

Performance and Outcomes Committee

The Performance and Outcomes Committee will collaborate with the CoC Collaborative Applicant, CoC-funded entities, and CoC Membership to:

- Review PIT and HIC data, conduct a gaps analysis, and make recommendations for Board approval of the priorities to be used in ranking requests for CoC funding;
- Develop performance measures to evaluate SEO CoC's overall success in eliminating homelessness, using guidance available from HUD and making changes over time as necessary to incorporate new regulations or guidance available from state or local authorities;
- In collaboration with the Oklahoma Department of Commerce (ODOC), establish written standards and performance measures for ESG assistance and providers;
- Evaluate outcomes of projects funded under the ESG and CoC Program, and provide outcome data to the Collaborative Applicant to report to HUD; and

- Consult with state and local government agencies, homeless service providers, private funders, and other relevant entities and organizations to evaluate available resources and reach agreement about how those resources can be allocated most effectively to implement plans to eliminate homelessness.

Consolidated Application Committee

The Consolidated Application Committee will:

- Work with the Collaborative Applicant to design and implement a collaborative process for developing a consolidated application for SEO programs and projects seeking CoC funding;
- Review findings of the Performance and Outcomes Committee, the program priorities established by the Board, and the applications for new programs or projects, and make recommendations to the Board about which programs/projects to include in the annual CoC application, and rank projects for the application; and
- Develop and oversee operation of a grievance process for agencies whose applications for funding have not been selected by the CoC.

HMIS/Data Committee

The HMIS Committee will work with the HMIS Lead Agency to:

- Develop, annually review, and, as necessary, revise for Board approval a privacy plan, security plan, and data quality plan for the HMIS, as well as any other HMIS policies and procedures required by HUD.
- Develop for Board approval and implement a plan for monitoring the HMIS to ensure that:
  - Recipients and sub-recipients consistently participate in HMIS;
  - HMIS is satisfying the requirements of all regulations and notices issued by HUD;
  - The HMIS Lead is fulfilling the obligations outlined in its HMIS Governance Charter and Agreement with the CoC, including the obligation to enter into written participation agreements with each contributing HMIS organization.
- Oversee and monitor HMIS data collection and production of the following reports:
  - Annual Homeless Assessment Report (AHAR); and
  - Annual Performance Reports (APRs).

Other Committees and Working Groups

The CoC may establish committees or working groups as it deems necessary. One existing group will assist the CoC in meeting its regulatory obligations.

Centralized/Coordinated Intake and Assessment Work Group

This Work Group is planning for establishment and operation of a centralized or coordinated assessment system.

Designation of Collaborative Applicant and HMIS   Lead

Collaborative Applicant

KI BOIS Community Action Foundation (CAF), Inc. serves as the SEO CoC's Collaborative Applicant.

HMIS Lead

The United Way of Ponca City serves as the SEO CoC's HMIS Lead Agency.

HMIS Designation

The SEO CoC designates Bowman Systems ServicePoint as the single Homeless Management Information System for its geographic area.

HMIS Governance Charter

The duties and responsibilities of the SEO CoC, the HMIS Lead, the HMIS/Data Committee and Contributing HMIS Organizations are set forth in further detail in the HMIS Governance Charter.

Code of Conduct and Conflicts of Interest

Conduct and Attendance

Board members, committee members, and other SEO CoC representatives must exercise care, diligence and prudence when acting on behalf of the SEO CoC. These individuals must complete work they have agreed to undertake on behalf of the SEO CoC in a timely manner. In addition, they must attend Board and committee meetings and be prepared to discuss matters presented for their deliberation. Absence without notice or explanation for three meetings within a calendar year or repeated failure to complete work assignments will be grounds for removal from the Board and/or committee assignments.

Conflict of Interest

Rules Regarding Conflict

Board members, committee members, and other SEO CoC representatives must abide by the following in order to avoid conflicts of interest and promote public confidence in the integrity of the CoC and its processes. Failure to honor this rule will be grounds for removal from the Board and any of its committees.

- Whenever SEO CoC board members, committee members, representatives, or any of their immediate family members have a financial interest or any other personal interest in a matter coming before the Board or one of its committees, they must:
  o Fully disclose the nature of the interest; and
  o Withdraw from discussing, lobbying or voting on the matter.

Disclosure

At the beginning of every meeting of the Board or committee, Board and committee members must disclose if they have any conflicts of interest or potential conflicts of interest regarding any business included in the meeting's agenda.

Abstention from Decision-Making

Any matter in which board members or SEO CoC committee members have an actual or potential conflict of interest will be decided only by a vote of disinterested individuals. In addition, the minutes of any meeting at which such a vote is conducted must reflect the disclosure of interested board members' and committee members' actual or potential conflicts of interest and their abstention.

~~Continuum of Care Standards on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing~~

~~All CoC funded permanent supportive housing projects shall adhere to Notice CPD-16-011, "Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing."   The Continuum of Care Membership formally adopted Notice CPD-16-011 on August 2, 2016.   This Notice supersedes Notice CPD-14-012.   See Appendix A for further explanation.~~

Approval of Governance Charter and Subsequent Amendments

This Governance Charter and every subsequent amendment to it must be approved by a majority of SEO CoC members. In consultation with the Collaborative Applicant and the HMIS Lead, the Board will review the Governance Charter annually and recommend to CoC members changes to improve the functioning of the SEO CoC and maintain compliance with federal and state regulations. In addition, every three years, the Board will invite interested CoC members to participate in a review and discussion of the Governance Charter. Based on consensus achieved in that discussion, the Board will ask SEO CoC members to ratify the existing Governance Charter or approve proposed changes to the Governance Charter at the next annual or mid-year meeting.

FAQ ID:
1892

What is the order of priority for CoC Program-funded PSH beds that are either dedicated or prioritized for the chronically homeless?

Where the CoC has adopted the orders of priority described in the Prioritization Notice, recipients of either dedicated or prioritized CoC Program-funded PSH must select persons for permanent supportive housing in the following order:

Order of Priority 1 - A household should be prioritized first in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been homeless is at least 12 months continuously or over a of at least four occasions in the past 3 years where the total length of time homeless totals at least 12 months; and,
3. The individual or head of household has been identified as having severe service needs.

Order of Priority 2 - A household should be prioritized second in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least 12 months continuously or over a period of at least four occasions in the past 3 years where the total length of time homeless totals at least 12 months; and,
3. The individual or head of household has *not* been identified as having severe service needs; and,
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1 for dedicated or prioritized PSH.

Order of Priority 3 - A household should be prioritized third in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3; and,
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least four occasions in the past 3 years where the total length of time homeless totals less than 12 months; and,
3. The individual or head of household has been identified as having severe service needs; and
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1 and 2 for dedicated or prioritized PSH.

Order of Priority 4 - A household should be prioritized fourth in dedicated or prioritized PSH if all of the following are true:

1. Individual or head of household meets the definition of chronically homeless per 24 CFR 578.3;
2. The length of time the individual or head of household has been living in a place not meant for human habitation, a safe haven, or in an emergency shelter is at least four occasions in the past 3 years where the total length of time homeless totals less than 12 months (see FAQ 1897); and,
3. The individual or head of household has *not* been identified as having severe service needs; and
4. There are no chronically homeless households within the CoC's geographic area that meet the criteria under Order of Priority 1, 2, and 3 for dedicated or prioritized PSH.

Taken from the HUD Exchange website:

https://www.hudexchange.info/faqs/1892/what-is-the-order-of-priority-for-coc-program-funded-psh-beds-that-are/