

Erie Home Team Meeting Minutes

MEETING TIME	1:30 – 2:30 pm (3/8/2018)
TYPE OF MEETING	Erie City and County Home Team Bi-Monthly Meeting

In Attendance: Chris Tombaugh, Kurt Crays, Autumn Wilcox, Shelby Karns, Dan Pushic, Lisa Karle, Krissy Dimitrovski, George Fickenworth, Betsy Wiest, Kathy Hubbard, Jerry Gill, Nicole Johnson, Sherry Braswell, Pat Herr, Katie Schaaf, Clifton McNair III, Eddi Martin, Ashley Franklin, and Emily Francis.

1. Consent Agenda

Chris asked for approval of the Consent Agenda, which was approved.

2. Treasurer's Report

Linda Lyons King was not present, so no report was given.

3. Committee Reports

Housing Report – Housing met on 2/6 18 and 2/20/18. They will be focusing on landlord engagement, identifying housing projects and creating pamphlets for landlords. They will continue to meet twice a month.

Information and Gaps – Lisa Karle discussed the System Performance Measure reports as requested for the period 3/1/2017 – 2/28/2018.

4. Update on Strategic Plan

George reported that we are in a critical point in the discussion of CoC Governance, by-laws, and structure. We are comparing our current structure with what HUD requires and looking at other similar communities for best practices. George requested agencies to have their key decision makers get involved and attend the next meeting, which is on Tuesday, March 21st, 2018 from 1:30 pm – 3:30 pm. Autumn stated this process will shape how we function as a board and encouraged members to come and have a voice in this process. George also stated we will be defining goals for the next 5 years.

5. Coordinated Entry Update

Lisa reported that DHS and ECCM are smoothing out the wrinkles of this process. Coordinated Entry Client Referral Training with providers is scheduled for March 27th at 9 am in the Admiral Room of Blasco Library. Although this is mostly HMIS training, ECCM will be there to answer any provider questions.

6. HMIS Report

Lisa reported she is working on the HUD Housing Inventory Count (HIC) and Point in Time (PIT) reports that are due in April. The Point in Time counts a CoC's homeless population on one of the last 10 days in January, both those in shelter and unsheltered. In May, the CoC System Performance Measures are due. All these reports require Lisa to work with providers to ensure data quality in HMIS is the best it can be.

7. 2017 HUD CoC Awards

Autumn discussed the 2017 CoC Awards from HUD, supported by documents that summarized the awards and a description of each project. 14 projects were funded, 9 Permanent Supportive Housing projects, 2 Rapid Re-Housing projects and 3 other projects: HMIS, Coordinated Entry and a Planning Grant. Stairways Act grant was not funded in this application. In addition, the CoC received approximately \$30,000 more dollars because the grants were adjusted for Fair Market Rent. Autumn is currently working to get these grants into agreement, which is a multi-step process. She receives feedback from HUD about errors in the applications and must then work with providers to acquire grant match letters. Autumn was asked if she has any information on the upcoming 2018 NOFA and she stated no, but it is usually mid-July.

8. Any other topics of conversation

Autumn recommended that we wait for the strategic plan to be completed to vote for new officers for the Executive Team. Autumn made this motion and Kurt 2nd. Eddie opposed. The motion was carried.

Katie requested dates be added to all handouts.

Shelby mentioned an email he received from Jennifer Malone that requested speakers who can speak about youth in Erie. Jerry Gill, Betsy Wiest and Kurt Crays volunteered.

9. Adjournment

Betsy made a motion to adjourn the meeting at 2:20 pm. Katie 2nd. Motion was carried. Please note the next Home Team Meeting is scheduled for May 10th, from 1:30 pm – 2:30 pm.

Minutes respectfully submitted by Lisa Karle