



Eastern PA CoC Board Meeting Agenda
 February 26, 2024 - 10:00 a.m. – 12:00 p.m.

Join Zoom Meeting

<https://zoom.us/j/95780178070?pwd=emtjUy9lelByTndUdng3cGVZT29wQT09>
 Meeting ID: 957 8017 8070; Passcode: 020931 Phone +1 309 205 3325 US

TIME	AGENDA ITEM	PURPOSE
10:00 a.m.	Welcome-Alisa Baratta	
10:05 a.m.	Approval of Meeting Minutes-Alisa Baratta	
10:05 a.m.	Review updated funding policies-Jessica Sones	Board Vote Needed
10:20 a.m.	Coordinated Entry Update-Leslie Perryman and Jason Alexandar	Review the new CE Assessment Tool
10:45 a.m.	Discussion of board expectations around funding the work of committees.	<ul style="list-style-type: none"> - Do all committees get a budget? Retreats? - Submit work plan to Board each September – support the development?
11:05 a.m.	Discuss the HAB and YAB budget for the balance of the fiscal year and FY 24-25	
11:15 a.m.	CSH Proposal-Brendan Auman	Following up on the January meeting/ discussion
11:30 a.m.	Requested updates <ul style="list-style-type: none"> • Spring Full CoC membership meeting • Status of Gaps Analysis • YHSI NOFO Update • Pathways training • Next steps to follow up on the NAEH Emergency Shelter training series 	
11:45 p.m.	DCED updates-Brendan Auman <ul style="list-style-type: none"> • LMS System update • Consultant Contracts 	DMA to leave meeting consultant discussion
12:00 p.m.	Meeting adjourned	

Eastern PA CoC Board Meeting Minutes

2/26/24

In Attendance

- Alisa Baratta
- Andrea Herb
- Carol Thorton
- Chris Kapp
- Tiffany Jones
- Jeremy Radle
- Stephanie Myer
- Rebekah Orlando
- Jeff Rich
- Brendan Auman
- Amanda Riehl
- Leigh Howard
- Mary Penny

• Call to order-Alisa Baratta

Alisa called the meeting to order and since we were still waiting for members to join the meeting, they postponed the vote to approve the previous meeting minutes

• Review updated funding policies-Jessica Sones

Jessica provided an overview of the COC funding process and explained it is the first step in the CoC's work to prepare for the annual competition. The funding committee will evaluate renewal grantees, new project selection, ranking, and all of the things we have to do for HUD, to put forward the priority list of projects for the COC NOFO. This year there are not many substantive changes, but updates include

- Funding allocations we changed the language to represent the current process which is to say funding allocations are made across the CoC based on unmet needs. The quantitative data from the gaps analysis and qualitative data will inform funding allocation decisions and the funding committee
- Language was added to note the change made last year where the COC governing board set a funding allocation of 5% of the COC's annual renewal demand for coordinated entry and as the COC's ARD increases over time the coordinated entry committee will provide a recommendation to the board about coordinated entry funding.
- Language was added to clarify that a quorum of 75% was needed for a Funding Committee vote to approve new projects, reallocations, or ranking.

Further discussion was held about the transfer policy for when the CoC needs to transfer funding from one grantee to another. It was noted that this process requires communication between the CoC and HUD and letters from the grantee transferring the funds, the CoC, and the new grantee accepting the funding. Jessica suggested that we could add additional language to the Funding Policy to include this information. Jessica will add the changes and circulate them to the board.

• Board Vote

The Funding Committee recommends the board vote on the updated funding policies. Alisa asked if there were further questions or discussion. The board then voted all were in favor and no abstentions.

Alisa suggested a membership-focused approach to the funding process allowing the opportunity for increased membership input. The CoC will now solicit membership feedback in October at the Fall membership meeting

- **Action Items**

- Jessica will make updates to the funding policies and distribute them for board review
- Jessica will set a reminder to ask for feedback on the policies in October.
- The COC will discuss the funding policies as a standing item in the October meeting.

