**GA-506 Marietta/Cobb Continuum of Care**

**Board of Directors Meeting**

**August 9, 2016**

**Minutes**

**Members Attending**: Jeri Barr, Carolyn Bridges, Tyler Driver, Chris Fields, Bryan Stephens, John Shereikis, Karen Carter, Reuben Green, Fran Sutton, Kathleen Vaughn, Jim Hartsfield

**Guests Attending**: Rachel Castillo, Cassi Haberler, Yvonne DePina

**Staff** **Attending**: Lee Freeman-Smith, Joan Toder

***Welcome***

The meeting was called to order by Chris Fields, Co-Chair.

***Attendance and Proxy***

Jeri Barr confirmed attendance and quorum was in place. Veronica Sigalo gave her proxy to Tommie Jones but he was not in attendance.

***Rating and Ranking Process***

Carolyn Bridges thanked the rating and ranking committee for their efforts in helping to update the process document.

Lee Freeman-Smith presented the entire document which covered the following:

CoC’s ARD = $2,132,318

CoC’s FPRN: $2,412,880

* Tier 1 is equal to 93% of the CoC’s FY2016 Annual Renewal Demand ($2,132,318) approved by HUD on the final HUD-approved Grant Inventory Worksheet (GIW). The amount available in Tier 1 is $1,983,056. Tier 2 is the difference between Tier 1 and the CoC‘s ARD ($149,262) plus any amount available for the permanent housing bonus. CoCs may apply for up to 5% of its FPRN for the permanent housing bonus ($120,644 based on PPRN). The amount available for Tier 2 is approximately $269,906.
* Creation of New Projects
* HUD Policy and Program Priorities
* Strategic Resource Allocation
* Marietta/Cobb CoC Policies
* Project Ranking Policy
* Project Review
* Appeal Process

Overall discussion:

There was much discussion on whether to use the same 80-20 points scale for monitoring and performance as last year or to distribute points differently so as not to penalize organizations that had a lower monitoring score, but had made progress over the last year. The consensus of the group was to maintain the same points scale because all organizations except one had corrected all items identified during monitoring, which occurs every 2 years.

Project Ranking Policy- We will have 110 points which is 25 for performance criteria, 80 for monitoring, and 5 for serving specialized populations. Performance data will use APR data from the FY13 grants. Monitoring data will be from 2014-2015 as we only conduct monitoring every 2 years.

Motion: To accept criteria for ranking projects as stated in document on page 4.

Moved First: Reuben Green Seconded By: Karen Carter None Opposed

How do we handle our 7 projects which will be in hold harmless status in tier 1? (2 have started, 3 have not started, and 2 are HMIS).

Motion: To place all 7 Hold Harmless projects at bottom of tier 1 using 2014-2015 monitoring scores and listing both HMIS projects at top of the Hold Harmless projects.

Moved First: Reuben Green Seconded By: Karen Carter None Opposed

New projects with a total score of less than 80 points will not be recommended to the CoC for ranking.

Renewal projects with a combined score of less than 80 points will be recommended to the CoC Board for either identification of technical assistance needed to address deficiencies, probation, recommendation of sub-grantee status, or full or partial reallocation of funds. Review of additional documentation (e.g., ongoing monitoring reports) could be used to inform this recommendation.

There will be a minor edit made to document.

* Program Operation and Performance section at top of page 5 will go under performance data at bottom of page 4

Motion: To accept the rating and ranking process document with the edit discussed

Moved First: Reuben Green Seconded By: Bryan Stephens None Opposed

The scoring and ranking chart template which shows performance criteria and monitoring will be updated to clarify the Housing Stability points and add the bonus points so all 110 points are represented.

***Announcements/General Discussion***

Applications are due Friday, August 12. Please submit a PDF copy to Carolyn along with attachments and FY12-14 eLOCCS information. We will need volunteers to help review applications. Please let Lee know if you can assist.

If you have any new nominations to submit for Co-Chair or Secretary, please send to Jeri Barr at [jeribarr@thecfr.org](mailto:jeribarr@thecfr.org) by August 15 as a vote will be made at August 25 meeting.

***Next Meetings***

Non-Conflicted Members Meet- August 23 at 12pm

Board Meeting- August 25 at 2pm

Board Meeting- September 20 at 12pm

Board Meeting- November 15, 12pm

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| **Action Item** | **POC** | **Closure Date** |
| Submit any nominations for  co-chair/secretary to secretary | Jeri Barr | August 15 |
| Review FY16 applications | Review Team | August 22 |
| Jim and Erica complete Board application and return to Lee | Lee Freeman-Smith | August 25 |
| Read FY16 NOFA | Carolyn Bridges/Lee Freeman-Smith | August 25 meeting |
| Review May 17 and July 19 minutes | Lee Freeman-Smith | Present during August 25 meeting |
| Convene file monitoring committee | Carolyn Bridges/Lee Freeman-Smith | September meeting |