

**GA-506 Marietta/Cobb Continuum of Care
Called Board of Directors Meeting
August 25, 2016**

Minutes

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

Guests Attending: Rachel Castillo, Cassi Haberler

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. Holly Tuchman gave her proxy to Cassi Haberler and Reuben Green and Fran Sutton gave their proxy to Karen Carter.

Minutes

Jeri presented the following minutes: May 17, July 19, and August 9

Motion: To accept May 17, July 19, and August 9 minutes

Moved First: Bryan Stephens

Seconded By: Jim Hartsfield

None Opposed

HMIS Update

Carolyn Bridges gave update that the Selection Committee has been meeting and seen three hour demos from a number of vendors. The Selection Committee will bring forward their recommendations to the HMIS Steering Committee. They are still waiting on final pricing. DCA is the purchaser and they must follow their protocol. Organizations using the software will be asked for reference checks. They still need to decide what data is migrated. (HMIS and non-HMIS) They need to determine cost for migrating data and what organizations really need to move forward. There will be a deadline set for the data decisions. The goal is for training to start the end of September.

The AHAR report ends 9/30/16. The APR FY14 data is available in e-snaps and is due 11/30/16.

PIT Count Task Force

Carolyn shared that the 2017 PIT Count will be held in the last 10 days of January 2017. We will need to complete a street and sheltered count. We are looking to put together a taskforce to work on this project and meet the end of September. We are asking all funded organizations to send at least one person to serve. Send your names to Lee Freeman-Smith at leefreman@thecfr.org.

Rating and Ranking

Karen Carter thanked Carolyn Bridges, Joan Toder, and Lee Freeman-Smith for the preparation of the documents the non-conflicted panel had to review. All documents were presented to the Board. The non-conflicted members recommended scenario 4. We reviewed and discussed the 4 scenarios.

Overall discussion:

- If The Extension was in tier 2, they were more in harm of losing their funding. While HUD allows them to continue to offer transitional housing as they serve a special population, they score lower as they do not offer permanent housing. The CoC Board felt they should be in tier 1 since they are the only ones serving those impacted by substance abuse. We protected them in FY15 and the consensus is to do for FY16.
- We reviewed the seven hold harmless projects and placement of those in tier 1.
- CSB raised the question: What score do they need to receive in order to not straddle between tier 1 and tier 2? While they have a higher score, the difference falling into tier 2 is close to the amount they are not spending. They are also less of a risk in tier 2 since they are a permanent housing project. (not transitional)
- Discussed the reasons for recommending full reallocation of Zion Keepers as there are still concerns regarding outstanding monitoring items and deadlines not met.

There were no LOI's received to apply for new projects so our rating and ranking process document allows the Board to decide how the reallocation dollars are determined for a new project(s).

We reviewed the 4 areas for creating new projects. We feel we have a good mix of RRH and PH projects already in our CoC. The consensus was to focus on coordinated entry and HMIS as these were our larger needs. We discussed how to break down the reallocated dollars between the two projects.

The Board decided to allocate \$27,594 for HMIS and \$25,000 for CE. We will use the HMIS dollars to help with new system, administration, and software costs. Since GHFA is the HMIS lead, they will apply for the HMIS project. How do we staff CE when we are all so stretched and who will apply for it? The decision was for MUST Ministries to apply on behalf of the CoC. MUST will employ the person but the CoC will help with hiring, job description, and collaborate on process decisions.

Motion: To accept scenario 4 and full reallocation of \$52,594 for Zion Keepers
Moved First: Karen Carter Seconded By: Tyler Driver None Opposed

Motion: To reallocate the \$52,594: \$27,594 for HMIS and \$25,000 for CE with HMIS being listed above CE in tier 2
Moved First: Bryan Stephens Seconded By: Jeri Barr None Opposed

Motion: MUST Ministries will submit CE project application and supervise employee
Moved First: Bryan Stephens Seconded By: John Shereikis None Opposed

The deadline for both new project applications will be September 2.

Each organization will receive a letter from the collaborative applicant letting them know if their project was accepted or denied for the FY16 competition.

Board Positions

Nominations were called for during our July 19 Board meeting for our 2 upcoming open positions. (Co-Chair and Secretary)

Bryan Stephens was nominated for Co-Chair and John Shereikis for secretary. The Board was asked to send in any other nominations by August 15 as we would vote during our August 25 meeting.

Receiving no other nominations, the following was presented.

Motion: Bryan Stephens will serve as co-chair and John Shereikis as secretary starting October 1, 2016
Moved First: Jeri Barr Seconded By: Chris Fields None Opposed

Next Meetings

Board Meeting- September 20 at 12pm
 Board Meeting- November 15, 12pm

Action Item	POC	Closure Date
Jim and Erica complete Board application and return to Lee	Lee Freeman-Smith	September meeting
Convene file monitoring committee	Carolyn Bridges/Lee Freeman-Smith	September meeting
Convene PIT Count Taskforce	Lee Freeman-Smith	September meeting
Convene CE Committee	Lee Freeman-Smith	On-going