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

**Called Board of Directors Meeting**

**November 2, 2015**

**Minutes**

**Members Attending**: Jeri Barr, Tyler Driver, Chris Fields, Holly Tuchman, John Shereikis, Reuben Green, Kathleen Vaughn, Jim Hartsfield, Carolyn Bridges

**Guests Attending**: Rachel Castillo, Tommy Jones

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

***Welcome and Introductions***

The meeting was called to order by Chris Fields and Holly Tuchman, Co-Chairs, and introductions were made around the room. They welcomed our newest Board member Jim Hartsfield with Marietta Housing Authority.

***Attendance***

Jeri Barr confirmed attendance and quorum was in place.

***Proxy***

Karen Carter gave her proxy to Jeri Barr. Veronica Sigalo gave her proxy to Tommy Jones.

***Rating and Ranking***

Chris reviewed how the HUD NOFA requires each CoC to have a process to rate and rank all projects. The Board voted in a previous meeting to have our non-conflicted members (Judge Green, Kathleen Vaughn, and Karen Carter) help with this process.

The following breakdown with the 2 tiers was explained:

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| --- | --- | --- | --- |
| $2,057,749 | ARD |  |  |
| $2,267,992 | Final Pro Rata Need (FPRN) |  |  |
| $340,199 | Maximum Permanent Housing Bonus = 15% of FPRN | | |
|  |  |  |  |
| $1,749,087 | Tier 1 = 85% ARD |  |  |
| $648,861 | Maximum Tier 2 = ARD - Tier 1 + Max available for PH Bonus | | |
| $507,564 | Tier 2 Request |  |  |

The panel created 2 scenarios: Scenario 1 followed the 2014 priority order and score. Scenario 2 followed the 2014 priority order & score, resolving conflict with rating and ranking process document. (HMIS in Tier 1, projects converting from TH to RRH)

They followed the Board-approved process for rating and ranking. Ranked all projects accordingly and brought forth scenario 2 for recommendation. They determined that Zion Keepers would be placed at the bottom of Tier 2 due to scoring, recommended that HMIS be placed in Tier, and rated and ranked the new project and recommended that it be the Bonus Project and placed in Tier 2.

It was explained that tier 2 is very complicated this year as HUD will have criteria for awarding points and scoring so there is a risk. (4 criteria: CoC Application Score, CoC’s ranking of project applications, type of project, and housing first or low barriers commitment)

Scenario 2 has the YWCA straddling Tier 1 and 2, all of the Extension in Tier 2 which is a risk.

After further review of scenario 2, we realized there was an error with our funding amounts. After revision,

the YWCA moved completely to Tier 1, The Extension straddled between Tier 1 and 2, Zion Keepers remained in Tier 2, and MUST Bonus Project below Tier 2.

Kathleen asked about the notification process for all projects. CoC must notify all projects if they are being considered for funding by November 5. It was noted that our appeals process was in the rating and ranking process document on page 4.

Carolyn stated we received 4 inquiries. (One was asking for transitional housing, one was incomplete, and one was late) We had one received from MUST and it was complete so the rating and ranking committee reviewed.

The committee made recommendation for scenario 2 with revisions and it passed without opposition.

***GA HMIS Steering Committee By-Laws***

Carolyn presented the By-Laws that the committee has been working on so each CoC could vote on them. All CoC’s can have 2 members on the committee. (1 from the Collaborative Applicant and 1 a super HMIS user) They worked with Dan Fox, HUD TA, to develop the By-Laws.

Jeri made motion for the GA HMIS Steering Committee By-Laws to be accepted and it passed without opposition.

***Announcements/General Discussion***

* Marietta Housing Authority opened the Section 8 waiting list and received 17,966 applications.

***Next Meeting***

The next meeting will be November 17 at noon at the Mansour Conference Center.

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| **Action Item** | **POC** | **Closure Date** |
| Send notification of those being recommended for funding | Carolyn Bridges | November 5 |
| Send minutes | Lee Freeman-Smith | November 17 |