

ADVISORY BOARD MEETING MINUTES

Meeting Date: October 17, 2014

Time: 3 PM – 4 PM

Location: 30 Muir Road, ZA Room, Martinez

Attendance (Board Members): Doug Stewart, Sean Connors, Valerie Sloven, Megan Monahan, Joseph Villarreal, Teri House, Stephan Peers, Kevin Corrigan, Janet Kennedy, Brenda Kain

Absent: John Garth, Michael Pollard, Nishant Shah, Robin Heinemann

Public Attendance: Lavonna Martin, Amanda Stempson, Jeff Crandall, Tim O’Keefe, Josh Jacobs

I. Introduction

- a. Call to order by Teri House

II. Annual Report

- a. Lavonna Martin presented the CoC Annual Report. There were a few questions the board wanted to have addressed before moving forward:
 - i. Distribution/Audience:
 1. Currently goes to the list serve and the website and then providers may print and distribute as they wish
 - a. Can be distributed to anyone in the community that wants to know the CoC’s role and learn about provider activities
 2. The report is for the general public, and is therefore less research and data orientated
 - a. Shows outcomes as opposed to demographics
 - ii. Ease of Reading:
 1. Currently has a lot of acronyms
 - a. TAY specifically could just list the ages 18-25 to be more clear
 - iii. List of Partners:
 1. The current “List of Partners” presented some issues that need to be addressed:
 - a. Want to ensure that everyone is represented
 - b. Differentiates between providers that utilize HMIS and contribute data
 - c. Stylistic choices related to placement

- b. Motion

- i. Statement of Motion:
 - 1. We move now to have the Annual Report go out in the same format as the Strategic Report.
- ii. Procedural Record
 - 1. Motion Made by: Stephan Peers
 - 2. Seconded by: Sean Connors
 - 3. AYES: Doug Stewart, Teri House, Valerie Sloven, Megan Monahan, Kevin Corrigan, Janet Kennedy, Brenda Kain
 - 4. NOES: zero
 - 5. ABSTAINS: Joseph Villarreal
 - 6. ABSENTS: John Garth, Michael Pollard, Nishant Shah, Robin Heinemann

III. CoC Program Competition FY2014 Priority Listing

- a. Board approval is required for the Review & Rank Panel's Priority Listing of CoC Program Competition FY2014 projects
- b. The projects that had not yet started scored lower based on the CoC's scoring tool
- c. Motion
 - i. Statement of Motion:
 - 1. We move to approve the FY2014 Priority Listing
 - ii. Procedural Record
 - 1. Motion Made by: Joseph Villarreal
 - 2. Seconded by: Kevin Corrigan
 - 3. AYES: Doug Stewart, Sean Connors, Valerie Sloven, Megan Monahan, Teri House, Stephan Peers, Brenda Kain, Janet Kennedy
 - 4. NOES: zero
 - 5. ABSTAINS: zero
 - 6. ABSENTS: John Garth, Michael Pollard, Nishant Shah, Robin Heinemann

IV. Strategic Plan Update

- a. Lavonna Martin presented the Strategic Plan, 12th edition, giving a more robust picture of the CoC.
 - 1. Public Comments Received
 - a. Currently, the report is open for comments but there has not been much response
 - b. Should the period for public comment be extended from 10/21 to 10/31?
- b. Motion
 - i. Statement of Motion:
 - 1. We move to extend the date for public comment from 10/21 to 10/31
 - ii. Procedural Record

1. Motion Made by: Joseph Villarreal
2. Seconded by: Kevin Corrigan
3. AYES: Doug Stewart, Sean Connors, Valerie Sloven, Megan Monahan, Teri House, Stephan Peers, Brenda Kain, Janet Kennedy
4. NOES: zero
5. ABSTAINS: zero
6. ABSENTS: John Garth, Michael Pollard, Nishant Shah, Robin Heinemann

V. CCICH Branding

- a. Lavonna Martin presented four images for approval to become CCICH's new brand logo.
- b. Motion
 - i. Statement of Motion:
 1. Declined to vote
 - a. Lavonna Martin will have the images redone focusing on four versions of the image the board liked best for approval at the next executive meeting

VI. Scheduling

- a. The board expressed an interest in changing the meeting time to 8:00 AM to ensure consumer members did not have to miss work
- b. A survey will be sent out deciding which Thursday would be best to accommodate everyone's schedules.
- c. Motion
 - i. Statement of Motion:
 1. Declined to vote
 - a. Awaiting poll results

VII. Governance Charter and CCICH Board Membership

- a. The board is revisiting the Governance Charter, Bylaws, and HMIS Governance Charter. As part of this process they will examine CCICH Board Membership procedures.
- b. Motion
 - i. Statement of Motion:
 1. Declined to vote
 - a. The board was not able to come to a consensus regarding the requisite changes

VIII. Public Comment

- a. Tim O'Keefe, Executive Director of SHELTER, Inc., presented a report his organization compiled requesting CCICH support in the following areas:
 - i. Advocate for a more up-to-date formula for calculating Fair Market Rents which does not penalize communities with rapidly increasing rental costs

- ii. Advocate for the re-allowance of rent revenue as program income
- iii. Advocate for annual cost of living adjustments on HUD grants
- iv. Advocate for a significant expansion of the cap on housing repairs/damages (higher dollar amount and permission to aggregate damage cost allowance across all units in a permanent housing program)
- v. Advocate for staff training costs as an allowable expense
- vi. Advocate for rescission of 25% match requirement on rapid rehousing rental assistance funding
- vii. Advocate to allow nonprofit organizations to administer rental assistance