

NASHVILLE-DAVIDSON COUNTY CONTINUUM OF CARE
HOMELESSNESS PLANNING COUNCIL (HPC)-MEETING MINUTES

<p>Planning Council Members Present: Rico X (Chair), Liz Mallard (Vice Chair), Jamie Villegas (ADA accommodated virtual attendance), Dr. Xyzeidria Ensley, David Langgle-Martin, Michelle Southard, D'Yuanna Allen-Robb, Andrea Hancock, Catherine Knowles, Alyssa Fernandez, HG Stovall, Drew Freeman, Courtney Johnston (<i>non-voting</i>), Jordan Huffman(<i>non-voting</i>), John Rutherford (<i>non-voting</i>), Angie Lawless, Jaha Martin, Lizzie Goddard</p> <p>Staff & Guests Present: April Calvin, Raquel de la Huerga, Allison Cantway, Derrick Smith, Kelly Muldoon, Chantelle Owens, Angie Hubbard, DeShaun Reed, Grant Winter, Kenna Hasler, Shanley Deignan</p>	<p>Date: August 13, 2025 Start Time: 8:30AM Place: Metro Council Chambers</p> <p>Recorded by: Raquel de la Huerga</p>
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AGENDA ITEM	DISCUSSION/CONCLUSION
<p>I. WELCOME, CONFLICTS OF INTEREST, MOMENT OF SILENCE, MINUTES AND CHAIRPERSON'S REPORT</p>	<p>► Welcome by Chair Rico X</p> <p>► Remembrance & Moment of Silence Members took a moment of silence for lives lost while experiencing homelessness in the month of July.</p> <p>► Review of July Minutes Jamie Villegas requested to correct the July minutes to reflect her request for an ad hoc committee on the subject of compensation of people with lived experience. Motion to approve the minutes with the correction. All in favor. Motion carries.</p>
<p>II. UNIFIED HOUSING STRATEGY</p>	<p>Angie Hubbard, the director of the Metro Planning Department's Housing Division, presented on the Unified Housing Strategy (UHS). The presentation focused on defining housing affordability, key findings of the Unified Housing Strategy, the scale of affordable housing the city needs, annual policy priorities, and the 10-year implementation plan.</p> <p>CM Johnston inquired whether the estimate of needing 90,000 new homes in the next ten years is for just Davidson County or including the surrounding areas. CM Johnston noted that the Area Median Income (AMI) indicated in the UHS is averaged across ten counties. Director Hubbard noted that the UHS utilizes AMI to align with other state and federal housing programs. Director Hubbard noted that half of Davidson County residents earn below 80% AMI. Director Hubbard shared that since the AMI is skewed because of surrounding counties with higher income they continue to push for housing that meets the needs of those earning 60% or 30% AMI. Director Hubbard offered to follow up with CM Johnston to determine if additional clarification is needed.</p> <p>HG Stovall inquired about limitations on the sale of private properties that stipulate requirements for affordable housing development. HG noted the need to offer incentives and encourage landowners and developers to participate in the creation of affordable housing. CM Huffman noted that state restrictions on zoning mechanisms cause the city to need to find developers wanting to contribute towards solutions, however, they can also change their mind at any time.</p>
<p>III. PUBLIC COMMENT</p>	<p>Chair X opened up a public comment period. No comments were provided.</p>