- **Coordinated Entry Update-Leslie Perryman and Jason Alexandar**

Leslie and Jason provided an overview of the process used to develop the new Coordinated Entry Assessment Tool. This included detailed work by the Coordinated Entry Work Group. Feedback was provided by various committees including the Domestic Violence, DEI Committee, and the Homeless Action Board, informing subsequent drafts. Jason noted their insights were invaluable in refining the assessment tool to ensure inclusivity.

The discussion emphasized the importance of ongoing evaluation post-implementation to monitor effectiveness and address any disparities. Consideration was given to potential impacts on staffing and the need for referral partnerships with legal organizations to support individuals experiencing discrimination. relevance to diverse populations. Additional prioritization points were proposed for certain household characteristics, such as chronic homelessness, disability status, veteran status, and age. Consideration for Household Size: Concerns were raised about the impact of household size on housing opportunities, prompting consideration for including a question about household size in the assessment tool. Feedback on Discrimination Questions: Suggestions were made to clarify the discrimination questions and consider asking about discrimination experienced by any member of the household, not just the head of the household.

The discussion concluded with an agreement to distribute the draft for further feedback.

- **Action Items:**

- Finalization: Coordinated Entry Committee to review feedback and finalize the draft for approval at the May Board Meeting.

- **Discussion of board expectations around funding the work of committees.**

Alisa asked who was leading this discussion and Mary noted that this is something that the board asked to be added to the agenda at the previous meeting. The discussion's purpose was to look at the needs of the CoC and how best to plan for funding future committee work. Leigh suggested that it might be best to review the next agenda item first to provide additional context for this discussion.

- **Discuss the HAB and YAB budget for the balance of the fiscal year and FY 24-25**

Leigh began by presenting the proposed budgets for the committees, outlining allocations for stipends, retreats, transportation, and technology needs. The budgets covered the period from February to June of the current fiscal year, with an additional budget for the upcoming full fiscal year. During the discussion, concerns were raised regarding stipend coverage and technology expenses for committee members. Alisa Baratta inquired about liability issues associated with using grant funding to purchase computers. The conversation shifted to liability considerations, with participants expressing concerns about insurance coverage for committee members in various scenarios. Leigh discussed existing insurance coverage. After some discussion, it was decided to await further clarification on funding sources before finalizing the approval. Leigh Howard noted that the current stipend budget was running low, prompting the need for a decision on funding sources.

- **CSH Proposal-Brendan Auman**

Alisa B. initiated the discussion on the CHS proposal, seeking an update from Brendan. Brendan expressed the need for clarification on the board's expectations regarding the proposal, citing uncertainty in previous conversations. He outlined potential directions, including a landscape assessment of providers and training sessions on partnership formation. Stephanie emphasized the importance of understanding the desired outcomes of the COC engagement, citing CSH's focus on driving healthcare capital investment into affordable housing. She highlighted the complexity of building partnerships and suggested a focus on service partnerships initially. Brendan confirmed that the primary goal is establishing service partnerships, with the potential for future capital investment. Carol emphasized the need for local engagement and relationship-building to facilitate larger partnerships.

- **Requested updates**

- **Spring Full CoC membership meeting**

Mary provided an overview of the plans for the Spring CoC Membership meeting. This included adding a panel discussion or keynote speaker during lunch/ Possibly discussing the Johnson v Grants Pass Supreme Court Case. The CSH agenda item was discussed and removed from the agenda due to the information not being available at the time of the meeting. There will be additional presentations from CoC committees.

- **Action Item**

Due to the meeting running long additional CoC updates will be emailed after the board meeting by Leigh Howard.

- **DCED updates-Brendan Auman**

Votes on consultant contracts and the Learning Management System (LMS) were deferred, with the possibility of email voting or tabling until the next meeting.

Meeting adjourned