



## Minutes

### **GKCCEH Board of Directors Meeting**

📅 Fri May 7th, 2021

🕒 8:30am - 10:00am CDT

📍 <https://us02web.zoom.us/j/83948913646>

#### **👤 In Attendance**

#### **1. Call to Order**

Roll Call- Matt Watkins, Cara Hoover, Simon Messmer, Precious Stargell Cushman, HBG, Michael Barrett, Susila Jones, Jameson Auten, Christy McMurphy, Tiffany Buckley, Victoria Hardy

#### **2. Approval of Minutes**

No Comment

Motion by Christy, Second by Heather, Passes unanimously

#### **3. Public Comment**

No Public Comment

#### **4. Org and Staff Update**

New Staff Member- Desiree Blake- HMIS Quality and Capacity Administrator

##### **a. Executive Director Report**

Marqueia- Submitted draft on ED report, would love feedback. Will walk through it for clarifications.

Advocacy and Outreach-

- Working on CoC governance structure
- Northeast Housing Solutions Summit

- Working on KCMO Mayor's Houseless Task Force
- Presented at the Data Consortium presentation: Utilizing HMIS and non HMIS Data to support Racial Equity.
- Matt Watkins- Stakeholder meeting with City Managers
  - Pulled together a meeting with leader of task force. Discussed regional forces at work, and momentum in increased activity and exposure. It's a time we can start having more substantial conversations about what we're trying to accomplish. Discussed steps to take to pull together KS and MO people to make this a regional approach.
  - Set up some to-dos for the next couple weeks. Will try to set up a meeting with regional city managers.
  - Wanted to bring in funders and how we can utilize these resources.
  - Bringing in Matt to analyze our data- how can we make our data systems accessible across sectors?
  - Matt will educate on data, data systems, and how we can execute this.
  - Biggest Takeaway- engaging partners in the community who are outside of the homeless sector- Neighborhood Associations, etc., and educating the community at large on homelessness.
- Hotels
  - Our team has rallied on how to bring in folks who can help- Harvesters, Jewish Family Services, Care Beyond the Boulevard, Truman, Rediscover, KC Care, etc.
  - Navigators within system created needs assessment comprised of basic HMIS data. Used to cross reference who was in the system/on By Name List.
  - Hotel Huddle every week to talk about updates and what is going on.
  - Not enough housing opportunities for this population.
  - Created a problem where those who were not homeless before (may have been doubled up) are now literally homeless due to being at a hotel paid for by an agency.
    - Will be low in priority on By Name List compared to those on the By Name List who have experienced homelessness for 10+ years.
- Pallet Shelters
  - Modular homes, 8 x 8 or 10 x8 ft. Mold resistant, dry, ac and heat, bed, shelves. Door with lock.
  - KCMO is in process of obtaining 150 pallet shelters. KCK has been researching the same.

- Neighborhoods hate it. Tough conversation with partners in NE Housing Associations.
  - In communities who have created this type of program, neighborhoods are getting behind it.
- UG in KCK is interested in securing a hotel
  - Susila- having conversations about sanction encampment with options. Trying to push a navigation center. Providers are coming together to have these conversations.
- SROs- single room occupancy
  - missing from our housing options, and believe it is something that is desperately needed. 2/3rds of our population is single adults without children- no spaces for them.
  - Heather Bradley Geary- tax credits were just approved to develop SROs
- HMIS Committee
  - reviewing Case Worthy and Simtech contracts. CaseWorthy contract conversations have not been very positive.
  - Case Worth has little support for HMIS systems. Expertise is not in HMIS.
  - Part of the HMIS Charter- create an RFP
- NOFA
  - believe it will drop soon, seeing movement around it.
  - Started NOFA competition as of May 3. Applicants renewing can submit documents early (audits, preliminary budgets) so when the NOFA drops they can focus on application.
  - Deadline is May 31st.
- Strategic Planning
  - As we talk about governance and community plan, there is a sense that we have two distinct functions. Internal need to clean house, organize, identify what we want. External- community based that needs feedback and community support.
  - Discussion- do we bring the community in for external strategic planning?
    - a lot of service providers driving this conversation, but do not have the power to do anything outside of their own work.
- Website
  - relaunched
  - monthly marketing implementation
  - doing social media and blog communication
- Return to Work
  - staff is getting back to the office
  - zoom room for remote meetings

