

INDIANA BALANCE OF STATE
CONTINUUM OF CARE

IN BOS COC BOARD OF DIRECTORS
MEETING MINUTES

OCTOBER 26, 2017

11:00-2:00 ET

IHCDA OFFICES – 10TH FLOOR CONFERENCE ROOM
30 S. MERIDIAN STREET

Members Present: Laura Berry; Forrest Gilmore, Pam Isaac, Ray Lay, Sharron Liggins (p), Myra Wilkey, Craig Beckley, Naomi Nicastro

Members Excused: Mary Beth Wott, Rick Moore, George Guy, Donna Bollinger

Staff: Jill Robertson, Valerie, Jesseca, Emily & Nastacia'

Call to Order: Meeting was called to order at 11:09 A.M. by Executive Committee member Laura Berry.

Document Distribution: (need help with this)

Consent Agenda- Laura Berry:

Approval of:

August Board Minutes

September Board Minutes

Executive Committee Minutes

Motion to approve & accept Consent Agenda by P. Isaac; Second By: M. Wilkey
Motion carried.

REMINDER: Reminder to submit subcommittee minutes to maintain transparency. In particular, Veterans subcommittee minutes are needed for applications.

HMIS Vendor Review – Valerie (last name?)

Packet was distributed in e-mailing.

Starting in early July, IHCDA issued a survey to review HMIS, explore performance issues, and how users felt about it. The survey was completed July 31st. They were 62 respondents, 13 were non users of the system.

Vendor review document presented

Pros and Cons:

Lots of complaints with layouts, number of screens, can it be easier and more comprehensive to navigate, to speed up intake process

How can we adjust layout to make it easier to navigate

Referral Management through Coordinated Entry was not strong

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Non HMIS User Feedback

DV users concerned about confidentiality
Two new agencies expressed interest in using it

Solutions and Conclusions

SWOT Analysis
Updates in training to reduce HelpDesk reports, which have declined
Good data will result in greater opportunity for funding
Creating how-to guides

Concerns regarding mandatory HMIS Training with short notice

HUD required in person mandatory training
Because some couldn't make it, webinar was offered as a backup plan
Online training is being updated for new data standards
Because HUD created the short timeline for the training, the value of communicating about HUD's requirements and the short notice could help address some of the concerns directed at IHCD

Coordinated Entry Update – Jill Robertson

There are three stages of current regions on coordinated entry – fully implemented, partially implemented, and just getting started.

HUD wants the CoC to be fully implemented by January 23, 2018.

We're in the growing stages of full implementation and we are not going to be fully implemented by deadline.

P. Isaac – In the CE workshop at Development Day, Matt White from ABT, was calm, helped alleviate lots of the fears. Is it an option to use technical assistance from presenter at workshop.

The Coordinated Entry Policies and Procedures first draft has been released

Need to get feedback from regions so we can dig in in November

Will this replace policies we've already adopted?

Are there Board member on the CE committee? The next meeting is the 1st Tuesday of month, 1pm, via conference call

M. Wilkey volunteered to join the committee to have additional board representation.

P. Isaac would like to receive regional feedback regarding the CE session at Development Day.

Are the CE P&P of the Board or specific to CE committee? Are they specific to Board functioning around CE or are they Board policies specific for the regions? CoC policies vs operational policies?

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S. Liggins expressed interest in some local control vs CoC control

The question was raised if there was enough Board representation on CE committee to get the policies ready for the Board. Who is the CE committee a committee of? Only three people regularly participate. We need to make the CE committee an official subcommittee of Board.

F. Gilmore, M. Wilkey, P. Isaac, S. Liggins will join CE committee.

Regional Chair Communication – Review of Development Day & Status of MOU

J. Robertson reports Development Day sessions were great.

R. Lay reports panels were good, but not enough pertinent question,

Jill hands out Coordinated Entry Lead Agency MOU

Is the MOU regarding membership at regional level? Regional chairs were seeking roles for what they're supposed to do?

Are regional chairs signing conflict of interest agreement?

M. Wilkey asks if we can we have a job description for regional chair representatives?

L. Berry asks how that would be different from other Board members.

Due to frequent turnover, does the regional chair rep need a specialized job description?

Job descriptions are in bylaws – should we define regional chair rep role in bylaws?

ESG Entitlement Cities Report – Jill Robertson

How do we work with our ESG-funded entitlement cities?

We as a CoC need to see how that money is being used?

What are the outcomes? CoC Board needs to review.

Those outcomes are a big part of our NOFA application (65 points).

If our ESG providers are not doing a good job, it impacts our NOFA score.

IHCDA has had some fantastic technical assistance on how we can coordinate.

Document distributed – Crosswalk of CoC Coordination and Consultation Requirement and ESG ConPlan CoC Consultation Plan.

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We need to build bridges with the entitlement cities and help them see the importance of those outcomes. We've had some contact with Indy, a lot of work ahead, hasn't been done and has a big impact.

Evansville, Fort Wayne, Gary, Hammond, South Bend - we currently have reps from each of these regions on the Board, and will continue that with new nominations.

We will need to meet with the government agencies of those cities in late 2017 or early 2018.

This will be challenging, how will we improve our performance? It's going to take monitoring on city side. All entitlement cities are required to work with CoC.

Board Calendar – Laura Berry

We'll be setting the calendar for 2018 soon.

Should we have as a goal moving to meet every other month.

The current date is troublesome due IHEDA Board meeting.

Can we move the meeting earlier in the week or earlier in the month to avoid IHEDA Board meeting?

Do we take July and/or August off?

How do we get ahead of NOFA competition?

Side Note: A desire to improve the phone system for conference calls was expressed. J. Robertson is looking into getting extension speakers for conference calls.

L. Berry will send out a doodle poll to work on 2018 schedule

Our next meeting will be December 7th, 11am – 2pm at IHEDA. Conference call will be made available

Board Appointments – Laura Berry

Resumes of nominees was included with Board agenda email

The terms of our 2 regional chair reps are expiring (C. Beckley and P. Isaacs)

We have 4 nominees for regional chair reps Susie Kemp, Craig Beckley, Melissa Stayton, and Chris Mertz and the election will occur soon

Each chair gets 2 votes.

Will we stagger terms, so that one rep would serve a one-year term and the other for two-years?

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We need HIV representation and addiction representation on the Board.

The 7 subpopulations are recommended to be represented on the Board, not mandated, but a homeless representative is required.

Do we have an LGBTQ rep?

New nominees have several people coming from Indy and are mostly male, how do we address balance on the Board?

Nominating Committee moved that Ray Lay be elected as our homelessness representative. The vote carries – all in favor, none opposed.

Nominating Committee moved that Pam Isaac be elected to the Board as the Membership Liaison. The vote carries - all in favor, none opposed

Motion came from committee to elect Tyler Kalachnik and Dr. Mark Fox to Board. R. Lay seconds. Vote carries - all in favor, none opposed

The vote was postponed on remaining nominees to explore issues of gender and geography until December 7th

Officer Slate – Laura Berry

Slate will be presented at the next meeting in December.

Adjourned 1:18pm

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