



Northlake Homeless Coalition (NHC)

Northshore Coatney Center Conference Room
807 North Columbia Street, Covington, LA 70433

September 12, 2018

1:30 PM – 3:00 PM

NHC Providers and Stakeholders Association Meeting

Agenda

- I. Welcome/Introductions – Be sure to sign-in!**

- II. NHC Business**
 - A. Continuum of Care Application Overview
 - B. Anti-Discrimination Policy and Equal Access Training
 - C. Racial Disparities Report

- III. Housing Opportunities and Agency Announcements – Membership**

- IV. Adjourn**

CONTACT INFORMATION

Northlake Homeless Coalition – Amanda Mills, Executive Director, amills@northlakehomeless.org,
985.626.6681, P.O. Box 53, Mandeville, LA 70471

Northlake HMIS Data Project – Erin Matheny, Director, erin.matheny@southeastern.edu,
985.549.5373, SLU Box 10509, Hammond, LA 70402

Northlake Homeless Coalition Providers and Stakeholders Association
September 12, 2018

| Name [PLEASE PRINT] | Agency Name [PLEASE PRINT] | Phone Number | Email Address <small>(Indicate if you would like to be added to the NHC mailing listserv and receive future announcements from the NHC.)</small> | Area Served |
|------------------------|--|-----------------|---|---|
| JAMES SCHMIDT | NHC | 985-285-7094 | j.schmidt@nhc.com I want my email address to be added to the NHC mailing listserv. | St. Tammany Washington Livingston Tangipahoa St. Helena All five |
| Jesse Dobler | NHC | 985-351-6704 | I want my email address to be added to the NHC mailing listserv. | Tangipahoa St. Helena All five |
| Erin Matheny | Northlake HMS Data Proj Southeastern LA Univ | 985.599.5373 | I want my email address to be added to the NHC mailing listserv. | Tangipahoa St. Helena All five |
| KAT ZARINSKI | NAIMI ST. TAMMANY | 985 624-4129 | I want my email address to be added to the NHC mailing listserv. | Tangipahoa St. Helena All five |
| Tammy Ppuls | NHC | 985-2019747 | I want my email address to be added to the NHC mailing listserv. | St. Tammany Washington Livingston Tangipahoa St. Helena All five |
| Jason R. Job | L FIC | 985-705-0770 | I want my email address to be added to the NHC mailing listserv. | St. Tammany Washington Livingston Tangipahoa St. Helena All five |
| John Lyons | OPH | 985-545-4857 | I want my email address to be added to the NHC mailing listserv. | St. Tammany Washington Livingston Tangipahoa St. Helena All five |
| Shawn Eassey | Safe Housing | 985-626 5710 | I want my email address to be added to the NHC mailing listserv. | St. Tammany Washington Livingston Tangipahoa St. Helena All five |

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|------------------------|-------------------------------|----------------------|---|---|
| Roy McLoughlin | STRGOD | 646-7000 898-3074 | rsnda@strgod I want my email address to be added to the NHC mailing listserv. | <input checked="" type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five |
| Ivan Ferrouillet | VOA SSVF | 504-676-0748 | iferrouillet@voa.gov I want my email address to be added to the NHC mailing listserv. | <input checked="" type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five - DOUABRIANUS |
| Leann Lorenz | VOA5 RIA | 985-674-0489 | I want my email address to be added to the NHC mailing listserv. | <input type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five |
| Demetrius Ujus | NL HMIS | 6985 | I want my email address to be added to the NHC mailing listserv. | <input checked="" type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five |
| Thomas Jordan | LITROPIT | 573-4880 | I want my email address to be added to the NHC mailing listserv. | <input type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five |
| | | | I want my email address to be added to the NHC mailing listserv. | <input type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five |
| | | | I want my email address to be added to the NHC mailing listserv. | <input type="checkbox"/> St. Tammany <input type="checkbox"/> Washington <input type="checkbox"/> Livingston <input type="checkbox"/> Tangipahoa <input type="checkbox"/> St. Helena <input type="checkbox"/> All five |



Northlake Homeless Coalition

Providers and Stakeholders Membership Meeting Minutes
July 11, 2018

Tangipahoa Parish Permits Building
15485 West Club Deluxe Road
Hammond, LA

Meeting Attendees:

| Name | Agency / Affiliation |
|-------------------|--|
| Matheny, Erin | Northlake HMIS |
| Doctor, Jesse | Northlake Homeless Coalition |
| Jackson, Carolyn | Northlake Homeless Coalition |
| Mills, Amanda | Northlake Homeless Coalition |
| Lasalle, Laurie | Quad Area CAA – Quad Vets |
| Zarinski, Kat | NAMI St. Tammany |
| Lovern, Jeanne | Volunteers of America SELA |
| Eastridge, Sheri | Safe Harbor |
| McLaughlin, Roy | St. Tammany Parish CAA |
| Jones, Demetrius | Northlake HMIS |
| Populus, Tammy | Northlake Homeless Coalition |
| Jordan, Thomas | OPH Region 9 |
| Schimmeck, Debbie | Community Christian Concern of Slidell |
| Minnimah, Nnenna | SAFE Tangipahoa |
| Carter, Lori | Northlake Homeless Coalition |
| Rich, Jason | LHCC |
| Lewis, Bonnie | NHC Board Member |

- I. **Call to Order:** The meeting was called to order at 1:42 PM by Amanda Mills of the Northlake Homeless Coalition. Each attendee introduced themselves and their represented organization.

