

Executive Committee | MINUTES

Meeting Date; Time: 6/5/17; 2:00-4:20pm

Meeting Location: People Inc. office;
Woodstock

Type of Meeting	Regular Meeting
Note taker	Amber Joiner-Hill (NSVRC)
Attendees	Candy Phillips (First Step), Seli Perry (Mercy House), Valerie Roth (People Inc.), Brandon Davis (NSVRC), Michael Wong (HRHA), Laura Black—guest (HRHA)
Absent	Kim Herstritt (Literacy Volunteers)

3/6/17 and 5/17/17 minutes approved

Agenda Topic: VHSP Updates

Presenter: Shannon, Seli

Discussion

- Grantees have expended all VHSP funds
- Mercy House is using Housing Trust funds for rapid rehousing and SAS has access to those funds as well to serve clients in the northern region
- A summary of performance highlights will be shared during the July quarterly meeting

Agenda Topic: Best Practices Committee

Presenter: Valerie

Discussion

- Due to time constraints, Valerie is stepping down as Committee Chair and will end her term at the end of July
- No one has volunteered for the Chair position yet; Valerie will contact each of the current members individually to gauge interest
- It was suggested to reach out to Emily McCarty to join as a member

Agenda Topic: Northwestern CSB

Presenter: Michael, Laura

Discussion

- There are concerns with the agency’s HMIS data quality and Michael contacted the Executive Director and Program Director to bring attention to the issue and potential impact on future funding
- The agency hadn’t been conducting annual updates with their clients as what should have been happening; Laura worked with the agency and much progress has been made and there are still six client files that need to be fixed

- One issue in HMIS is that NWCSB doesn't have access to what other service providers have written about shared clients—these are clients from around five years ago
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Agenda Topic: *FY17 CoC Ranking Team*

Presenter: *Amber*

Discussion

- Earlier this year, the CoC decided to create a group of stakeholders not funded through the CoC to assist the C&E Committee in reviewing and ranking CoC grant applications; goal is to decrease any effects of conflict of interests or biases and expand community partnerships
 - There is concern about bringing in external stakeholders because they might not be informed about the goals of HUD or the understanding of homeless service provision
 - It was indicated that the scope of work of the recent Request for Proposals from HRHA would include analysis and streamlining of the current grant ranking processes (VHSP and HUD); this analysis would be complete in time for next year's funding processes
 - There is some interest in creating one ranking process this year in time for the FY17 HUD NOFA and then change the process next year, after the agency selected from the RFP identifies a way to review and rank applications; thoughts that this could cause much confusion
 - Potential external stakeholders to bring in for the FY17 HUD NOFA: United Way Executive Directors within the region, affordable housing providers, Community Service Boards, homeless school liaisons, local elected officials, government administrators
 - It was suggested that the Exec. Committee reach out to external stakeholders over the next month, educate them about the CoC and funding process, include them in this year's NOFA, and then the agency that implements the RFP creates a governance and asking those stakeholders to adopt the new governance that may be different from what the process was when the stakeholders started
 - Another idea was to have the Executive Directors of all local United Ways participate on the review and ranking process for the FY17 HUD NOFA and tell them that this particular funding cycle is part of a larger transition that the CoC will make to its grant review and ranking processes
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Agenda Topic: *Strategic Plan*

Discussion

- The rest of the meeting was spent reviewing and finalizing content for Goal 1 of the Plan; Goal 2 to be discussed at a future meeting
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Agenda Topic: *Other*

Discussion

- The CoC needs to identify a new Northern LPG Vice-Chair and a person with current or previous experience being homeless for the Executive Committee—Kim Herbstritt and Nathaniel Daniel previously held those positions, respectively; Laura Black nominated herself for the Exec. Committee role

to be approved