

# CoC Governance Board Minutes-2017

DATE: JANUARY 11 2017  
 TYPE: SCHEDULED  
 TIME: 9:00-10:45 am

LOCATION: MDHA BOARD  
 ROOM

MINUTES

<b>FACILITATOR</b>	Erik Cole
<b>TAKER OF MINUTES</b>	Amanda Wood
<b>MEMBER ATTENDEES</b>	Erik Cole, Amanda Wood, Judy Tackett, Catherine Knowles, Dan Heim, Daryl Murray
<b>ABSENT MEMBERS</b>	Cara Robinson, Clarkston Harrison
<b>ADDITIONAL ATTENDEES</b>	Lesley Head, Shanley Deignan, Angela Hubbard

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

Agenda topics

1. NOVEMBER 2016  
 MINUTES APPROVAL

SUZIE TOLMIE

<b>MOTION</b>	Quorum was not present and thus, no matters could be put forth for vote.
<b>APPROVED/DENIED</b>	<b>Pending Discussion.</b>

2. NASHVILLE-  
 DAVIDSON, COUNTY

**HUD TA-CLOUDBURST**

ANGELA HUBBARD/ERIK COLE

<b>DISCUSSION</b>	Provided summary and overview of recent January visit from HUD TA Provider, Cloudburst.
<b>CONCLUSION</b>	<p>Cloudburst is providing the HUD TA. First visit to Nashville was in November and they are currently engaged with MDHA (as CA Lead) along with the city. TA includes in-depth assistance (January 4<sup>th</sup>)-----around Governance redesign and by-laws. Conference call held to go over other cities and their designs around membership and voting rights. The theme tends to be that “CoC can be the broad policy-making and coordinating body for the whole city’s efforts for homelessness.” This would not be narrowed to just CoC-funded projects. This type of expansion (entire geography of stakeholders), would require more discussion. The PowerPoint provided during the discussion included formal and informal structures from around the country. Those on the call agreed that the by-laws committee does not have amendments to bring before the body itself if the “broader decision-making” policy becomes the route. The primary sense is that a formalized membership is needed in some regard.</p> <p>For tomorrow, the 12<sup>th</sup> and the 13<sup>th</sup>, Cloudburst will be in Nashville to continue their TA work. Cloudburst also suggested that a strong steering group needs to be the body that helps shape the narrative in the discussions. “The Steering Committee” is comprised of Catherine Knowles, Erik Cole, Angie Hubbard (Jim Harbison) , Freddie O’Connell, Judy Tackett, Liz Allen Faye, Wendell Seagroves, Kirby Davis, Beth Shinn, Rachel Hester, Renee Pratt-can appoint someone in here stead, Matt Preston. (See schedule of these meetings and details.) Will provide examples of other cities, including listening sessions with the broad community. Cloudburst states that no one city is like any other. Each “piece” of a strong CoC can be based on other city’s designs and tailored to Nashville’s inherent design.</p> <p>Friday morning, there will be a Commission meeting as normal at 9:00 at the typical meeting place (Howard). When meeting ends, a community meeting will be held with all stakeholders and the TA provider. MDHA, MHC, and Mayoral staff will not be present. Also had Sonny West. (without local government representatives). Cloudburst is hoping to educate the community so that conversations could focus on how a CoC could be defined.</p> <p>Cloudburst will encourage the CoC and the CoC Governance Board to focus on the Charter (not by-laws) ---</p>

will clarify what this means. This is the basis for sound structure that can be amended. Current review of Charter and Governance and the relationship between memberships-----is ineffective and could be improved. Primary models include strong Governance where authority is largely placed with the board. Charter will need to include language around NOFA processes and a clear process for the designation of who the Collaborative Applicant and the HMIS Lead is. One area to improve upon is defining the right roles across the CoC spectrum. The language and decisions can be seen as transparent if the structure is appropriately designed to clarify between leadership and management. One of the objectives is to create a lateral effect when action plans are created and executed.

Will also discuss Coordinated Entry Systems and how this should be seen. Strong conflict of interests provisions need to be included throughout all governing Documents.

Angie Hubbard: Provided update including certain Collaborative applicant steps and focused on the importance of having a strong application includes the CA submitting the Charter each year when applying for NOFA. Approximately \$3.2 million dollars of funds depend on our strong application being able to thrive in the national competition. It's important to think outside of current labels so that Cloudburst can help us redesign our current structure with an agreed set of definitions. All TA assistance and committee work should be the primary pieces of a larger "system" of addressing and developing reactions in the homelessness arena. The Steering Committee is comprised of representatives of member groups and not provider types. ---- (Think of how current committees are composed of emergency shelter versus Transitional, etc.)

The steering committee is NOT a decision-making body. The purpose of the steering committee is to serve as a central communication and research point for the Nashville, Davidson County, TN. The frame should be future oriented with solution focused dialogue. Instead of "things aren't working"—use TA to pose this as a question----"how can they work".

