



Continuum of Care Board Meeting Minutes

October 20, 2016

3pm-5pm

Our Daily Bread – Room 121

725 Fallsway

Board Members Present: Sister Helen Amos, David Clements, Vidia Dhanraj, Antonia Fasanelli, Margaret Flanagan (on behalf of Kevin Lindamood), Damien Haussling, Jeff Hettleman, Tina Hike-Hubbard, Amy Kleine, Gabby Knighton (on behalf of Crista Taylor), Traci Kodeck, Bill McCarthy, Bill McLennan, Luciene Parsley, John Schiavone, Joe Wood

Staff Present: Vidia Dhanraj, Danielle Meister, Hannah Roberts, Elizabeth Botkin

AGENDA

I. Welcome & Review Agenda

Board Co-Chair, Bill McLennan, welcomed Board members and meeting participants and reviewed the agenda.

II. Approve Minutes from August Board Meeting

Approved, all in favor.

III. RFP Planning

Board Co-Chair, Tina Hike-Hubbard, provided an overview of the RFP Design Team's activities and Joe Wood provided an overview of all RFP planning activities, including the public release of the RFP draft on October 18th.

Bill McLennan provided an overview of the RFP draft, including eligibility requirements and components of the document. This included a requirement for at least two single audits, a line of credit, and matching capacity.

Board discussed the match requirement, quality of the document, opportunities to articulate needs and goals, and the process of creating the document. The Board voted 12 to 2 in favor of a recommendation to the Continuum to support the RFP and its issuance, with an emphasis on the understanding and support for the Continuum to make a final decision.

IV. Governance Implementation

Governance Committee Chair, Joe Wood, provided updates on the committee's work to develop and implement new governance documents and procedures.



The Continuum Membership Commitment Form has been finalized and was released in September. The committee will recommend that the form be utilized to establish formal membership and voting rights.

The Governance Charter, Bylaws, and recommended amendments have been finalized and were publicly released on October 18th. The Continuum will vote on these documents in the next Continuum meeting on November 1st.

The Board discussed the documents, including aspects related to decision-making via email and options for conference call participation in Board meetings. The Board also discussed the decision-making authority of the Continuum, Board, and committees, particularly as it relates to funding decisions and the Standards of Care. All responsibilities and levels of authority are outlined in the governance documents, with the option for Continuum and Board members to suggest amendments in the future.

The Board also reviewed draft recommendations for the implementation of a nomination and election process to select Board members for terms starting in 2017 and discussed strategies for developing a ballot for the election. No action or vote was taken. The Governance Committee will continue to work to establish specific procedures for the implementation of nomination and election processes.

V. Approve Policies and Procedures

Data & Performance Committee Chair, Joe Wood, reviewed the HMIS Policies and Procedures. HMIS Lead Analyst, Elizabeth Botkin, reviewed the timeline for recent revisions. The Board voted unanimously to approve the new HMIS Policies and Procedures.

VI. Review Journey Home Budget Report

Resource Allocation Committee Chair, Amy Kleine, reviewed the Journey Home Budget Report and stated that there were no recommendations at this point. The Committee will develop recommendations after the Journey Home benefit event.

It was also reported that in addition to the existing use of Journey Home funds for staffing capacity, CoC funds available through MOHS will be used to support emerging staffing needs.

VII. Youth Demonstration Grant Application

CoC Coordinator, Danielle Meister, provided updates on behalf of the Youth & Young Adult Workgroup. The Workgroup is currently pursuing funding through HUD's Youth Homelessness Demonstration Program. HUD will select 10 communities and award a total of \$33 million.

The Workgroup is currently developing agreements with community partners and establishing a Youth Advisory Board in advance of the application deadline on November 30th. Announcements are expected in February or March 2017.



VIII. Committee & Workgroup Reports

The Board were informed of and provided with written reports from each committee and workgroup.

IX. Updates and Announcements

On behalf of Allison Buchalter, Hannah Roberts provided updates on the Journey Home benefit event. For the first year, the event will be open to the public, with at least 700 guests expected, including 200 with VIP tickets. The event will be held at The Lyric with performances by Leslie Odom, Jr. and the Roots. Catering will be provided by Classic Catering and Centerplate will remain as the presenting sponsor. Catherine Pugh and Arsh Mirmiran are co-chairs for the event.

Vidia Dhanraj, Homeless Services Program Director, announced that the Police Department is launching a street outreach program to address homelessness. Downtown Partnership is also committed to doing outreach work.

Amy Kleine announced that a 12-unit permanent housing program in Upton has been funded and Healthcare for the Homeless will proceed with implementation, utilizing vouchers through Housing Authority.

Traci Kodeck announced interest from HCAM's Board in addressing homelessness as a priority issue.

VIII. Public Comments

Christina Flowers spoke on the need to address engagement, collaboration, and service challenges.

IX. Adjournment

*Next Board Meeting:
Thursday, December 15, 3-5pm
Location TBD*