

May 2021 Executive Board Meeting Minutes
Via Zoom
May 6, 2021, 1:30 p.m.

Present Anna DeAscentis, Shari Harrell, James Ford, Matthew Slater, Tom Hetrick, Robin Finger, Joe Caruso, Jeff Phillips

Absent Erin Bishop, Beverly Hosey

Two items were added to the agenda under Coordinator Report.

The March 2021 Executive Board minutes were approved as submitted.

Election of Officers A nominating committee was formed with Anna DeAscentis and Tom Hetrick to present a slate of officers at the next Executive Board meeting.

ESG Allocations James Ford, the chair of the evaluation committee presented the recommendation for the 2021 ESG Allocations. A motion was made by Matthew Slater to accept the recommendation, seconded by Robin Finger, all present voted in favor.

July Meeting The CoC Coordinator will be on leave during the July meeting discussion occurred around canceling the meeting. A motion was made to cancel the July meeting by Jeff Phillips and was seconded by James Ford, all present voted in favor.

Conflict of Interest Form A motion was made by Matthew Slater to accept the form with the addition of the Conflict of Interest language from the Governance Charter, the motion was seconded by Joe Caruso, all present voted in favor.

Coordinator Report

HMIS Fee Structure Discussion occurred around the cost of licenses for HMIS and agencies paying that cost. Historically, the CoC has covered the cost of HMIS licenses for all users through the HMIS grant. The CoC will be changing software vendors in the coming months and the cost of the licenses will increase. Mahoning County and Ohio Balance of State CoC have a shared HMIS implementation, the Balance of State CoC has a fee structure in place and all agencies must pay for their licenses and many organizations operate in both the Balance of State CoC and Mahoning County. Since HMIS is a requirement the committee would like to explore covering the cost for at least two licenses and then the agency could cover the cost of any additional licenses.

Meridian Healthcare Renewal Projects FY 2020 During the FY 2020 CoC NOFO Competition, the CoC planned to decrease the size of Meridian Healthcare's project and reallocate that funding to a new project. At the end of 2020, HUD determined that there would not be a competition and projects were automatically renewed. During that time, our HUD field office reduced the size of Meridian Healthcare's projects, with the anticipation that the project will be reduced during the competition. Now the concern is that the CoC may lose that money and will not be able to reallocate it during the FY 2021 competition. The field office is working to make sure that the funding is not lost and the CoC Coordinator notified HUD of the situation.

Pre Application A pre application document for the FY 2021 CoC Application will be sent to board members next week for an electronic vote

Next Steps During the upcoming months, the CoC Coordinator will be focusing: on developing a Written Standards document and a Grievance Procedure, creating a data quality plan and monitoring plan for funded projects, coordinating additional trainings through HUD and making updates to the Governance Charter to make the document easier to understand and add language to the Conflict of Interest statement.

Committee Updates

- **Coordinated Entry** The committee is review the policies and procedures. They are looking to move to quarterly meetings.
- **HMIS Advisory Committee** The committee discussed the upcoming change in software providers.

Old Business

Joe Caruso discussed adding members to the Strategic Plan Committee and will send an email out to the entire CoC membership to see who is interested.

New Business

None

Announcements

None

Adjournment

2:33 p.m.

Submitted by Continuum of Care Coordinator, Colleen Kosta