

MINUTES

DATE: FRI, MAY 1, 2015 START TIME: 10:12AM

<b>MEETING CALLED BY</b>	Alice Merrifield, Co-Chair
<b>NOTE TAKER</b>	Kathy Booton Wilson, Secretary
<b>MEETING ATTENDEES</b>	Kathy Booton Wilson, James Conlon, Robert Cunningham, Andrea Dakin, Elizabeth Dunn, Ken Keibler, Kyu Kim, Alice Merrifield, Dharshni Ponnampalam, Mande Russell, Norma Samame, Robret Simpson, Larry Smith, Mindy Taylor, Gwen Turner, Monica Williams, Mayon Yen, Jodie Arnaudov, Uri Billion, Chris Bohlander, Loren Seeger, Amanda Borta
<b>QUORUM?</b>	Yes.

Agenda topics:

<b>WELCOME AND INTRODUCTIONS</b>	Alice opened the meeting and welcomed attendees. Attendees introduced themselves.
<b>REVIEW AND APPROVAL OF MINUTES</b>	The group reviewed the minutes of the April 10, 2015 HMV meeting. There was one change: Under the Site Visit Sub-Committee Update, the report of Gwen Turner’s comment was corrected to state, “In response to a comment that People with Lived Experience might not attend unless provided with transportation, Gwen stated that some People with Lived Experience do have access to transportation.” Robret Simpson moved for approval of the minutes and Gwen Turner seconded. The minutes were approved unanimously.
<b>ANNOUNCEMENTS AND UPDATES</b>	<ul style="list-style-type: none"> <li>• <b>HUD Update:</b> Amanda reported that the HUD CoC Registration was released yesterday. She suggested that all read it. She gave some highlights. The NOFA release is expected in early June. Kyu requested that at least ½ hour to 1 hour of a future meeting be devoted to discussion of the agency ranking. Others felt that agency ranking falls under the purview of other workgroups and committees.</li> <li>• <b>Training:</b> CAEH completed Roberts Rules of Order training. Match and Leverage training will be on May 29<sup>th</sup>.</li> </ul>
<b>CHARTER TRANSITION/ORIENTATION UPDATE</b>	<p>Alice Merrifield and Mande Russell attended a training for committee chairs on the new Continuum of Care structure. The HMV Committee will no longer exist under the new structure next year. The tasks now assigned to the HMV Committee will roll into the System Performance and Evaluation Committee. See Handout: <b>Charter Committee Guidance Documents</b>. This worksheet document will need to be completed during the June meeting. Kyu proposed creating a sub-committee to draft the document. Norma, Robret, Kyu, Alice, Mande and Kathy volunteered to meet as a sub-committee and work on the document. See Handout: <b>Committees of the Board</b>. This handout outlines several of the activities assigned to the Systems Performance and Evaluation Committee. Committee members will be elected. People with Lived Experience (PLE) will elect their own representatives and the Service Providers Commission will elect their own representatives. All slates will be approved at the All CoC Meeting. The group discussed the process for filling the slots on the new committee roster.</p> <ul style="list-style-type: none"> <li>• A question was raised as to how the committee roster will be filled if a committee is not able to recruit willing participants from all categories in the proportions required.</li> <li>• All committee members are asked to reach out to people in the categories other than PLE and Service Provider to recruit committee membership.</li> </ul> <p>All questions regarding charter transition should be e-mailed to Alice, Mande and/or Kathy as soon as possible.</p> <p><b>Letter to Membership/Charter Implementation:</b> The letter framed by the committee was submitted to the Charter Implementation and Membership Committees. The response was that members of workgroups and sub-committees are now elected through the Service Providers Executive Committee. The HMV Committee no longer has seats on workgroups such as the HEARTH Funding Opportunities Task Group.</p> <p><b>HEARTH FOTG Nominations:</b> Alice Merrifield and Mindy Taylor have been nominated to serve on the</p>

	HEARTH FOTG. The Appeals Committee and Nominating Committee still need to be populated. <b>Conflict of Interest Statement:</b> Every member of the CoC or any committee thereof needs to complete and submit the Conflict of Interest Statement form. Loren collected Conflict of Interest statements from HMV Committee members.	
<b>SITE VISIT UPDATES</b>	<ul style="list-style-type: none"> <li>• <b>Joint Statement:</b> There was one slight change to the joint statement approved at the last meeting.</li> <li>• <b>Site Visits:</b> The first agency for site visit has been identified and is preparing for the site visit.</li> </ul>	
<b>SITE VISIT PROVIDER TRAINING</b>	Amanda Borta provided training for service providers who will participate in site visits. See PowerPoint Handout. See also Handouts on Site Visit Confidentiality Policy and Peer to Peer Provider Review. A concern was raised that any possible impact on agency funding as a result of the site visit needs to be disclosed.	
<b>NEXT MEETING</b>	Friday, June 5, 2015 at 10:00AM at Thresholds, 4101 North Ravenswood.	
<b>ADJOURNMENT:</b>	<b>MINUTES SUBMITTED BY:</b>	<b>APPROVED BY:</b>
The meeting adjourned at 12:00PM.	Kathy Booton Wilson	HMV Committee on 6-5-2015