If FY2017 competition begins in Feb 2017-----the first priority (among others) could be developing a stronger Governance Charter. This can be seen as a constitution where this can help set priorities of next steps (it can be seen as universal document). --This could be first step in process, then moving to membership and voting rights.

Primary Takeaways created from asks and input:

**KEY ITEMS:**

1. Can a timeline be developed around the CoC Governance Charter and By-Laws? Since the NOFA is expected to release early for this year, improving our base Charter could improve our score.
2. Can the Steering Committee be defined from the HUD TA perspective? This is not a decision-making body, but should be seen as a conduit for Nashville's HUD TA process.
3. How does Nashville integrate or shift the CoC Governance Body to possess more high-level planning functions?

3. PIT COUNT 2017

SUZIE TOLMIE

DISCUSSION

Suzie Tolmie and Amanda Wood are leading the CoC Governance Data Subcommittee for the 2017 PIT Count process. Members on the committee (lists of invitees):

Lindsey Krinks-Open Table Nashville  
Cayla Wilson-Park Center  
Judy Tackett-Metro Homelessness Commission  
Will Connelly-Metro Homelessness Commission  
Jessica Ivey-Metro Homelessness Commission  
Nicole Williams-Centerstone  
Ben Grady-Nashville Rescue Mission (serve as advisory on shelter surveys)  
Rachel Hester-Room In the Inn

Team charts are being finalized---will include driving teams (need about 15-20 more

volunteers) ---Dan Heim can help with VA Staff for the driving aspect.  
 Training will be held this week for the community on the 2017 PIT Process: Thursday January 12<sup>th</sup>, 2016 from 5-6.  
 Shelter survey for agencies with beds on the night of the count will be sent during the week of the actual count. There will be an earlier start time: 9:00 PM—downtown teams might start later in the evening to ensure correct observations.  
 \*Bus passes for unsheltered folks who were woken up. Including the information cards for people are not woken up.

Currently, the committee meets every Friday (except Holidays, MDHA closures, etc.) to plan this yearly event.

**The 2017 PIT Count is scheduled for January 26<sup>th</sup>, 2017 (sunrise to sunset) with a backup date in case of weather of January 30<sup>th</sup>, 2017 (sunrise to sunset).**

4. VETERAN LEADERSHIP  
 SUBCOMMITTEE

JUDY TACKETT

DISCUSSION

Judy: January 31<sup>st</sup>-Agenda revisit what plan is and to field questions so that timeline can be fleshed out. Judy is Interim Director of MHC---primary goal is for committee to help community reach functional zero via this community to help monitor workflows, policies and measurements.  
 \*Proposal: MOU between city and MDHA: Landlord incentive program for VASH-MDHA leadership brought to city. Metro will have to fund it. Two options: an annual incentive payment for year lease and a 1000 guarantee for landlord to remain in program if client leaves. 1. Potentially 1 million max amount to fund.

VA turning over VASH vouchers-SPC like vouchers via VASH funding.  
 GPD will be issuing a NOFA for participating agencies to compete.

5. COC AWARDS & ANALYSIS (HAND OUT ON 2017 PEC  
 OF PEC ESTIMATE OF SCORE TIMELINE FOR FY2017, BUT NO  
 VERSUS REAL SCORE OFFICIAL DISCUSSION)

SUZIE TOLMIE

DISCUSSION

Walked through the final FY2016 CoC Allocations. See excel chart attached that shows Tier 1 and 2 and 3. Scoring Estimates-as provided by USICH---the PEC helped to form some of the estimates based on the information they had. Some estimates were unclear as the scale HUD uses were/are not available.

**FY2017 PROCESS: It is possible that the FY2017 NOFA will be released as early as February of 2017. There is no official announcement to this, but the timeframe was announced at the CoC Start Up Training in late 2016.**

FY2016 Totals	Permanent Housing	Transitional Housing	HMIS	CES	CoC Planning	Total
Requested	\$3,035,215	\$198,264	\$53,508	\$128,399	\$104,727	\$3,520,113

	Awarded	\$2,928,334	\$23,688	\$53,508	\$128,000	\$100,587	\$3,234,117
	<b>Difference</b>	<b>(\$106,881)</b>	<b>(\$174,576)</b>	<b>\$0</b>	<b>(\$399)</b>	<b>(\$4,140)</b>	<b>(\$285,996)</b>

6. COORDINATED ENTRY SYSTEM (CES)

JESSICA IVEY, CHAIR OF CES SUBCOMMITTEE

*NOT PRESENT TO FACILITATE DISCUSSION. CARRY FORWARD TO NEXT MONTH AGENDA.*

ATTACHMENTS	<ol style="list-style-type: none"> <li>1. Draft of November 2016 Governance Board Minutes: Pending Approval</li> <li>2. FY2017 PEC CoC Competition Timeline: Draft Only</li> <li>3. FY2016 Excel Spreadsheet Summarizing CoC Awards</li> <li>4. To appear online: HUD TA Webinar Slides with CoC By-Laws Subcommittee</li> </ol>
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**\*Next Meeting Scheduled: February 8<sup>th</sup>, 2017 at 9:00 am in the MDHA Board Room**

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