<p>IV. COORDINATED ENTRY POLICIES AND PROCEDURES MANUAL</p>	<p>Coordinated Entry (CE) Oversight Committee Chairs Grant Winter and DeShaun Reed shared that their committee had completed their review and revisions to the CE Policies and Procedures Manual. The committee hopes to introduce the draft to the Homelessness Planning Council in August to provide members time to review the proposed changes before it is voted on in September.</p> <p>Chair Winter noted that the Manual is reviewed and updated annually so it will remain a living document that can continue to be adapted to meet community needs. Chair Winter noted that the CE Oversight Committee is one of the Continuum of Care's (CoC's) newest committees and its role, as outlined in the CoC Charter, is to strengthen and provide oversight for the CE process. Since CE Oversight is a new committee they looked to create new language in the document to outline their role for policies, procedures, and practices. Chair Winter noted that the committee received a significant amount of public comment and looked to make adjustments to the document in response. The document was also reorganized to reflect the flow of the CE process, focusing on outlining specific components for CE access, assessment, prioritization, and referral. Chair Winter noted that CE is not just one agency's responsibility so it was important to spell out in the document the roles and responsibilities of all parties involved. Chair Winter added that the Domestic Violence Coordinated Entry (DV CE) has its own policies and procedures.</p> <p>Chair Reed noted that the majority of the public comments that the committee received regarding the Manual focused on prioritization and encampment response. The committee went back and forth over several meetings discussing how to respond to those concerns and workshopped language to balance best serving the community. The committee is recommending that any encampment closures and prioritization changes go before the CE Oversight Committee before they can go into effect to allow the community an opportunity to provide oversight on how we use limited CE resources. Chair Reed noted that this addition to the Manual would not limit the CE lead from using non-CE resources to respond to help serve individuals in encampment closures. The committee believes these changes would still allow adequate flexibility and nimbleness to address needs as they arise, but the committee is hoping this strategy can create a more equitable and person-centered process. The committee recognizes these changes may contradict the Outdoor Homelessness Strategy, however, that strategy was created before the CE Oversight Committee was put in place.</p> <p>Councilman Huffman noted that there are gaps in the Outreach Access Points listed in the Appendix of the document, specifically in the Donelson/Hermitage and Bellevue areas of town. The committee chairs noted they had hesitation of including the Outreach Access Points in the document as those sites change regularly based on emerging needs.</p> <p>Michelle Southard asked if the Grievance Procedures section was new. Committee chairs responded that the grievance procedures were not new, but some adjustments were made. Additional language was also added to the section on Continuous Improvement.</p> <p>Alyssa Fernandez noted that in one section the document indicates that clients are to check in for CE every 89 days and in another part of the document it says 90 days before the client becomes inactive in the system. Dr. Monte Talley from the OHS CE team noted that updates need to be entered within 89 days because on the 90th day that client will become inactive. Dr. Talley noted that service providers are encouraged to do an update every 60 days. Dr. Talley noted that there is a process in place where HMIS staff will go in to exit clients from CE and eventually the By Name List. Alyssa asked if there are safeguards for user error from service providers to ensure that individuals in need remain on the By Name List to be considered for services.</p> <p>Lizzie Goddard noted a desire to have more detail of what resources are flowing through Coordinated Entry to assess communicating what does and does not go through Coordinated Entry.</p>
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V. ALIGNMENT BETWEEN THE STRATEGIC PLAN AND THE CONSOLIDATED APPLICATION	<p>Chair X noted that the Executive Committee discussed the need to better understand alignment between the Continuum of Care Strategic Plan and what is submitted on the Continuum of Care’s behalf in the Consolidated Application. Allison Cantway noted that the Consolidated Application is submitted to the U.S. Dept of Housing and Urban Development as a part of the Notice of Funding Opportunity. Allison noted that the Consolidated Application is used to score Continuum of Care in the national competition for Continuum of Care funding. Allison shared that over 30% of the Continuum of Care’s scoring comes from the Systems Performance Measures. Allison pulled responses from the previous year’s Consolidated Application to highlight connections to the Strategic Plan. Areas that needed improvement were infection disease prevention, services for Domestic Violence Survivors, and establishing a Continuum of Care Emergency Transfer Plan.</p>
VI. FUNDED AGENCY PERFORMANCE	<p>Chantelle Owens from the Office of Homeless Services Homeless Management Information System (HMIS) team presented performance data for Continuum of Care-funded agencies. The reporting period for this report was from October 1st 2024 to July 31st 2025. The report focuses on the federal Systems Performance Measures, which are pulled from HMIS data, specifically those that are relevant for projects.</p> <p>Data from the Mary Parrish Center was not included in the report, because they cannot participate in HMIS. Additionally, the Oasis Center Supportive Services Only project was omitted since it is not a housing program. Chantelle noted that some data points make look different across projects because they are for different project types.</p> <p>Michelle Southard asked if the Homelessness Planning Council is the intended audience for the metrics. Chantelle noted that the Systems Performance Measures are intended for the entire community and get reported annually. This report helps to assess performance at the agency level and hold accountability. Michelle suggested for future reports to indicate how many participants were served to better contextualize data points that are in percentages. Michelle asked to identify target or benchmarks to help identify what is considered strong or poor performance. Michelle added that it could be helpful to write the reports in plain language to make the document more accessible. Allison noted that the federal government primarily looks at whether communities are improving year over year, but the Office of Homeless Services can also pull national averages. D'Yuanna Allen Robb noted the need to also compare the Systems Performance Measures to the monthly HMIS report.</p>
II. UPDATES & REPORTS	<p>► Continuum of Care Updates, Kenna Hasler: The General Membership will meet again on Thursday, August 21st at 10:30AM at the Nashville Rescue Mission. Kenna asked if members has any requests for items to bring back to the General Membership, none were shared. Kenna is hoping to bridge communication between the Homelessness Planning Council and the General Membership.</p> <p>Kenna Hasler provided highlights from the Continuum of Care Committees Updates Report.</p> <p>Chair X noted that the General Membership has requested for there to be a committee to work on compensation of people with lived experience. Chair X shared since the Governance Charter Committee is currently working to address barriers to compensation he is hoping that may resolve the concern. Chair X added that he hopes at the next All Chairs meeting there will be an opportunity to coordinate across the CE Manual and the Outdoor Homelessness Strategy.</p> <p>Office of Homeless Services Director’s Report, April Calvin: Director Calvin noted that the Office of Homeless Services is working to update the American Rescue Plan Act funding report. Director Calvin noted the need for the community to prepare to respond to weather emergencies, including subscribing for MEANS notifications. The Landlord Engagement Team is hosting Shared Housing trainings across the community. Nashville received an award from Community Solutions for a Veterans Systems Lead, the position has been fulfilled by Kelsea Combs.</p> <p>► Collaborative Applicant Report, Allison Cantway: The Office of Homeless Services continues to wait for the Notice of Funding Opportunity to drop and tracking federal change.</p>

	<p>► HMIS Monthly Report, Kelly Muldoon:</p> <p>Kelly Muldoon shared the HMIS Monthly Report. Kelly noted that the report is missing data from the Nashville Rescue Mission as they noted a discrepancy in the data import that should be resolved for the September report.</p>
ADJOURN	10:16AM