



## Administrative and Finance Committee

**Current date:** Jul 28, 2023

**Next meeting:** Aug 11, 2023

**Attendance:** Ali Hilton, Becky Poitras, Heather Bradley-Geary, Kevin Jean-Paul, KK Assmann, Lynn Rose, Rachel Erpelding, Robbie Phillips, Susila Jones, Tehani El-Ghussein

**Staff:** Marqueia Watson, Amber Bauer, Patricia Hernandez, Shida McCormick, Nehemiah Rosell

**Public:** Amanda Stadler, Brandy Bair

### 7/28/23 Agenda

1. Call to Order
2. Approval of 7/21/23 minutes
3. 7/31 and 8/1 training
4. E-snaps Video
5. NOFO timeline
6. Review Grant Scoresheet, other documents and score card
7. Public Comment
8. Executive Session
9. Adjournment

### 7/28/23 Minutes

Objectives/ Agenda	Owner/ Speaker	Action items/Results
Call to Order	HBG	Call to order 9:03am
Approval of 7/21/23 minutes	HBG	Becky: approved Susila: second
7/31 and 8/1 training	Amber	<p>HBG: Housing and Healthcare - Pulled all MOUs from last year. Small snippet at the training. Rachel will help with that.</p> <p>AB: Must be signed between certain dates annually. And has not been done</p> <p>RE: We want to emphasize the why? We need health.</p> <p>*reviewing slide show for training*</p> <p>HBG: need this link for new committee members</p> <p>BP: Category 4 needs to be updated</p> <p>HBG: Priorities will be a big question</p> <p>BP: in addition too few barriers to entry to the entire geography of the COC?</p>

		<p>SJ: if we say that we continue to take from WYCO. If we say prioritize the entirety of the COC we lose WYCO.</p> <p>BP: I thought it was legacy.</p> <p>SJ: If we say that now</p> <p>BP: all new projects have been committed and served? We say it on the LOI.</p> <p>KK: We can prioritize but not only?</p> <p>BP: Add-which serves the entirety of the COC-</p> <p>MW: it applies to new but also old. If we didn't prioritize both sides of the COC we shouldn't be merged. We have identified</p> <p>KJP: I think it's 2 separate things.</p> <p>RE: I think we do need to start now and not push it down the road. I know we discussed how we will make things equitable.</p> <p>KJP: did we ever agree on our going forward?</p> <p>RE: community standards for providing service.</p> <p>BP: you can say you only serve an area but that is usually for BOS. Are we only heading to RRH or all new? Must serve the entirety</p> <p>MW: in general projects serve all geography.</p> <p>BP: make it its own bullet?</p> <p>MW: Yes a 5th bullet point.</p> <p>LR: Can you choose rental assistance? Under PSH</p> <p>BP: you can now - currently funds that are renewed are not the only eligible</p> <p>BP: DPSP be moved to PSH. They cant maintain chronic in TH</p> <p>RE: if I were a new person what is community involvement and capacity?</p> <p>MW: We have them in the application process.</p> <p>AB: we go over why we do an MOU</p> <p>SM: Spell VSP out?</p> <p>MW: Agency and system performance on the HMIS slide</p> <p>BP: tracking the return to homelessness*</p> <p>SM: Options for race will change.</p> <p>MW: Data standards change.</p> <p>BP: 10/1 standards are changing adding - 2 submitted to local COC and HUD as in including Esnap application in Zoom grants</p> <p>MW: Inkind needs an MOU</p> <p>SM: is there a specific time we need to pull scorecards</p> <p>MW: they get them quarterly with the date range - if you didn't write for moving cost it is an eligible item for Supportive services.</p> <p>BP: we don't include DV bonus and amounts - include eligibility for the VALO?</p> <p>MW: additional line items on 42.</p> <p>BP: expansion?</p> <p>MW: Expansion and transitions consolidations</p> <p>SJ: can you email the people who submitted LOI?</p>
E-snaps Video	HBG	<p>Becky will video record it on Zoom.</p> <p>Deadline: Wed - place on youtube channel</p>
NOFO Timeline	HBG	<p>MW: TBD needs to be resolved?</p> <p>AB: PLE 8/1 and application. Aug 2nd.</p>

		<p>MW: I propose we use the unsheltered - questions are robust and drill down LGBTQ renewal isn't the problem it was the new one.</p> <p>HBG: can we make sure the dates are in order?</p>
Review Grant Scoresheet, other documents and score card		<p>MW: I can share the unsheltered and update. We can send you via email?</p> <p>HBG: is it ok for you all to finish it and email it to us Monday? A review and no vote.</p> <p>MW: The problem wasn't the renewal but the new one with so many questions.</p> <p>HBG: be ready by noon to approve and post-Aug 2nd.</p>
Public Comment	Misc.	<p>Brandi Bair - I did not receive anything but did submit the contact information.</p> <p>SM: The positive to exit and length to referral to the house are we adding them? Positive was a yes and referral to housed - we discussed having training on it next year. - non-scored items? Scored or not?</p> <p>LR: I think they should be on there and not scored and tell them next year it'll be scored next year.</p> <p>BP: by saying not scoring them?</p> <p>SM: it will show the score but not be added to the main score.</p> <p>MW: benchmarks were taken from the deviation of scoring.</p> <p>NR: the average to referral is 75 days.</p> <p>SM: we could have them done next week so they can revise and re-pull them again. We have office hours on Friday</p> <p>LR: we will get 2 scorecards?</p> <p>SM: first one on Thursday and a week to clean it and then pull again.</p> <p>training slides we talked about a slide outlining eligible costs and how we are reminding people what they could spend money on.</p> <p>MW: HUD has a 2-page doc.</p> <p>BP: MOHIP is open for Supportive services.</p> <p>AB: under resources</p>
Executive Session	HBG	<p>HBG: a motion to go into executive session and adjourn the general meeting. MW will determine what staff will remain.</p>
Adjourn	HBG	<p>Motion to adjourn</p> <p>Becky: made the motion to adjourn. Susila: second. All: Approved!</p>

**Recorded and submitted by:** Recorded by Patricia Hernandez