II. Northlake Homeless Coalition (NHC) Business

A. HMIS Report

Erin Matheny presented the most recent HMIS Report. She stated the current use of the system, user trainings, and future trainings and meetings. Full information can be found in attached Northlake HMIS Director's Report for July 11, 2018.

B. NHC Governance Vote

Ms. Mills presented the results of the changes to the Governance Charter, as voted upon by the NHC Provider and Stakeholders. The changes to the Governance Charter passed.

C. Continuum of Care Application Overview

Ms. Mills presented an overview of the Continuum of Care Application and the corresponding calendar of events. She stated that the information has been made available to applicants. There will be a web conference on July 24th for complete participant information and questions. The applicants must submit finalized project applications by August 13. The Community Evaluation will take place on August 14 for project voting. Participation for Community Evaluation is open to the public. (See scanned copy of 2018 NHC Continuum of Care Application Calendar for complete conversation.)

Debbie Schimmeck of Community Christian Concern inquired as to an aspect of the submission process in the eSNAPS system. Ms. Mills stated that she would provide a walkthrough and more detailed information at a convenient time for Ms. Schimmeck at some point in the next few days.

III. Housing Opportunities and Agency Announcements

Ms. Mills inquired as to any housing opportunities or agency announcements from the represented organizations.

The Northlake Homeless Coalition will be holding the Community Evaluation on August 13, 2018 at the Slidell branch of the St. Tammany Library at noon.

Ms. Matheny reiterated that HMIS new user training is prescheduled for the first Thursday of every odd month, with registration being the Friday before the training.

IV. Adjournment

There being no further business, the meeting was adjourned at 3:31 PM by Ms. Mills.



Northlake Homeless Coalition

CoC Anti-Discrimination Policy: Ensuring Equal Access

Effective Date:

Purpose: To ensure that individuals receive fair treatment when accessing homeless service programs and that homeless service providers are not further contributing to discrimination and marginalization of persons on the basis of actual or perceived sexual orientation, gender identity or marital status.

Scope: This policy applies to all current and future recipients and subrecipients of CoC and ESG program funds for region LA-506 and the CoC Collaborative Applicant, the Northlake Homeless Coalition.

Background: In January 2011, citing evidence suggesting that LGBT individuals and families do not have equal access to housing, HUD initiated rulemaking to ensure that HUD's programs remain open to all eligible persons regardless of sexual orientation, gender identity, or marital status. The results of this are the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity and the Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs Final Rules.

Responsible Party: The NHC Executive Director, in conjunction with the Governance Committee Chair, is responsible for administering and enforcing this policy. This policy will be reviewed and updated annually by the Governance Committee. The Governance Committee is a committee of the NHC Board, but its membership is not exclusive to NHC Board members. The Governance Committee will submit any revisions of this policy to the NHC Board. The NHC Providers and Stakeholders Association will have the opportunity to review and submit feedback regarding any proposed changes prior to a NHC board vote.

I. Policy Statement

This policy is established to ensure that HUD CoC and ESG-funded providers within the Northlake Homeless Coalition comply with 24 CFR Part 5 [Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs](#) and 24 CFR Parts 5, 200, 203, 236, 400, 570, 574, 882, 891, and 982 [Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity](#)

II. Definitions

Assigned/Designated Sex at Birth: Frequently a binary designation of "male" or "female," based on the person's internal or external anatomy at birth, assigned at birth, typically by a medical

professional (e.g. sex listed on birth certificate). It may or may not correspond to one's gender identity.

Cis-Gender: refers to a non-transgender person. The prefix "cis" means "matches," So, cis-gender means that one's sex assigned at birth "matches" one's gender identity.

Gender Expression: external expression of gender identity (note that many times people do not feel they can safely express their gender identity). It is exhibited through: behavior, clothing, hairstyle, body language, and voice, does not always correspond to a person's gender identity and may change over time or even day-to-day.

Gender Identity: the gender with which a person identifies, regardless of the sex assigned to that person at birth and regardless of the person's perceived gender identity. Perceived gender identity means the gender with which a person is perceived to identify based on that person's appearance, behavior, expression, other gender related characteristics, or sex assigned to the individual at birth or identified in documents.

Gender-Neutral: language used to describe "all gender" or unisex spaces, (i.e. gender-neutral or all gender bathrooms), language about relationships (spouse or partner, instead of wife/husband or boyfriend/ girlfriend),

Gender Non-Conforming: refers to someone who does not conform to traditional gender roles or stereotypes. Traditional roles and stereotypes vary based on different cultural and societal ideals. Individuals may be perceived as having a different gender than their outward appearances (behavior, clothing, hairstyle, body language, voice).

