



Administration and Finance Committee

Current date: August 9, 2024	Next meeting: August 16 , 2024
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Attendance: - Susila Jones, Kevin JeanLynn Rose, Rachel Erpelding, John Tramel, KK Assman, Tehani El-Ghoussein, Robbie Phillips, Ali Hilton, KK Assman, Paris Mendoza, Becky Poitras.

Staff: - Marqueia Watson, Shida McCormick

Public: Brandi Bair, Amy Copeland, Ashley Cunningham

8/9/24 Agenda

1. Review and Approve Minutes from July 12, 2024 Meeting (attached)
2. Discuss and confirm internal timeline for committee responsibilities during the NOFO
3. Discuss 2024 NOFO details to inform training and process
4. Public Comment
5. Ajourn Public Committee Meeting
6. Conduct Closed Session Meeting

8/9/24 Minutes

Objectives/ Agenda	Owner/ Speaker	Action items/Results
Review and Approve minutes from 7/12/24	John Tramel	Rachel has some corrections to date and grammatical. Marqueia noted that the top of the minutes states Administrative and Finance and it's the Administration Committee. Rachel will make corrections

Scorecard Concern from Agency	Shida	Scorecard concern from an agency because they didn't spend down a small dollar amount. Do we want to make changes to the scorecards that say plus or minus \$1000. Scorecards are 7/1/23-7/1/24.
Discuss and confirm external, public facing timeline.		<ul style="list-style-type: none"> • The NOFO is now out, and we need to review the timelines, both internal and public facing. • Marqueia and Amber tried to work backwards and plug in some dates to review ahead of time. We do have an extra month, likely because this is a 2-year cycle. We will have the opportunity to transition or reallocate projects in the 2025 fiscal year. 2025 is not reflected in the timeline we are working on. • Two trainings are listed one in person and one virtual but one is required. The trainings are listed in two weeks. • The LOI was completed prior to the NOFO dropping, do we want to reopen LOI for new applicants considering changes to some bonus money, changes to tier structure. Marqueia thinks it would be best to wait to ARD is released. • This year we will ask people to submit application instead of waiting to submit. • Rank and Review will have office hours this year to ask clarifying questions, we also added a Rank and Review Panel Q&A for the 25th. 2 staff should be available to attend. • Added language about applications that are not selected to go in front of rank and review, that they did not pass threshold and that is why they are not going in front of rank and review. • After 10/18, applicants don't have to do anything. • Discussion about the eSNAPS application being available in LITMOS but this would be cumbersome.
Discuss and confirm internal timeline for committee responsibilities during the NOFO		<ul style="list-style-type: none"> • Reviewed parts of the internal timeline that pertained to Admin & Finance Committee group. • We need to take another look at the application questions with the group that developed these. Do we want to include language that speaks to the higher level HUD goals and objectives. • Admin & Finance Committee will review the training materials to see if we need to adjust/add/remove. • Committee will begin collaborative application 9/13 meeting. We will schedule meeting each Friday 9/13-10/18. • A date will be set for non-funded agencies to meet again to discuss the application questions.
Discuss 2024 NOFO details to inform		We will table this until next meeting.

training and process		
PSH New Build Demonstration Project	John/Mar queia	<ul style="list-style-type: none"> • There was discussion about the NOFO for the PSH new build demonstration project. • Becky shared that her information from HUD TA was that this would be highly competitive and cities like KC would not be competitive. CoC areas with the highest need and highest impact based on reduction of homeless population metric would be ideal. There was also discussion about capacity to support this project as a CoC community. • Decision was made to vote on recommendation that we do not believe we have community capacity or a highly competitive project to participate in this NOFO. Becky moved, Rachel second, motion passed.
Public Comment		Amy Copeland – CoC Build is such a rare and incredible opportunity and she thinks that Swope Health might be an option for this project and she believes it's worth a conversation. Brandi has no comment. Ashley has no comment.
Adjourn		Bekcy moved to Adjourn, Kevin Second. Meeting adjourned.

Recorded and submitted by:
Rachel Erpelding