

MINUTES – January 26, 11:30 am – 1:00 pm

In Attendance:

Alison Gerbig, Andy Barton, Anne Beer, Anne Markley, *Crystal Karr, Haley Chapin, Jansen Howard, Kat Lilley, Kayla Rockhold, Kristy Milligan, *Paul Spencer, *Randi Davis, Jeff Cook, Velda Baker, Jamie Brown, Mary Beringer, Captain Doug Hanson, Stacie Kwitek

**Indicates ex-officio member*

CHP Staff: Scott Correa, Mary Ellen Benson, Amber Ptak, Christina Yasav, Heather Brinker, David Zucconi, Angela Roberts

Meeting Summary:

The meeting began with introductions of new board members and a discussion on the CoC's objectives for the upcoming year: the importance of community engagement, advocacy efforts, and the need for a robust committee structure to effectively carry out the CoC's mission were highlighted. Incorporating voices from the community and individuals with lived experiences into the board's decision-making process was also mentioned.

The meeting then transitioned to the approval of the new executive slate, with members making motions and the slate being approved: Kristy Milligan (Chair), Anne Beer (Vice Chair), Alison Gerbig (Past Chair), Kayla Rockhold (Secretary).

The section concluded with the agenda moving on to the approval of the meeting minutes from December 1st.

Meeting Agenda:

I. Call to Order (Kristy)

II. Introductions (Kristy)

a. Welcome to Our New Board Members: Jamie, Mary, Stacie, Captain Doug Hanson

i. We have 100% attendance!

ii. If the CoC did one big thing this year, it would be...

- Attendance like today's meeting; improve communication and public awareness of the CoC's role; expand our influence in the community; advocacy; share more with the community on what we do (and don't); an active committee structure; expand the voices of PWLE at this table; have a robust strategic plan; expand focus beyond just Colorado Springs; speak as a collective voice vs. 20 individual voices.

III. Decisions: Executive Committee Slate and December's Meeting Minutes

a. Approved the Executive Committee Slate: Kristy Milligan (Chair), Alison Gerbig (Past Chair), Anne Beer (Vice Chair), Kayla Rockhold (Secretary). Haley made the motion, motion carried.

b. Approved the December 1 Meeting Minutes. Andy made the motion, motion carried.

IV. Coordinated Entry and the VI-SPDAT (Heather Brinker and Christina Yasav)

Heather Brinker discussed the role of coordinated entry, its purpose, and the benefits it offers to providers and individuals experiencing homelessness. Christina Yasav discussed the VI-SPDAT, which is used to assess clients and match them with appropriate resources. The challenges of aligning organizational views with the new scores

were emphasized, and the importance of matching individuals with appropriate support programs based on their scores was highlighted. The PPT is in Basecamp.

V. CoC Governing Board Committees Discussion (Kristy)

a. The problem:

- i. We aren't all up-to-date on the CoC committees: the purpose, how they are aligned to the CoC strategic plan, who facilitates, and who the liaison is to this board

b. The solution:

- i. Gain more clarity today, support the committees to better align/structure their work, and make sure we have regular updates from them to the CoC Board – either in meetings or written updates in the packet

c. CoC-Related Committees

- i. Kristy led a discussion on the committees and we agreed to continue this discussion at future meetings. Committees we will review:
 - **Ranking & Prioritization:** Creates policies, procedures, forms, and documents for reviewing, ranking, and prioritizing HUD-funded CoC projects. Ranks and prioritizes projects during the CoC Program competition phase and makes recommendations to the Governing Board. This committee meets at least monthly May – September. CHP has historically convened and facilitated this as the collaborative applicant for the NOFO. Interested parties include Jamie, Crystal, Kat, and Haley (after sabbatical)
 - **Monitoring:** Reviews and monitors project performance (APR's, data quality and completeness, capacity utilization, outcomes, and other metrics) for HUD funded CoC and ESG projects. Identifies underperforming CoC projects and recommends action. Action may include the provision of technical assistance, mentoring and/or reallocation, as determined necessary. In addition, committee members will visit project recipient agencies annually. The committee currently does not meet and currently does not exist. In the past this was led by CHP in conjunction with HMIS Leads. There is significant synergy between Ranking and Prioritization and Monitoring, and can be used to identify needs of the community. Interested parties include: Andy, Crystal, Christina.
 - **Governance & Policy:** Responsible for updates to the Governance Charter. The Charter will be updated as needed, but will be reviewed annually. Updates will include the CoC policies and procedures, written process selection of the PPCoC Board, and code of conduct. The Committee will meet annually to review Charter and make appropriate updates/changes to Charter. Final draft of Charter must be approved at the bi-annual membership meeting in April. The committee is comprised of PPCoC Board Members. Interested parties include: Annie Beer, Amber Ptak, Chris Garvin.
 - **Strategic Planning:** Seeks input from service providers and person's experiencing homelessness on needs to prevent and end homelessness; ensures a gap analysis is conducted annually; reviews data from HMIS; develops, plans, amends, and implements a Strategic Plan for the PPCoC's geographic area that ensures that homelessness is rare, brief, and non-recurring. Historically this has happened at the Executive Committee level with the support of CHP. The Board suggests that this should continue as a charge of the Executive Committee and entertain the possibility of creating this committee ad hoc to support the Executive Committee when this is a heavy lift. Potential to develop ongoing communication mechanism on progress against strategic plan includes Kristy, Doug, Amber, Jamie.
 - Others to review: Nominating, Coordinated Entry Advisory, Education and Awareness, Street Outreach, CHAP, Community Advisory Council on Veteran Homelessness, Youth Advisory Board, and HMIS AAA Advisory Committee

VI. Other Updates

- a. Point in Time Count: Scott reported that the numbers are down slightly from last year, but we are still waiting on others to come in.
- b. Basecamp: Scott reported that we are now using Basecamp as a project management tool. Go in and play around. We will continue to add important information to the project.
- c. Library Closure Update: Kayla provided an update on the closure, including adding support at the Knights of Columbus and navigators from Catholic Charities will be available to ensure some continuity of care.
- d. Strategic Plan Review: Executive Committee will assess next steps and keep the group updated.
- e. Governance Charter: The Executive Committee will finalize and bring to the CoC board for approval.
- f. We will shift to in-person meetings when learning/strategy sessions occur.

VII. February CoC Board Meeting

- a. The February meeting will include presentations on Built for Zero and Community Solutions, as well as a deep dive on collaboration. Please send other learning opportunities to Amber.

VIII. Adjourned at 1:02 pm

Next Meeting: February 23, 2024 from 11:30 – 1:00 pm.