

Eastern PA CoC Board Meeting:

Attendees:

Rob Nicolella
Tiffany Jones
Melissa Magargle
Jeremy Radle
Alisa Baratta
Jeff Rich
Leigh Howard
Leslie Perryman
Randi Bannon

Welcome:

Held introductions to welcome Jeremy R. to the board and introduce him to the other board members.

Governance Committee Updates and Voting

- Board Officers
 - Charter designates that an officer needs to be representative of each of the RHABs
 - Charter does not explain the process to nominate and elect persons which will need review and update for next charter revision. Alisa reached out to a co-chair from each RHAB to requests interest from each RHAB. Need to find someone to represent the CV RHAB.
 - Alisa – President; Randi – 1st VP; Tiffany – 2nd VP; Melissa – Secretary (Jeff will hold on interim since Melissa has left her post); Treasury – TBD
 - Will send out nominations via email.
 - Nominations were sent out via email to be voted on. All positions approved.
- Committee Plans
 - Randi will chair the DV Committee
 - Leslie will chair the CE Committee
 - 5 candidates have expressed interest in the HMIS Governance Committee. Leslie would also like to participate in HMIS.
 - Hayley has reached out to Leslie about supporting their committee membership with SSVF grantees entering notes in HMIS. Not adding folx to the BNL or not reaching out/following up with someone in HMIS. Assign a regional manager to those calls to support the BNL facilitation.
 - Could there be collaboration between the VLEC and CE committee on how to address data collection?
 - Send out Membership application link through the list-serv (Brendan/Leigh)
- New Board Members
 - We have possible candidates to expand board membership. Alisa will be reaching out and interviewing for interest. Conduct interviews and develop a welcome packet. Invite possible candidates to attend board meetings in Sept. with possible seating in January of 2023.
- Governance Committee work

- Reviewing board selection process to satisfy the 5 year requirement
- Update the charter and have for approval next April
- Update HMIS MOU
- Evaluation and review of CA MOU in December

ESG debriefing on applications:

- ESG FY2022 Applications
 - Received 28 applications, most from the East (approx.. 14 totaling \$7.5M)
 - Overall request \$18M with about \$5.5M available for funding.
 - Applications closed for submission on June 10 and will most likely announce awards in early-mid August.
 - Board members asked if it would be possible to have applications results reviewed. Brendan didn't see an issue with this if grantees want to request an individual debriefing.
- ESG-CV
 - Did not meet the 50% expenditure deadline by June 16th. At 49% or about \$250K
 - HUD has since sent DCED a letter to recapture those funds
 - Do not need to pull funds out of existing contracts as money has been returned to DCED
 - Current CV contracts are valid through end of August 2022. Will be able to extend most contracts. Evaluating contracts who did not meet 50%.
 - Looking at how to implement continued evaluation to ensure that grantees are submitting invoices at a minimum of quarterly.

HMIS

- HMIS Governance had 5 applicants, need applicants from the Western CoC, VA, DHS, and persons with lived experience.
- Upgrade to CT20 will be fully implemented in production on August 23-24th. Will upgrade the training environment to CT20 on July 12th so that they can familiarize themselves before implemented into production.
- New HMIS Positions have not been posted yet but approved by DCED's front office. Changing the classification of the positions which will result in a reduction of starting salary. Will ensure that the positions are posted with HMIS in the title.
- DCED was asked about running the positions through contractors.
 - Brendan stated that the positions were not posted this way to ensure permanency in the roles and hopes to get experience in the new hires.

Planning Grants

- Unable to move forward with website upgrades under this grant period. Will look at working with the Message Agency under next contract period to build out the East's website as its own site.
- Will most likely have funds returned this period due to Eastern CoC staff position being open for a short period of time in addition to board line item not being expended.
- Need board members to submit in-kind match commitments and MOUs for FY2021 Grant

- Need for board members committed to in-kind match under FY20 Planning Grant to submit documentation for our records. DCED will be using ESG time as match.

CoC Coordination Position

- Received 100 resumes and reduced the total of possible candidates to approximately 12.
- Going through a blind process (no review of names) to ensure an equitable process. Have about 3-6 possible candidates.
- Interviews will occur the week of July 18th
- Board is invited to participate in the interviews if they wish to
- Alisa requested a range of dates/times to inform board members when they can participate.

CoC's New Strategic Plan

- Leigh presented the strategic plan (see powerpoint).
- Jeff and Alisa stated that there was a bunch of information presented but needed to narrow down the action items for this strategic plan.
- Leigh's recommendation would be for the board to pick the top three items and develop timelines, an agenda of work, and work plan for each.
- Leslie mentioned needing additional staff to support the existing work and the additional committee/work to come.
- Alisa – what does the CoC want to be? How can we support the local efforts?
- Identify top three issues out of the list of items that Leigh presented.
 - o Structure and capacity of the CoC (what resources, who is assigned to what task)
 - o RHAB structure
 - o Building a support system for a learning collaboration of providers
 - o Prevention and Diversion Strategy
 - o Communication Plan to strengthen relationships throughout the Commonwealth

CE Evaluations

- Did not get to this during this meeting so we will look to finalize at the July meeting.

Adjourn – Next meeting July 18, 2022.