

# Gaps Governance Committee Meeting (*June 2016 Minutes*)

## MINUTES

DATE: JUNE 14<sup>TH</sup>, 2016  
 TYPE: SCHEDULED  
 TIME: 9:00-10:45 am

LOCATION: MDHA BOARD ROOM

FACILITATOR	Erik Cole
TAKER OF MINUTES	Amanda Wood
ATTENDEES	Erik Cole, Suzie Tolmie, Trish Davis, Daryl Murray, Beth Shinn, Will Connelly, Mandy Wood
ABSENT MEMBERS	Rachel Hester, Clarkton Harrison
INTERESTED PARTIES	Angela Hubbard, Treva Gilligan, Conor O'Neil, Steve Reiter

### Agenda topics

#### 1. APRIL MINUTES APPROVAL

SUZIE TOLMIE

MOTION	Approve April recording of minutes.
APPROVED/DENIED	<b>Approved once quorum present.</b>

#### 2. COC INTERNAL MONITORING

CONOR O'NEIL

DISCUSSION	Conor O'Neil is MDHA's Compliance Monitor and conducted an internal review of the CoC Governance and it's regulations, as well as the HMIS administration and it's regulations
DISCUSSION	Community Development Director of MDHA, Angela Hubbard, asked Conor O'Neil to do a thorough review of our current processes and records regarding the administrative duties as MDHA is the CoC and HMIS lead for the Nashville, Davidson County, TN HUD Continuum of Care. A final report was produced and provided to both the CoC Governance board members as well as the CoC General Membership during the June 2016 meetings. The report and its findings are attached.

#### 3. TN504 HUD TECHNICAL ASSISTANCE

SUZIE TOLMIE & MANDY WOOD

DISCUSSION	Strategic Leadership, Erik Cole (Chair of Governance Committee), Will Connelly (Director of Metropolitan Homelessness Commission) and Angela Hubbard (Director of Community Development, MDHA, CoC/HMIS Lead & CPD Grants Director for TN504) created a questionnaire intended to understand the current effectiveness and potential improvements in the TN504 CoC Structure. The results were provided in raw format to the governance members as well as the CoC Community. These results will be submitted to Mary Wilson, the local Field Office Director and a request for HUD T.A. to be issued to the community's CoC.
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#### 4. PIT COUNT 2016

SUZIE TOLMIE & MANDY WOOD

DISCUSSION	The results were officially released and summaries provided to the community regarding the annual Point-In-Time Count. Planning for the 2017 Count will begin with Governance appointing a Data Committee to begin analyzing effective methods.
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#### 5. HUD 2015 COMPETITION DEBRIEFING

SUZIE TOLMIE

DISCUSSION	Suzie Tolmie provided an overview of Nashville, Davidson, County's Score in the FY2015 Competition. The continuum placed under the median average and lost an approximate \$500,000.00 in CoC funding to local agencies. In addition, two new projects (HMIS Integration & PSH Bonus by MHC) were not awarded.
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## DISCUSSION

The Performance Evaluation Committee (PEC) has (3) vacancies. The chair approved a call from the community for nominations to be considered for appointment.

**Next Discussions/Meetings:**

1. The Governance Subcommittee-the Governance Charter and By-Laws Committee will be having their next meeting on Friday June 24<sup>th</sup> at 1:00 pm in the MDHA Community Development Board Room.
  - a. Members Include: Erik Cole, Will Connelly, Diane Del Chiaro, Kyle Duvall
    - i. Staffed and materials recorded by Suzie Tolmie & Mandy Wood.
2. CoC Governance Schedule Change: The Governance Committee will begin meeting every month for the time being with the next meeting scheduled for July 12<sup>th</sup>.
3. Data Committee Appointment: One agenda item, the HMIS Policies and Procedures Manual, will be placed on the duties/discussions agenda for the newly appointed Data Committee.