SMAC Governing Board Agenda

June 21, 2019

1:00-3:00

Mental Health Resources

762 Transfer Rd., St. Paul

**Conference Call Option: +1 (224) 501-3412** **Access Code: 878-396-765**

**In attendance:** Dana Dumbacher, Kristen Brown, Ann Lindquist, Danielle Fox, Dan Lauer-Schumacher, Jen Romero, Natalie from Anoka, Brad Legrid, Steve, Liz Moen, James Baron, Betty Notto, Heather Duchscherer, Matt Lewis, Abby Guilford, Noelle Metoxen, Courtney Knoll, Jane Lawrenz, Vincenta Valero, Jean Loyd, Roxanne Condon, Michele Reid, Denise Smieja, Doreen Farrell, Missy Xiong

On the phone: Trisha Kaufmann, Michele Reid, Denise Smieja, Jessica Herring, Daryl R

1. Approve April and May Minutes \*Vote Required 5 minutes

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| Discussion | Actions |
| Happy Birthday, Dan. He had to wear a pointed hat.  | Pictures are available. |
| Approval of the April and May Minutes | Motion: Betty2nd: Jim Motion carries |

1. Maintaining Functional Zero for Veterans \*Vote Required 30 minutes

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| Discussion | Actions |
| Workgroup presentation by Steve – with support from Liz and Brad* Goal: to come to a final agreement for policy in place for CE and vets.

15 Vets Left on the Registry – 5 have CE referral, 2 have move in dates, 2 have VASH vouchers* Average 3 people coming in per month
* 56% eligibile for VA
* 40% eligible for SSVF
* Average 85% homeless vets are eligibility for vets specific housing resources

How do we ensure that SMAC has a diligent process to identify and house Veterans SO that we reach and maintain functional zero. * We are close.
* Simply prioritizing via CE doesn’t necessarily address the issue – ie. Single adult in Washington County that doesn’t want GRH – not a lot of other options. Once we house folks that are longer term/chronic – households that arise as vets will have a shorter time and might not be eligible for housing programs that are most commonly available (that require LTH/Chronic status)
* Already have a variance form – so don’t need to implement a separate process for Vets, but can use our current process.
 | Presentation slides are available. |
| 4 Step Process* ID Vet
* Add to Registry
* Registry screens for VASH and SSVF
* If ineligible for either program, added to CE Case Consultation list (essentially prioritized for immediate housing).
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| Prioritization Options Option1 : Vets not eligible for VASH/SSVG – immediately added to case consult list and recommendation is made – *additional language is needed to better clarify – that the goal of going to the consultation is to resolve the vet’s housing crisis AND their specific case will be looked at on an individual basis AND the consultation group has to weigh the current community needs, what’s available and a number of complex variables to make the decision.* * + Top of the list, regardless of assessment outcome
	+ Of the top of the list that they score into
 | Might need to formalize language around how the current consultation  |
| Motion: To approve prioritization option one | Motion: Jen2nd: DanMotion Carries. |
| Everyone thanks Steve for his hard work in navigating data and the Vet process to get us to this point. Steve thanks everyone for helping him and getting back to him quickly.  |  |

1. HMIS Governing Board Update 15 minutes

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| Discussion | Actions |
| Jane Lawrenz came to present on behalf of the HMIS Governing Board* + The HMIS Governing Board is trying to go to all regions once a year and let folks know what’s up with HMIS
	+ Governing Board meets once a month. 2nd Monday of the month 9:30-12 at DHS LaFayette, 5th floor. Chair is Joel Salzer

They have four committees* + Policy & Prioritization – chairs Loni Aadalen & Tom Balsley
		1. 1st Wednesday of the month Sabathani
	+ Finance – Abby is chair
		1. Meets quarterly 4th Wednesday 1-3 DHS
	+ Implementation – chairs Heather Wilmont-Lamay
	+ Communications - chairs Jake Gale
		1. 2nd Wednesday of the month
 | There’s a packet of information that will be distributed via email by Abby. There’s a handout that is useful for explain the WHY of HMIS that could be distributed to clients/funders, etc. |
| Funding Model * + Reliable funding from CoCs
	+ SSVF, RHY, HOPWA (federally funded programs that require HMIS) pay 2%
	+ HMIS users pay a fee $250 annually
	+ State Agencies – currently “pass the hat” every year; are working to try to get a line item allocation for HMIS – almost made it through but didn’t get it. They are going to have to figure it out.
	+ Foundations – have added funds for one time or time limited projects.
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| Accomplishments & Activities* + Annual meeting has a lot of participation
	+ Satisfaction – continues to be positive; survey coming out in July
	+ Continued Improvement – continued progress and maturing of governance, reporting, data quality.

