

# New Projects Selection Committee

MINUTES

DATE 7-15-16

START TIME 12:35PM

<b>MEETING CALLED BY</b>	Tahtia K. Smalling
<b>NOTE TAKER</b>	Amanda Borta
<b>ATTENDEES</b>	Present: Melvin Alexander, Billy Sharpe, Tahtia K. Smalling, Tawanda Acosta, Khen Nickele; Chris O'Hara Absent: Sherri Allen Reeves; Susan Reyna; Dorothy Yancy

Agenda topics

<b>WELCOME AND INTRODUCTIONS</b>	Tahtia began the meeting and introduced those on the line.	
<b>REVIEW OF PSH/RRH APPLICATION RUBRIC</b>	<p>The group began reviewing the rubric Amanda sent before the meeting. Group reviewed the CA SSO completed rubric to ensure it reflected the previous meeting's discussion. It was noted that the PSH/RRH application does not have points already associated with each section. There are also four sections as opposed to three. The first section is Population questions, second id Service Deliverable questions, Section 3 is Budget, and Section 4 Readiness to Proceed. By consensus the group assigned 25 pts to section 1; 40 pts to section 2; 25 pts to section 3 and 10 pts to section 4. The group utilized the same approach used previously with the CA SSO Rubric and application, first going through the questions in each section to determine level of value or priority and then assigning points accordingly.</p> <p>It was noted that some questions are problematic in the application, further confirming the need for additional coordination between the NPPC and NPSC. For example, there should be a question about how they currently receive clients and what population is served before asking about who left the program. Seems to ask about only half of the information needed to get the full picture.</p>	
<b>FOLLOW UP</b>	<p>It was requested that items on the 'Additional Information' tab be moved into the main tab so that the full question is visible. Amanda will update all points on the spreadsheet and make additional changes as needed and will then send out to the group for a final look.</p> <p>Next steps: Applications are due on the 20<sup>th</sup>. Leadership call on the 21<sup>st</sup> to discuss number of submissions and divvy up how to review the applications among committee members. Meeting on the 25<sup>th</sup> to review all applications for initial review. In person presentations are scheduled for the 27<sup>th</sup> and space has been reserved. A call in option will be available for the 25<sup>th</sup> meeting, but it is preferred in person if possible.</p>	
<b>ADJOURNMENT:</b>	<b>MINUTES SUBMITTED BY:</b>	<b>APPROVED BY:</b>
1:45pm	Amanda	Committee Approved