



## Administrative and Finance Committee

**Current date:** 2/10/23

**Next meeting:** 2/17/23

**Attendance:** Rachel Erpelding, Jessica Smith, LeAnn Lawlor, KK Assman, Ali Hilton, Lynn Rose, Becky Poitras, Robbie Phillips, Kevin Jean Pierre, Heather Bradley Geary

**Staff:** Amber Bauer, Kaylee Coutler, Marqueia Watson, Patricia Hernandez, Desiree Blake,

**Public:** N/A

### 2/10/23 Minutes

Objectives/ Agenda	Owner/Speake r/ Notes	Action items/Results
Minutes approval for last 2 minutes	HBG	<ul style="list-style-type: none"> <li>● Lynn brought forth motion</li> <li>● Alison second</li> <li>● All in favor</li> </ul>
CEGC	AB	<ul style="list-style-type: none"> <li>● There are things that will intertwine with this group.</li> <li>● Standards across the board - PH RH PSH</li> <li>● Started shared housing.</li> <li>● Needing more to the Governance committee - vets and lived expertise.</li> <li>● Policy and procedure is now done.</li> <li>● Will have sub committees</li> <li>● Also reaching out to organizations that are not normally at the table.</li> </ul>
Admin policies		<ul style="list-style-type: none"> <li>● Timeline set for policies before next NOFA <ul style="list-style-type: none"> <li>○ HUD field and HUD TA need to be reached out on how to handle it.</li> <li>○ Reallocation policy stalemate - tactical implementation. <ul style="list-style-type: none"> <li>■ Reduce when they request referrals? And look at the projects that didn't get funded fully?</li> <li>■ But what if they are RRH to PSH</li> </ul> </li> <li>○ Maybe bring in the agencies that did not get fully funded or in tier 2 to see if they can fill the gaps.</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ Dire need for RRH that serves higher needs folks.</li> <li>○ Keep current grants and going forward is not what is in the drafts policy</li> <li>○ Institute minimum service package requirement for RFP for the NOFA. the more rigorous we make the requirements could tighten the field.</li> <li>○ To gain services money agencies usually need to get outside funding for needed services that our PSH clients need.</li> <li>○ Mandating things that aren't funded. Is difficult to require.</li> <li>● We have 2 issues. For Admin Policy. <ul style="list-style-type: none"> <li>○ What policy will be? Going forward XYZ or now.</li> <li>○ And services? Standards for success. Maybe a timeline - a staggered 5 to 10 year timeline. If you don't have this, what's your 5 year plan? Then in 5 years not funded. <ul style="list-style-type: none"> <li>■ Case management</li> <li>■ Employment (maybe)</li> </ul> </li> <li>○ Compel to move to RRH and serve both sides of the state line.</li> </ul> </li> <li>● All grantee meeting. To discuss capacity <ul style="list-style-type: none"> <li>○ Go to the agencies that did seek funding. See their capacity.</li> <li>○ Then revisit policy</li> <li>○ Conversation with HUD is necessary. We are needing their approval before implementation.</li> </ul> </li> <li>● Leadership Team - We get together to see who is reaching out to what agencies? We will discuss in March? And Meeting with HUD.</li> </ul>
Transfer policy	HBG	<ul style="list-style-type: none"> <li>● Agencies that willingly to transfer their grant outside of the NOFO. <ul style="list-style-type: none"> <li>○ Once approved we will put together a form thatll go to the COC lead</li> <li>○ Number 9 transfer agency needs to provide a letter to COC explaining why. What needs to be in this? <ul style="list-style-type: none"> <li>■ Steps that were taken to perverse grant?</li> <li>■ Capacity issues</li> </ul> </li> <li>○ Let Heather know any changes by 2/15</li> <li>○ Heather sending out final policy on 2/16</li> </ul> </li> </ul>
Scoring lived experience for NOFO	HBG	<ul style="list-style-type: none"> <li>● Does this need to be a scorecard item?</li> <li>● What counts? PLE on their board, PLE on your staff, PLE volunteering w/ agency, etc.</li> <li>● Suggestion: Tell funded agencies that this will be scored NEXT year, but not this year to give</li> </ul>

		<p>time to implement.</p> <ul style="list-style-type: none"> <li>● KK: “quality over quantity” -meaning it is important for there to be meaningful involvement vs just “checking a box”</li> <li>● Does it matter how long ago the person experienced homelessness? <ul style="list-style-type: none"> <li>○ Some don’t think it matters, because that experience is still valid.</li> <li>○ Some think it matters because homelessness changes so much from year to year, so what people are experiencing who are going through it NOW may be experiencing something completely different.</li> <li>○ The roles we’re recruiting people for is important. Ex: for CEGC, we wanted to recruit someone who has recent lived experience to help influence our current policies and procedures. For the lived experience cohort, we want to recruit people from a variety of walks of life, including those who experienced homelessness a while ago.</li> <li>○ Client advisory committee is embedded into policy making.</li> <li>○ Having PLE involved is worth scoring</li> <li>○ Training opportunities - from Robbie. Mirna Herrera offers trainings.</li> <li>○ Broad scoring for this years competition. With the intent it becomes more in the future. With forms or documentation.</li> <li>○</li> </ul> </li> </ul>
Public comments	HBG	<ul style="list-style-type: none"> <li>● There is a place for public comment. <ul style="list-style-type: none"> <li>○ If someone is typing in the chat throughout we must not engage.</li> <li>○ We should not have a back and forth. There is a specific time for public comment.</li> </ul> </li> <li>● Should we put them in the beginning instead of the end?</li> <li>● We can pt them in the start and end.</li> </ul>
Adjourn		<ul style="list-style-type: none"> <li>● Motion to adjourn by KK</li> <li>● LeAnn Second</li> <li>● All approved.</li> </ul>