

HUD CoC Committee
Meeting 1
Meeting Minutes
January 17, 2017

Attendees: M. Timson, K. Erickson, D. Biggs, L. Tannenbaum, R. Wilkerson, W. Jackson, P. Franklin

Staff: E. de Coligny, J. Ballard

1. Adoption of Minutes
 - a. Resolved: December 2016 meeting minutes approved. None opposed, two abstained.
2. Updates
 - a. Homeless Count:
 - a. This committee will be adding a review of the PIT count process and methodology review to its work plan for 2017.
 - b. RBA:
 - a. Resolved: The committee determined that it wants to see the scope of work and agenda to be presented to the Leadership Board as part of its planning retreat. The agenda should address the question of how to get all relevant agencies and county entities to the table. The committee will review the materials and confer via conference call, likely in early February.
 - b. Challenges may arise if decisions are not made about where responsibilities and boundaries lie between committees. Work with the consultant will be done to sort some of these issues out prior to the draft release to the Committee.
3. HMIS Procurement
 - a. Resolved: The committee is in support of the HMIS sub-group's decision to move forward with a full RFP process.
 - b. The Committee will be updated on discussions with Linda Gardner about HCD's involvement with the procurement process. This will be part of the conference call.
 - c. Staff are working to determine the timeline for implementation. This will be negotiated with the vendor during the bidding, with maximum community transparency. The critical question concerns getting the community online with CES in September, at the very least, with the remainder of old data being migrated over later.
4. Elections
 - a. Resolved: Rachael McNamara has been elected chair by acclamation for 2017.
 - b. Resolved: The committee affirms that the three board members from 2016 will remain on the Leadership Board for 2017.

5. Scheduling

- a. Resolved: Pending that the following is acceptable for the two members who are not in attendance, the Committee will meet on the third Tuesday of the month from 2-4.30pm.

6. HUD CoC NOFA

- a. The NOFA debrief is tentatively scheduled for February 28th and is the Committee's preference. The meeting will last two hours.
- b. Resolved: The Committee agrees that both the meetings for Results Based Accountability and the NOFA Debrief can be held in the same month. During communications, staff should acknowledge that a lot will be asked of the community in the next few weeks.
- c. Resolved: The committee would like for staff to bring suggested strategies for addressing feedback at the debrief, and get additional feedback. Additionally, the meeting should focus on big-picture questions, not questions which pertain to individual agencies.
- d. Resolved: Staff should be examining NOFA processes from surrounding communities.

7. Consolidated Application Commitments

- a. Resolved: The tool for review of the consolidated application has several edits recommended by the committee. These include organizing the commitments by theme, determining which themes and questions are major vs. minor, and restructure to more closely mirror the Advocacy Matrix.