Transitioning (Gender Transition): Process that some (but not all) transgender people go through to begin living as the gender with which they identify, rather than the sex assigned to them at birth. Transitioning does not require medical treatment.

Transgender: Umbrella term for people whose gender identity is different from their assigned sex. Occasionally, an individual may determine they no longer identify as transgender after they transition.

Trans Woman: Someone who lives or identifies as a woman, even though they were assigned male at birth may or may not have undergone medical treatments. Sometimes referred to as "Male-to-Female" or "MTF," but these terms may not be preferred as they can over-emphasize that the person was born male rather than her current identity.

Trans Man: Someone who lives or identifies as a man but was assigned female at birth. May or may not have undergone medical treatments. Sometimes referred to as "Female-to-Male" or "FTM," but these terms may not be preferred as they can over-emphasize that the person was born female rather than his current identity.

Sexual orientation means one's emotional or physical attraction to the same and/or opposite sex (e.g., homosexuality, heterosexuality, or bisexuality). Distinct from one's gender expression or identity.

III. Requirements for HUD-funded Programs

- A. §5.5.105 Equal Access to HUD-assisted or insured housing: Eligibility for HUD assisted or insured housing. A determination of eligibility for housing that is assisted by HUD or subject to a mortgage insured by the Federal Housing Administration shall be made in accordance with the eligibility requirements provided for such program by HUD, and such housing shall be made available without regard to actual or perceived sexual orientation, gender identity, or marital status.
- B. §5.5.106 Equal Access in accordance with the individual's gender identity in community planning and development programs:
 1. Applicability. This section applies to assistance provided under Community Planning and Development (CPD) programs, including assistance under the following CPD programs: HOME Investment Partnerships program (24 CFR part 92), Housing Trust Fund program (24 CFR part 93), Community Development Block Grant program (24 CFR part 570), Housing Opportunities for Persons With AIDS program (24 CFR part 574), Emergency Solutions Grants program (24 CFR part 576), Continuum of Care program (24 CFR part 578), or Rural Housing Stability Assistance Program (24 CFR part 579). The requirements of this section apply to recipients and subrecipients, as well as to owners, operators, and managers of shelters and other buildings and facilities and providers of services funded in whole or in part by any CPD program.
 2. Equal access in accordance with gender identity. The admissions, occupancy, and operating policies and procedures of recipients, subrecipients, owners, operators, managers, and providers identified in paragraph (a) of this section, including policies and procedures to protect privacy, health, safety, and security, shall be established or amended, as necessary, and administered in a nondiscriminatory manner to ensure that:
 - Equal access to CPD programs, shelters, other buildings and facilities, benefits, services, and accommodations is provided to an individual in accordance with the individual's gender identity, and in a manner that affords equal access to the individual's family;
 - An individual is placed, served, and accommodated in accordance with the gender identity of the individual;
 - An individual is not subjected to intrusive questioning or asked to provide anatomical information or documentary, physical, or medical evidence of the individual's gender identity; and
 - Eligibility determinations are made and assisted housing is made available in CPD programs as required by §5.105(a)(2).
 3. Placement and accommodation in temporary, emergency shelters and other buildings and facilities with shared sleeping quarters or shared bathing facilities:

- Placement and accommodation. Placement and accommodation of an individual in temporary, emergency shelters and other buildings and facilities with physical limitations or configurations that require or are permitted to have shared sleeping quarters or shared bathing facilities shall be made in accordance with the individual's gender identity.
- Post-admission accommodations. A recipient, subrecipient, owner, operator, manager, or provider must take nondiscriminatory steps that may be necessary and appropriate to address privacy concerns raised by residents or occupants and, as needed, update its admissions, occupancy, and operating policies and procedures in accordance with paragraph (2) of this section.

IV. Strategies to Implement the Equal Access Rule: CoC and ESG funded programs must develop in writing, implement and document procedures to ensure implementation of the Equal Access Rule. Specific strategies or procedures may include but are not limited to:

- A. Inclusive Policy Standards: Anti-discrimination policies and procedures that:
- Ensure placement and accommodation are made in accordance with an individual's gender identity.
 - Ensure agency uses appropriate, inclusive language in communications, publications, trainings, personnel handbooks and other policy documents that affirms the agency's commitment to serving all eligible clients in adherence with the Equal Access Rule.
 - Have an anti-harassment policy that includes transgender and non-gender conforming in the list of groups vulnerable to harassment and/or list of protected groups.
 - Have a formal grievance process that is prompt, transparent and consistent in managing and resolving violations.
 - Include confidentiality practices that keep's a client transgender status confidential, unless the client gives permission to share this information.
 - Allows for clients to request a private space for intake and data collection.
 - Outlines safety practices including respecting the client's evaluation of their own safety practice regarding proposed housing options and accommodating reasonable clients requests regarding safety.
- B. Communicating and Training on Policy: HUD-funded agencies must make the Equal Access Rule policies and procedures publicly available through the commonly used public notification processes of the respective agencies. Agencies must ensure staff, volunteers and contractors are provided a copy of the agency's policies and practices regarding Equal Access requirements and are regularly trained to comply with all anti-discrimination policies and procedures.