



Administrative and Finance Committee

Current date: June 14, 2024	Next meeting: June 21, 2024
------------------------------------	------------------------------------

Attendance: - Ali Hilton, Becky Poitras, Kevin Jean-Paul, Lynn Rose, Rachel Erpelding, Robbie Phillips, Susila Jones, Tehani El-Ghoussein, Paris Mendoza

Staff: - Marqueia Watson, Amber Bauer, Shida McCormick

Public: Amy Copeland, Brandi Bair

6/14/24 Agenda

1. Review and Approve Minutes for 604 Admin Meeting from May 17th and May 24th (see attached)
2. Review and Approve MOU for Applicants
3. Public Comment
4. Full Meeting Adjourn

6/14/24 Minutes

Objectives/ Agenda	Owner/ Speaker	Action items/Results
Review and Approve minutes from 5/17/24 and 5/24/24	Lynn Rose	Ali moved, Becky second. Minutes approved.

Review and Approve MOU for Applicants	Marqueia Watson	<p>Reviewed the MOU and shared for edit. Added link to Mission Statement/ Vision and link to Transfer policy. Discussion about client choice and housing clients in preferred area. Discussion about timeliness and work out in the field. Added link to refer to timeliness standard. Added Healing Centered Engagement and discussed this as a movement. Reviewed and revised capacity of programs to operate programs. Discussion about equitable access and not excluding specific subpopulations unless project was specifically written to serve a specific population. Discussion about healthcare integration into housing programs and a new focus on healthcare first. Discussed agencies alignment with CoC mission under the community wide homeless response. Added this statement under capacity to operate a program. Discussion about geographic mobility and serving the entire MO604 area and what programs are limited to one location due to legislative restrictions. Discussion about need to reference to VAWA. Discussion about committee participation and that groups are currently closed, Marqueia noted that through the CoC charter, work groups would return and the work groups are supposed to be community driven. We added language about this. Discussion about HMIS quality and the ability to monitor compliance with the MOU and tools that can be offered to help people monitor compliance themselves. Under project performance, discussed client transfers and these should occur only when there is an issue or the client requests the transfer and should not be a fund management strategy. Added reference to transfer policy and AAQ info). There was discussion about monitoring and how often this occurs, what is the correction period, how do we follow up on this. Marqueia mentioned that there are a few drafted corrective action plans. Discussion about Zoom Grants and requirements for application. Under the Post Award Action, there was discussion around environmental reviews and conflict of interest forms. The group decided that the environmental reviews and conflict of interest forms are not required because these are on file with HUD. Completed MOU review.</p>
Policy Discussion	Amber	Got no feedback on ranking policy. The policy will be placed in front of membership.
Public Comment		<p>Brandi – no comment. She appreciates the time and effort we are taking to look at changes and what those mean and the impact they have on the agencies. Amy - no comment</p>
Closed Session		Motion to adjourn from Tehani, second from Becky adjourn at 10:54.

Recorded and submitted by:
Rachel Erpelding