

## NOFA Committee Meeting Minutes

### May 26, 2011

**Present in Person:**

Becky Gray, Emily Wagner, Donna Dedonder, Margene Swarts, LaTonia Wright

**On Conference Call:**

Peg McFadden, John Eberly, Kristy Morey, Randy Crandall, Cynthia Saddler, Donnie Grose, Beth Waddle

Agenda Item	Discussion / Action	Follow-Up Actions
Introductions & Welcome	All individuals present and on the conference phone introduced themselves.	None.
Approval of Minutes	John motioned to approve. Margene seconded. Approved with no corrections.	None.
Balance of State Updated	<p>LaTonia updated group on status of Leavenworth and Marshall County projects. Both grantees have informed her that they will not be applying for renewal during the 2011 CoC competition. She has been working to obtain new project grantees. Lawrence Douglas County Housing Authority has shown interest in the Leavenworth project. This is a shelter plus care project with 20 leasing vouchers. There are plans to have a conference call with HUD to discuss the possibility of serving individuals outside of Douglas County in order to serve at least 10 veterans out of the 20 available vouchers.</p> <p>Several agencies in the Northeast region have shown interest in the Marshall County project like Manhattan Emergency Shelter and Care Center of the Good Shepherd. This is an 8 bed transitional housing project. The issue is that the operating budget is very limited to sustain 8 transitional beds. The majority of the funds went up front for acquisition of the house for the program.</p> <p>If an organization is unable to be found to take on the projects with HUD's approval before the</p>	

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BHOCA Update	<p>2011 CoC competition than both projects will be lost to the BoS.</p> <p>BoS Oversight visits have been scheduled for June. LaTonia will be visiting Manhattan Emergency Shelter, Mid Cap and possibly Safehomes. She will be providing technical assistance if needed and checking on BoS projects during up coming months in order to determine if projects are operating as intended so that they may receive a stamp of approval for continued funding.</p> <p>LaTonia gave an update for BHOCA. The committee has been working to revisit the data quality plans that were introduced last year. They have been stagnant due to continued MAACLink software complications. The committee developed a template to develop plans while completing oversight/monitoring visits or when a specific HMIS visit has been planned. Plans have been completed with Stepping Stone and Emmaus House.</p> <p>Emily asked what an agency should do if they have an APR due since MAACLink is not working properly. LaTonia responded for them to contact Joe Coburn to pull the APR. Beth stated that MAAC is unable to pull APRs for organizations.</p>	
NOFA Update	<p>Emily gave a summary of the May 18<sup>th</sup> KSHC BOD meeting. During the meeting it became apparent that there was disagreement amongst the KSHC BOD about the purpose of KSHC. Some think it is statewide while some think it is only for the BoS. There are concerns about the solvency of the organization due to possible loss of funding. SRS contracts with KSHC to fund several activities like the BoS and annual</p>	<p>LaTonia requested for comments and concerns about MAACLink to be submitted to her. She will take them to James Chisolom so that they may notify MAAC to work on corrections.</p>

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	<p>Summit. Christy McMurphy has shared at past meetings that several activities of the contract must be put out for bid as directed by the new SRS administration. It is hoped that SRS will continue another year of funding for BoS activities or at least until HEARTH is fully funded. If not - other means of income will need to be found. Donna shared that there was discussion at the May 18<sup>th</sup> KSHC BOD meeting about membership dues to help with operating costs as things are balanced right now but will not be for much longer.</p> <p>The KSHC BOD has scheduled a retreat and meeting for July to answer questions put forth at the May 18<sup>th</sup> meeting about solvency and to clarify the purpose of the coalition. As a result, Emily proposed that 5b on the agenda be put on hold until the August meeting. Margene motioned for approval and Donna seconded. All present in person and on phone were in favor. Becky and LaTonia abstained from vote.</p> <p>In moving toward efforts to become more organized with a main committee and needed subcommittees Emily put forth the suggestion to change the monthly meeting name from the NOFA Committee to the Balance of State Continuum of Care Committee. The committee will continue to meet on the fourth Thursday of the month from 1pm-3pm. Margene made motion for name change. Donna seconded. All present in person and on phone in favor. Becky and LaTonia abstained from vote.</p> <p>Discussion amongst the group about getting others more involved with the BoS. Margene proposed having or attending regional meetings to provide presentations on the BoS to help</p>	

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BoS Policy, Guidance and Procedure Manual	<p>educate and make others aware. Maybe she and Emily can travel with LaTonia to assist spread the word.</p> <p>Margene brought up a question from the May 18<sup>th</sup> BOD meeting about if a Regional Coordinator became a KSHC BOD member did they have to step down from the Coordinator position. It is understood that this is one of the questions that will be answered in July by the KSHC BOD. She will make sure that there is someone to help with efforts from Douglas County no matter the outcome.</p> <p>Emily proposed canceling June meeting as there would be nothing to report or make decisions on since the KSHC BOD did not meet until July. The group will meet again in August to revisit 5b on the agenda to make a final decision on the governing structure for the BoS.</p> <p>The group went over the document and gave input on revisions to make it flow better and easier to comprehend for the general reader. Several areas cannot be completed at this time due to waiting on results from the July KSHC BOD meeting. The group will revisit and update these sections after the July meeting in regards to primary decision making and planning bodies. It was agreed that a subcommittee will work on the document and bring back to the group in August. Becky, Peg and LaTonia will make up the committee.</p>	<p>LaTonia, Beck and Peg will work on document to include suggestions by group and bring back to the August meeting for continued input.</p>
Next meeting	August 25,2011	Hope to see or hear you there.