

MINUTES

DATE: FRI, AUGUST 7, 2015

START TIME: 10:09AM

MEETING CALLED BY	Mandee Russell, Co-Chair
NOTE TAKER	Kathy Booton Wilson, Secretary
MEMBERS	Kathy Booton Wilson, Adriana Camarda, Joyce Coffee, Robert Cunningham, Elizabeth Dunn, Kyu Yup Kim, Kevin McCullough, Alice Merrifield, Margarita Nieves Gonzalez, Dharshni Ponnampalam, Mandee Russell, Norma Samame, Robret Simpson, Larry Smith, Gwen Turner Mayon Yen, Charles Purcell, Melvin Alexander, Leilah Odeh Amanda Borta; Loren Seeger
QUORUM?	Yes.

Agenda topics:

WELCOME AND INTRODUCTIONS	Mandee opened the meeting and welcomed attendees. Attendees introduced themselves.
REVIEW AND APPROVAL OF MINUTES	The group reviewed the minutes of the July 10, 2015 HMV meeting. Robret Simpson added that she had requested information on how Chicago compared to other continua in the national competition. Liz Dunn shared that she had commented that HMV will be taking into account the impact of CRS and HMIS on system performance and communicating that information to the appropriate committees for their evaluation. Joyce Coffee moved for approval of the minutes with the two revisions and Gwen Turner seconded. The minutes were approved unanimously.
ANNOUNCEMENTS AND UPDATES	<ul style="list-style-type: none"> • HUD/NOFA Update: Amanda Borta reported that the NOFA has not yet been released. Therefore, there is no new information. AllChicago will disseminate information as soon as the NOFA is released. • Charter Implementation Update: Amanda reported that the System Performance and Evaluation Committee (SPEC) work plan has been approved by the Charter Implementation Committee. The process for selecting new projects and the annual ranking of projects were removed from the SPEC work plan. The assignment of these tasks will be determined by the Interim Board of Directors.
SITE VISIT UPDATE AND NEXT STEPS	<p>Amanda reported that another site visit has been completed. The Site Visit subcommittee will reconvene to evaluate the process and make revisions as needed. Amanda will send out an e-mail to schedule a meeting date. Technical assistance has begun with the first agency that was evaluated. Feedback on the process has been positive.</p> <p>Amanda asked if someone could fill in as a service provider for a site visit next week on Thursday morning. Joyce Coffee or Leilah Odeh may be able to participate.</p>
2016 EVALUATION PLANNING	<ul style="list-style-type: none"> • Motion from Service Providers Commission – Executive Committee (SPC – EC) re: Match and State Funding: Alice Merrifield reported on a motion that has been forwarded to the HMV Committee from the Service Providers Executive Committee. The motion states: Submit a request to HMV to consider the loss of state funds which is traditionally used as match when developing scoring for match/leverage in the Evaluation Tool. Kyu suggested collecting data on how the Continuum of Care (CoC) collaborative application would be effected. Amanda shared that in order to get the points on the collaborative application, 100% of projects must contribute leverage. Therefore, the CoC has not received points in that area. Robret shared that the requirement of MOU's for match will make the match requirement more difficult this year. • Point Allocation Comparison: Amanda reviewed a handout that displayed the point allocations and changes from 2013 through 2015 on the Evaluation Instrument. [See Handout]. Norma

	<p>suggested that the impact of the CRS requirement be included in the discussion of point allocation. There was discussion of future plans to possibly integrate CRS into the HMIS system. Ideas in discussion included:</p> <ul style="list-style-type: none"> • Creating a shorter/transition year instrument this year. • Incorporating feedback of constituency groups in the performance measures. • CRS utilization is an issue that will need to be included in the discussion. • It will be important to educate the System Performance & Evaluation Committee members on the history and meaning of the Evaluation Instrument, because there will be new members coming onto the committee without that information, history and knowledge. • There was extensive discussion of how the SPEC Committee will look and make decisions under the new charter. <ul style="list-style-type: none"> • Evaluation Instrument Process: This committee will begin to work on the evaluation instrument in the next meeting. Some of the data below will be e-mailed by AllChicago staff to the committee before the next meeting. Each HMV member is expected to review and understand that information prior to the meeting. Some information requested included: <ul style="list-style-type: none"> ○ How did various program types score last year? ○ How many projects are in each program type? ○ Will need to incorporate the new program models chart. ○ Will need to think about alternatives to percentiles. ○ How does Chicago compare in national scoring with similar continua? Loren Seeger reported that there is not a similar continuum. Leilah suggested that we compare with a couple of different continua. ○ Most common appeals from last year. Amanda stated that most were regarding match/leverage. The second most common was the explanation of funder-stipulated barriers to housing certain populations. ○ Links to Program Models Chart and last year's evaluation instrument. ○ Report on last evaluation cycle. ○ HUD's scoring criteria from last year on the national submission. ○ Evaluation instrument instructions. • Evaluation Instrument Timeline: The committee will begin to work on the instrument in September with the goal of having a draft completed in November so that there can be feedback from other groups and some pilot runs by experienced service providers. 	
ANNOUNCEMENTS	None.	
NEXT MEETING	Friday, September 4, 2015 from 9:00AM – 12:00PM at Heartland, 1207 W Leland, 1 st Floor Community Room.	
ADJOURNMENT:	MINUTES SUBMITTED BY:	APPROVED BY:
The meeting adjourned at 11:38AM.	Kathy Booton Wilson	HMV Committee 9/4/15