- Gradual process, but the staff has been more diligently at the office.
- online Learning Management System- developing that content with Held High Design
- review and update existing MOUs with CE Navigator partner agencies
- Staff Development
  - Marqueia, Amber, and Shida in leadership trainings/cohorts
  - Onboarded Haley White as Data Systems Coordinator
  - Onboarded Desiree Blake as full time HMIS Admin.
- Next Two Months-
  - Evaluate staff needs for admin. tasks formerly performed by CoC Planning Director
  - Looking for input from Board on how to respond to needs.
  - Matching sources-
    - Fundraising- going to county elected officials to get money for our data systems may be our best course of action.
- Fundraising-
  - Setup GoFundMe Charity Account, embedded on website
- Received FY19 Planning Grant agreement from HUD
- FY2021 Closed
- Review and update FY2017 Planning Grant allocations
  - funds were not incorrectly used but we need to trace back where they belong
- Game Plan for audit
  - Need to dig into our books from previous years to make sense of them
  - Make sure that the grants and reimbursements were aligned.

b. **Coordinated Entry COMMITTEE Discussion**

- Those on this committee have been on for years
- Coordinated Entry 3.0
  - want it to be in a governance committee structure
  - created a matrix to identify who needs to be at the table
    - look at it from an equity lens
  - Job description- want people coming to the table who know what the expectation is
  - Charter- work in progress
    - reminding ourselves what our core values are
    - expectations of being a part of the work group
    - Having terms- want to do succession planning
      - members on the workgroup who reapply- one year term

- new members- two year term
    - attend 2 member meetings a month in addition to smaller sub committees
    - looking for coordinated entry experience
      - 6-12 months- basic knowledge
      - Committees within CE Work Group
  - Unanimously decided to choose Rob Santel as the Chair
  - Victoria Hardy as Co-Chair
  - Victoria- can see where my expertise will be effective. Hope to extend that timeframe so people can learn the system and use their skills to support the entire team/program. Why I want to participate in this workgroup.
  - Susila- excited about this, I know there has been a big effort for this. Rob is willing to put in the extra time commitment. Great framework to move forward with this.
- Looking for Board insight on 1. Framework they have created, and 2. How this can be implemented.
- This is mandated by HUD, and needs more fire under it.
- CE Board Feedback
  - Heather Bradley Geary- I support this 100%, my concern is this will violate the by-laws if we approve this today. I think we have to amend by-laws.
  - Precious- is this procedural correct? I appreciate the thought process and due diligence behind this.
  - HBG- if we need to get this approved, we can amend the by-laws quickly.
  - Jameson- Agree with Heather- with previous ED, there was talk about establishing a committee to assess the by-laws. Not sure where that is. I would be happy to be a part of that.
- Committee to look over By-Laws Discussion
  - Matt Watkins- anyone who is interested, send Marqueia a note and we can pull together a committee to look over bylaws
  - Susila- if we're talking about strategic planning in this organization/community- how can we make sure they are aligned with that? How can we move quickly so we can get this CE group moving without violating by laws. Make sure our by-laws don't hinder us.
  - Michael Barrett- By Laws are meant to hinder us in a way. To stop us from doing things we shouldn't be doing.
  - Susila- I don't disagree with that, but we need to make sure we have a strategic plan to avoid making arbitrary changes that don't match what our end game will be.

- Christy- several versions- no one could find correct version on admin committee.
- Heather Bradley Geary- discussion around what are the correct by-laws, we've been halted for a year on looking at the by-laws, and my concern is we will continue to halt that. We can confirm this work group with the intention of reviewing the by-laws
- Matt- motion to approve this change, with the caveat that we need to review the by-laws and possibly make a change if necessary
  - Michael Barrett- Let's put a time frame on this
  - Matt- 60 days time frame
- Matt- Motion
  - Motion by Michael
  - Second by Simon

c. **Veterans Administration MOU Discussion**

Michael Barret and Marqueia-

- MOU is currently expired. VA lawyer keeps cancelling.
  - Coming to the conclusion that if they don't want this clause in there, and that is what is holding us back, that we remove it.
  - This doesn't need a vote, but wanted to raise the issue for comments or questions.

d. **Administration & Finance Committee Update**

Heather Bradley-Geary

- Getting ready for NOFA. working on RFP, meeting regularly
- Roll off the board in a year, would be nice if we had someone interested in chairing this committee so I could train them. A lot that needs to be taught.
- Christy- interested, will talk more with Heather

5. **Finances**

Marqueia

- Monthly meeting yesterday, expressed concerns in trying to get our books on point. The need for a finance committee. Trying to approach this. Something that is necessary so Simon has support.
- Talked about need to identify a backup person for Marqueia. Do not want the financial health of the organization to be on one person. Simon and Marqueia are signers on the account, need another person on staff to have oversight.
- Another person from the Board to back up Simon

a. **March 2021 Financials**

Need more revenue and more match.

Simon

- In the reports, we are underspending for salaries. Discussion on what new staff positions should look like.
- Sent out email to start recruiting for finance committee.

6. **Next Meeting Date & Action Items**

June 4th - next meeting

7. **Public Comment**

Heather Bradley Geary- please respond to nomination email that was sent out 3 months ago.

Adjourned 9:50 am

8. **Executive Session (if applicable)**