



MINUTES
EXECUTIVE COMMITTEE
May 4, 2023 10:00 AM
<https://meet.goto.com/713093389>
To dial in: +1 (408) 650-3123
Access Code: 713-093-389

Members Present:

Deanna Valentine (DSS/PHAC Co-Chair)	Jean Jones (PARC/P&P Co-Chair)
Ursula Murphy (PSO/ HMIS Chair, CES Co-Chair)	Pat Chambers (PCOM)
Sharonita Cousin (VSH/ P&P Co-Chair)	Sheri Johnson (DBHS)
Joy Shaffer (HER/PHAC Secretary)	Annie White-Guertin (PARC)
Sarah Johnson (ForKids)	

Other Attendees:

Karen Joyner (TPC)
Amanda Brandenburg (TPC)
Julie Dixon (TPC)
Jordan Schaller (TPC)

Excused

Darlene Sparks Washington (PVH / PHAC Co-Chair)

Members Absent:

Rev. Harrison (PCOM)	Jay Hendricks (Hendricks Living)
Edward Bland (PRHA)	Alissa Winston (PRHA)
Olivia Smithberger (HER)	Tayla Davis (Eggleston)
Tyrone Sessoms (STOP)	Jessica Dennis (DBHS)
Dean Burgess (DBHS)	Barbara Wagner (VSH)
Nathan Woodard (DBHS)	Cathy Parker (PRHA)
Gladys Baker (STOP)	Shirley Brackett (ForKids)

The meeting was called to order at 10:05am. Minutes were reviewed. Motion made by Ursula Murphy to adopt the minutes with noted corrections and seconded by Sharonita Cousins. There were no objections or abstentions.

Co-Chairs

- Disseminating grant information
Potential funding e-mails will be sent out to the entire PHAC mailing list
- Health Department



The Health Department is in the process of becoming reaccredited. They have been having various events in the city. This is a possible opportunity to add partnerships. They, also, have emailed out a community needs assessment. If received, please complete it.

Policy and Planning

- Point In Time Count/Housing Inventory Count Report
 - The report was submitted on time and was reviewed in Policy and Planning. There were no corrections prior to submission.
 - Jordan Schaller reviewed the history of the PIT/HIC submissions
 - The same areas were canvassed this year as last year
 - Discussion on monitoring the identity of persons surveyed to allow for targeted outreach if they are repeated individuals. Concern voiced by Policy and Planning around confidentiality and persons moving around
 - Starting soon Policy and Planning will dedicate 15 minutes per meeting to planning for next year's PIT
 - There will be a change in the methodology for next year
- VHSP Renewal
 - The process was approved at Monday's meeting. There will be a meeting next week to review information from the currently funded agencies. At that point, a recommendation will be made for renewal funding.
 - VHSP application timeframe was reviewed
 - The Competition Debriefing score summary was reviewed. It is unknown if the questions will be the same until the new NOFA is released however the questions where the CoC missed the majority of points will be discussed to see where improvements can be made.
- Scorecard

There was a request to make a change in the scorecard concerning measuring participation in Coordinated Entry System process.
- Quarterly Reports

All agencies are on track to spend all allotted funds
- Minutes

Past minutes are on the link
- Addition questions for Co-Chairs
 - What is status of getting planning dollars for data analyst and by-law review?
The funds will need to be re-requested for the next fiscal year
 - Can Policy and Planning start work on items assigned in Strategic Plan assigned to Policy and Planning?
At the end of the retreat, the CoC will be more in line to figure out what goals are needed and how to target the items in the plan



Coordinated Entry

- In April there was a discussion on chronic homelessness in the HMIS CES project. It was decided Ursula Murphy would reach out to Jordan Schaller and Ashley Love. They will be at the next meeting to help answer questions on how to document and update the CES project in HMIS.
- It is important that persons who complete assessments or have access roles be in attendance

HMIS

- The next meeting will be April 17, 2023. The Planning Council's demo project will be discussed. The most current training video will also be discussed.
- Agencies who data impact PHAC should be in attendance at the meetings

Additional Information:

- There is a need to define what participation means versus just attending meetings.
- Deanna Valentine will reach out to PRHA to encourage them to participate in the meetings.
- Deanna Valentine will contact Steven Davis to see if will help provide information as to what a plan for sheltering during inclement weather would look like. There will be more discussion at a later time.
- PRHA recently mentioned a possible grant opportunity coming that would target housing for persons experiencing homeless.
- It is important to have a plan to spread information pertaining to inclement weather plans.
- When the emergency shelter is built, it is possible that some of the common areas will be used for inclement weather.
- Vantoria Clay (Independence Center) would like to be a part of the new shelter being built.
- Jean Jones stated that her client received a letter regarding SNAP that she wants to contact Deanna Valentine about. According to the letter, persons receiving SNAP who do not have any other income will have to start working. She is requesting information about how to help people access resources.

Motion to adjourn made at 11:17am by Ursula Murphy and seconded by Sharonita Cousinsin.

Next Executive Committee Meeting Thursday, June 1, 2023 10:00 AM

Next Community meeting will be Thursday, May 18, 2023 at 10am