



**MEETING AGENDA**

**Date: 1-11-12**

**Location: Lawrence**

**10 am to noon**

**I. Welcome & Introductions**

- Attendance attached, including those present and those connected via phone.

**II. Coalition Updates**

- Angie indicated no specific updates this month in this area. Most of our focus today will be on the PIT and HIC count.

**III. HUD Updates**

- Check Up Self Assessment reminder. It is going well. Extended to 20<sup>th</sup> however most respondents are trying to get done by 13<sup>th</sup>. Joyce will send Angie confirmation on who has completed. Angie will then follow up with those who have not and encourage completion.
- Joyce asked for input on doing lead survey at next board meeting that is prior to 20<sup>th</sup>. Agreement for this was met.

**IV. Current BoS CoC Business**

- Annual HIC & PIT Shelter Count
  - Date confirmed for census - night 24<sup>th</sup> and day of 25<sup>th</sup> to complete census and interviews. Donna shared Shawnee doing the 25<sup>th</sup> as a full sheltered and unsheltered. Angie also shared that Sedgwick is also conducting theirs. With similar date the less risk of duplication across continuums.
  - Dani request of Regional Coordinators. Please verify contact information and service providers in your Region. Spreadsheet was sent out. Regional coordinators then send Dani contact information

they've updated back. Please complete your contact with providers in your area by Jan. 18<sup>th</sup>.

1. Notify them of the PIT and HIC
2. Confirm their contact information is correct, specifically their email as survey will come out by Survey Monkey.
3. BoS CoC survey's will be for occupancy January 24, 2012. With ability to finalize survey's and census on 25<sup>th</sup>.
4. Remind them this is two survey's – one version for the occupants to complete and the second for provider to complete on census capacity.
5. Let them know the survey's and the HUD PIT and HIC guideline document will be sent to them prior to the 24<sup>th</sup> for preparation.
6. If larger shelter encourage them to determine if they will need volunteer support to conduct interviews/survey of occupants.
7.
  - Survey will come from Coalition to the providers directly. Using Survey Monkey.
  - Paper survey's can be used but we encourage on line use.
- Housing inventories – any type of sheltered housing that is designed for homeless. Voucher or bed should be surveyed if it is specific to homeless.
- Suggestion to enable further agency and regional level data collection. Add a regional/agency code to survey to be able to drill down to an agency level for results.
- This is same survey process but revised details as relate to updates from HUD – family demographics. Shelter only count this year. 2013 will be sheltered and unsheltered.

## V. HMIS Updates and Reports

**Balance of State Continuum of Care Meeting**

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- **Provide reports to demonstrate usefulness and value of HMIS. James agreeable to providing monthly reports.**
- **Use of data – why to get involved even if not HUD grantee; evaluate data and look at effectiveness of data for program creation; James work on aggregate data on projects and then project reports and outlines, demographic and HPRP and financial.**
- **ESG is going toward HMIS data – webinar recently on-line that several attended - it is on hre site to view if you missed it.**
- **Data Quality Assurance Plan presented over year ago but pushed back due to staff turn-over and other demands. Need revisited and presented.**
- **Suggestion to conduct trainings in coordination with RC meetings. Need schedule of 2012 RC meetings so James and others can plan ahead.**

**VI. Planning Business BoS CoC**

- **2013 PIT – committee is assigned. Dani will be getting out PIT committee as well as other committee commitments so a lead contact can be appointed and work can begin.**
- **2012 HUD Application (timeline)**
  - **This section of agenda led to discussion on this new format of agenda. We want to have key headings for new year and pull agenda within them each month. Attempt to be more clear and concise with agenda.**
  - **P&P changes is also something we need to work on. Other items for further agendas were suggested - Homeless definition and other ways of getting involved.**
- **Dates and location for Future Bos CoC meetings. Rotation schedule is desire. Below are a few initial dates. Dani will send out a schedule and we are seeking other commitments from providers across BoS to provide rotation and connectivity throughout our region.**
  - **February 1<sup>st</sup> Augusta**
  - **March 7<sup>th</sup> in Girard**

- **April 4<sup>th</sup> Lawrence**

- **It was suggested that when visit new locations the media be notify of BoS CoC in area. Caravan arrangements welcomed.**
- **Comment raised - Planning for meetings in Western Kansas has been neglected in past. Pattie in Great Bend needs to explore facility options. We want to have some time when we are there to get to know that community and resources. James will get with contacts in Garden City. Community College in Great Bend might be resource also.**

**VII. Regional Coordinator Updates**

- **Section suggested as new heading of its own for future meetings.**
- **Use to get updates from around the BoS.**
- **Have a delegate from your community each meeting if RC is unable to attend meeting in person or by phone. Need to carry knowledge forward.**
- **Schedule for Regional Coordinators – Get to Angie for 2012 - calendar if not done already**

**VIII. Grantee Updates (funding and notification of awards)**

- **Lawrence project. Update by Joyce and Wes in attendance in Lawrence. 2010 award contract finalized - new 10 beds.**

**IX. Funding Updates**

- **This is place to update or report on grant and other funding streams.**
- **Angie presenting some diversity of funding ideas at board meeting future meetings will provide updates.**

**X. Misc.**

- **Summit – Marion gave report. Has committee together. Looking at more details, will present BoD next week and will have more information next meeting. Specific item will be on February Agenda.**
- **Reporter – Contact Angie if are willing to have Mr. Hittle contact and even visit your community during the PIT HIC on the 24<sup>th</sup>. He wants to represented the BoS with interview and possible site visits.**

Kansas



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- **ESG application round this year. The changes proposed – will they impact this year or will it be next year (spring). James indicates what they are proposing is for 2011 ESG. 2011 appropriated \$, so ESG got more \$. Two rounds. First round in 2011 has been allocated. Second round - \$507,000 under “interim rule.” No details yet. As of right now 2012 application isn’t clear on what rules will be.**

XI. **Adjourned 11:25 am.**

Next Meeting February 1, 2012 in Augusta.

Attendance:

In person: Margene Swarts, Danelle Dresslar, Wes Dalberg, Christy McMurphy, Alana Winner, Michelle Blaine, James Chisolom, Angie Baur

On phone: Beth Waddle, Melena Levi-Kauffman, Jami Crowder, Debbie Jones, Kristy Morey, Randy Crandall, John Eberly, Sarah Twist, Rebecca Scott, Emily Wagner, Donna Dedoner, Eric Malone, Marian Nichols, Marty Rombold, Joyce Schau, Patti McGurk, Becky Grey, Peg McFadden.