



Administrative and Finance Committee

Current date: Jun 9, 2023

Next meeting: Jun 16, 2023

Attendance: Becky Poitras, John Tramel, Kevin Jean-Paul, KK Assmann, Lynn Rose, Rachel Erpelding, Robbie Phillips, Susila Jones, Tehani El-Ghusein

Staff: Marqueia Watson, Amber Bauer

Public: Amy Copeland and Amanda Stadler with DMH

6/9/23 Agenda

<ol style="list-style-type: none"> 1. Call to Order 2. Introductions 3. Approval of May 19, 2023 minutes 4. Transfer Policy Update 5. Program Standards Update 6. Youth NOFO Update 7. Vacant Position on Committee 	<ol style="list-style-type: none"> 8. Healthcare and Housing 9. Internal Program Transfers (University Health) Update 10. MOU review 11. Local Application Discussion 12. Public Comment 13. Adjournment
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6/9/23 Minutes

Objectives/ Agenda	Owner/ Speaker	Action items/Results
Call to Order & Introductions	John	Meeting called to order. All attendees know one another so introductions skipped.
Approval of May 19, 2023 minutes	John	John asked for a motion to approve the minutes. Lynn moved and Susila seconded. Discussion revealed the misspelling of Rachel Eperlding's last name. Motion modified to approve with spelling correction. The motion to approve the minutes with correction passed.
Transfer Policy Update	Amber	The 2nd distribution for public comment yielded no comments. The policy will go to full membership for approval.

Program Standards Update	John and Amber	Scheduling challenges continue so no Admin Cmte members have yet attended a meeting. Unsure of status. Becky asked for updates by email yesterday. Amber will follow-up with CEGC Subcommittee leaders for an update. Amber and Evy are nearly done with CM standards. Will present to committee when complete.
Youth NOFO Update	John	Process going really well, and the first draft is written! LINC recorded Wednesday night. Had 19 youth attend! Wonderful and also complicated to record a discussion of so many. Some uncomfortable being on camera. Ultimately, 10 youth participated in the video, and 9 submitted written responses; all signed consent forms. Every youth who gave an interview will be featured in final project. About 1 hour of recording will be cut to 10 minutes. Anticipate to view video 6/15 and finalize edits. Consider if video can be shared with membership or in other ways (if youth agree, confidentiality considered, etc.) Children's Mercy funding has allowed GKCEH to pay the youth \$25/hour for their involvement. So paid \$50 for video and additional \$50 for 6/15. Energizing to see so many youth engaged and to hear and read their experiences and point of view. Intend to invite 1-2 youth to serve on rank and review. To view previously recorded videos by LINK, visit kclinc.org
Vacant Position on Committee	Lynn	Lynn reported out that Heather is working to schedule with youth with lived experience; schedules have not lined up.
Healthcare and Housing	KK	First meeting scheduled on Tuesday, June 13.
Internal Program Transfers Update - University Health	Robbie	HUD has directed UH to halt any steps until further notice. Guess about why is proximity to NOFO but no confirmation of this.
MOU Review	Marqueia	Intended Changes to reflect - <ul style="list-style-type: none"> • Data quality - desire to weight it higher in scorecard. Seeing some practices which are negatively impacting system performance measures and therefore federal review and ranking. Using HUD's new EVA tool learned: missing project exits; clients shuffled around in programs and using original homelessness status rather than housed status, indicates incorrectly a return to homelessness; missing data; untimely data entry; CE data quality by agencies taking referrals from BNL; HIC prep has been challenging - consider identifying and designating a HIC responsible person, some RRH programs not entering their data • Monitoring and Performance Improvement Plans - increasing point value • Seeing many communities are already well into the NOFO process b/c it's due to project performance rather than performance in the NOFO. By the time NOFO drops, projects know if they are being invited to reapply or not. Therefore need to tighten the reins in the monitoring process.

		<p>How can Committee help?</p> <ul style="list-style-type: none"> • Staff will draft this week and we will spend majority of next meeting reviewing. Will send out in advance so please review in advance. <p>How will this impact competition? Effective for the grant coming online. Not asking retroactively.</p> <p>Shida will come next time to discuss scorecards. Shida also will be reaching out to VSPs to discuss a regular cadence for having these available.</p>
Local Application Discussion		<p>Intend soon to request applicants submit start the local early application process - LOI inside of Zoomgrants</p> <p>Working to move all follow-up and desk monitoring into Zoomgrants</p> <p>Plan to attend next week's meeting in person if possible due to the discussion of this and prior agenda topic.</p>
Public Comment		<p>No comments from public guests.</p> <p>Committee members shared announcements:</p> <ul style="list-style-type: none"> • BoS has an RFP out for a VSP CE projects. Info distributed via MOCADSV to VSPs. Info also available at MOBOSCO.org and at info session 6/15 • KCMO has 2 RFPs out - 1) Violence Prevention including VSP and 2) programs that support returning citizens/reentry from incarceration. Recommend searching "KCMO Bonfire RFP" rather than through the KCMO website.
Adjournment	John	<p>Next week, attend in person if possible as there will be a lot of discussion: MOU review, scorecards, local application revisions, early application process.</p> <p>The meeting ended at 9:50am.</p>

Recorded and submitted by: Tehani El-Ghusein