

**PUBLIC MEETING: ALL COMMUNITY MEMBERS INVITED TO ATTEND**

# CoC Governance Board – Meeting Minutes

DATE: JANUARY 10, 2018  
 TYPE: SCHEDULED

LOCATION: MDHA TRAINING CENTER  
 TIME: 9:00-10:45 AM

<b>FACILITATORS</b>	Sean Muldoon, Board Chair
<b>TAKER OF MINUTES</b>	Suzie Tolmie, MDHA Staff
<b>BOARD MEMBERS IN ATTENDANCE</b>	Beth Shinn, Michelle Hall, Sean Muldoon, Floyd Shechter, Norman Humber, Ingrid McIntyre, Kay Haley, April Calvin, Zac Oswald, Ryan Ellis, Marc Overlock, Jennifer Reason, Catherine Knowles
<b>ABSENT MEMBERS</b>	Jaye Cole, Trina Frierson
<b>OTHER ATTENDEES</b>	Judith Tackett, Jessica Ivey, Abigail Dowell, Mandy Wood, Nicole Williams, Treva Gilligan, Rickey Bearden

**\*Motions and appointments made if 51% of voting members were present.**

Agenda topics-See Below

1. MEETING START: INTRODUCTIONS & ROLL CALL
2. DISCLOSURE OF CONFLICTS OF INTEREST

SEAN MULDOON

<b>DISCUSSION</b>	Board member conflicts of interest: Sean Muldoon asked for any new or changed conflicts. There were none.
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3. MINUTES

<b>SEAN MULDOON</b>	December 13 <sup>th</sup> Meeting Minutes- Sean said that Robert’s Rules say that a formal motion to approve is not necessary, but asked for any corrections. There were none.
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4. COC GENERAL BUSINESS

<b>COC/MHC GOVERNANCE WORKGROUP</b>	<p>Sean Muldoon, CoC Chair, distributed a handout on the CoC/MHC Governance Workgroup recommendation for a unified governance model on homelessness, to be initially called the Inaugural Planning Council Governance Board and provided highlights on the proposed changes; see attached summary.</p> <p>Marc Overlock cautioned that a bigger group is more unwieldy.</p> <p>Sean updated the membership on the status of the vote on the Collaborative Applicant or HMIS Lead. He stated that staff review of the regulations indicated that an annual vote was not necessary and this had been confirmed by Cloudburst. Therefore, his recommendation would be that any vote be delayed until the Governance issue is resolved. He stated that he had reached out to MDHA, Catholic Charities and Metro Social Services to gauge their current interest in serving in the Collaborative Applicant role and that Catholic Charities and Metro Social Services had indicated that they would like to see the Governance issue resolved first. MDHA indicated that they would be willing to continue in their current limited role, but if an expanded role was required, they would need additional resources.</p> <p>Beth Shinn urged the group to keep the goal of preventing and ending homelessness in the forefront.</p> <p>The CoC Governance structure will be discussed in-depth at the January 18 CoC General meeting.</p>
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	To find all the information specifically on the work of the CoC/MHC Governance Workgroup, please follow the link below. <a href="https://www.homelessgovernancenashville.com/">https://www.homelessgovernancenashville.com/</a>
COMMITTEES	Sean would like to have a Governance Board member on each committee, and will email a list of the current committees. A standing committee on youth is being revived, and could focus on other special populations. CES Care Coordination meetings focus on special populations.
DEATHS SINCE DECEMBER MEMORIAL	Ingrid McIntyre read the names of people who have experienced homelessness and died since the December 16 memorial service.

5. COMMITTEE REPORTS

CES	Jessica Ivey, CES Committee Chair, Metro Homelessness Commission, said that the committee is working on: after-hours planning; looking at other protocols; and better connection to mainstream benefits. The committee will begin meeting every other Monday at 3. Ingrid said that The Contributor will no longer publish Where to Turn in Nashville; Open Table Nashville will start doing this. Send her updates, and they hope to have this ready in February.
DATA	Nicole Williams, Data Committee Co-Chair, Metro Homelessness Commission, reported that the next meeting is January 19 @ 9 a.m. at MDHA, and is working on methods to estimate an annualized number of homeless people in Nashville, getting a better handle on what homelessness looks like year-round. The committee is working on a set of data points to request from agencies on people they serve who are not being entered into HMIS. She is working with staff of the HMIS Advisory Committee and the CES Committee to coordinate, and working with the HMSI Advisory Committee to develop a protocol to assure safeguarding of data and data accuracy.
PIT COUNT (DATA SUB-COMMITTEE)	Suzie Tolmie, MDHA staff, reported that the Point in Time Count Subcommittee will hold weekly meetings until the end of the year, usually on Thursdays at 10. An unsheltered survey will be administered with individuals who are found awake. Beth Shinn described the methodology of the count (a handout was given to all Board members), and the survey. Ingrid asked what would be done with the information gathered, and said that there are messaging issues when just the number counted on this one night are reported. Michelle said that a youth count will go on, as well as surveys of 18-24-year-olds.
MOTION	Approve local count methodology. Marc moved, Floyd 2 <sup>nd</sup> . APPROVED.
HMIS ADVISORY	Nicole Bridges, Chair of the HMIS Advisory Committee, presented the HMIS consent form for Board approval. Committee members approved the form, which can last for 3 years. It is much more detailed than the older consent. Beth asked how people can elect to delete certain agencies, and suggested the wording be simplified to a 6 <sup>th</sup> -grade reading level (Adinah Robinson at Legal Aid can help). Marc agreed, and asked how a client can change his/her information, or revoke it. Beth asked about the audit process, and how MDHA releases data.  No motion was made to approve the consent.  Agencies have all been provided the HMIS Policy & Procedures Manual. There is a point person at each agency. Standardized HMIS training is critical.
PEC	No report

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STANDARDS (AD HOC)	Suzie Tolmie, MDHA Staff, reported that she hoped to email the draft CoC Written Standards on Friday.
VETERANS WORK GROUP (AD HOC)	No report
MEMBERSHIP	No report
YOUTH (AD HOC)	Michelle reported, but clarified that she is not chair, just the representative for youth on the Governance Board. Membership of the committee needs to be thought out. There is a funding opportunity expected to be announced soon called the Youth Homelessness Demonstration Program (YHDP).