Recent Activities-* + Prioritization – refining project prioritization process to meet community’s needs while stewarding limited resources
	+ Data Quality – New data quality incentive provides small grants to help users strengthen data quality
	+ Outreach – developing new outreach materials to help the community keep abreast of the boards activities
	+ Responsiveness- working hard to respond to the community’s needs, feedback driving action in committee and at the board level.
	+ Advocacy
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| Questions* + Meetings are opens; but let a board member know before you come because you need a name badge. Can attend by phone.
	+ Annual Meeting is mid-October, sometimes on Indigenous People’s Day.
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1. Work Plan Update 10 minutes

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| Discussion | Actions |
| Rather than give an update on all the workplan, only addressed the parts of the plan where there has been movement – for the sake of time.* + FHPAP Alignment – will be happening, but just not yet. Waiting on the other regions to finish first.
	+ Problem Solving/Rapid Resolution/Diversion – Steve did some research on what is happening and CE workgroup created a policy; training exists across the region and we could benefit from aligning the training.
	+ Develop Written Standards for Shelter – bring State folks into the ocnversations; Katelyn from OEO and Kristine Davis from Housing Supports will be consulting/supporting. Had first meeting and will continue to meet.
	+ Developing Homeless preferences and move on strategies with PHAS – Metro HRA will be adding a move on preference in the Fall – we still need to create a prioritization process. The Coordinated Entry advisory group will oversee this process.

Additional stuff – Betty, Denise and Abby are meeting soon to discuss Youth Work. Dan & James will be working on their group… |  |

1. Collaborative Applicant Update 5 minutes

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| Discussion | Actions |
| The COC Collaborative Applicant from the Washington CDA to Hearth Connection – luckily the process was relatively simple, Hearth is registered as the applicant for the upcoming NOFA. The biggest thing that needs to happen is transfer from the funds. * + CDA is waiting on the 2018 Contract; spending down the 2017 grant and then once the 2018 money comes it will transfer
	+ Paul Carlson from Hearth will be the primary Collaborative Applicant contact, since Heather is more immersed in the SMAC planning/individual programming
	+ NE CoC is also using Hearth as collaborative applicant and has a MOU between Collaborative Applicant and the Governing board.
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1. Executive Committee Nominations \*Vote Required 15 minutes

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| Discussion | Actions |
| At our May meeting there was a lot of conversation about changing the executive committee size – this is not what we are voting on currently. There is some concerns about what is the best plan of action – since we are having a retreat next month. Should we do it now or do it later. Consensus was that either way we needed to fill seats, this is an annual requirement – so we will move forward. Three nominations:1. Chair – Matt Lewis, Radias Health
2. Vice Chair – Vincenta Valero – Guild, Inc.
3. Secretary – Denise Smieja, The Link
	* With Hearth taking on the Collaborative Applicant – Heather needs to transition off the executive committee.
	* Courtney has been secretary for 6 years, doesn’t have the time to be as consistent and feels it’s time to transition from secretary, she is declining her nomination.

Motion: Approve nominated people for the positions. Motion: Betty 2nd: Dan motion carries.  |  |

1. Ranking Committee Confirmation \*Vote Required 10 minutes

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| Discussion | Actions |
| We will use the committee that is confirmed today, in the Fall * + Jim
	+ Brad
	+ Jen
	+ Dan
	+ Dana
	+ Trish
	+ Julie
	+ Dana
	+ Courtney
 | Motion to approve: Heather2nd: BettyMotion Carries. |

1. Retreat Planning 10 minutes

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| Discussion | Actions |
| Logistics:* 12-4 location TBD – Next month meeting date, extended time.
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| What would we like to see happen at the meeting?* Who is leadership and what does leadership do?
* Onboarding into CoC/Governing Board
* Communication Plan
* Developing leadership in folks who can move forward
* Governing Board – back/forth between local and governing board when seats change, etc.
* Welcoming Strategies
* Explaining purpose – structure
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