WHC Board Meeting Agenda

November 16, 2021

9:00 am

Join Zoom Meeting

1. Call to Order – Tracy called the meeting to order at 9:03 a.m.
2. **Roll Call –**
	1. Tracy Obert, Bobbie Nielsen-Rogers, Casey Starr, Karla McClaren, Debby Rieff, Shari West, Sabrina Lane, Dawn Dillinger, Kimberly May
3. **Approval of October Minutes –**
	1. Shari moves to accept October Minutes, seconded by Sabrina, motion carries.
4. **Committee Reports**
5. **Data Committee** – (Bobbie) met a couple of weeks ago, revamping the structure of the committee, recruiting additional members – currently have representation from 9 agencies in addition to ICA; a document has been crafted to outline the timelines for the data sets needed. The calendar and minutes from each data committee meeting will be posted on website.
6. **Finance Committee** – (Bobbie) Bobbie and Karla have been working with the bank to get access for Bobbie. They are still experiencing issues with the multi authentication process and Bobbie still does not have access
7. **Monitoring and Evaluation Committee** – (Debby) received the monitoring tools from Trelus Consulting and we are monitoring Sweetwater over the next two weeks. In about 3 weeks a letter will be sent to CCS to inform them that they will be monitored in December.
8. **Point in Time Committee** – (Bobbie) They can use the same portal for the sheltered and unsheltered counts. Portal is still being developed. Meetings will start in January. We need to set a date for the PIT counts – must be in last 10 days of January (22nd-31st). Casey moves to have the PIT on January 26th starting at sundown through sunrise of the 27th, Kimberly seconded the motion. Motion carries. Chandra agreed to lead the unsheltered count. Karla will reach out to Chandra to get more information on her plans.
9. **Special Committee Reports** –
	1. **Membership:** Susan Carr is interested in applying for the board and learning more about the COC.
10. **Old Business**
11. **NOFA** – (Karla) Have all information. Due today. This has been the best NOFO process ever – having the committee in place made it really work well.
12. **Planning grant** – (Karla) ICA has been voted as the organization to manage the planning grant. We will need to engage in a contractual relationship. Karla asked Bobbie and Dawn if they have a sample contract that they have used for other states. We paid $17,000 for the NOFO, Disparity and Gaps Analysis were $29,000 for both to Thurmin.
	1. Karla needs input/feedback by end of today (11/16/21) to submit.
13. **Coordinated Entry Policy Approval – (Bobbie)** The policy was sent out before the Lander meeting; we need to get this approved. Will bring it forward for the December meeting.
14. **New Board Members, Officers, and Duties** – this is normally done in June. Karla recommended that we hold a special meeting. We don’t have a vice president or a secretary. Tracy suggested that we schedule a meeting after Thanksgiving. Reach out to Josh and Susan to see if they would like to join the board. Casey requested a call to action for new board members. We could put it on the website and send through email. We will be requesting a resume and an application. Karla will send out the call to action to the mailing list.
	1. Hold special session to fill vacant officer positions (Secretary and Vice President) on an interim basis until June and fill additional board positions. Sheri seconded. Motion carried. The meeting was scheduled for December 7 at 10 a.m.
15. **New Business –**
	1. Karla and Casey spoke to the Unaccompanied Students Initiative regarding grant funding. They were not prepared – Casey sent them some documentation.
	2. There are two upcoming National Homeless conferences coming up. Bobbie would love to see some board members attend they are amazing. There is one in D.C. and California. Tracy asked if we could use the planning grant to pay for the conference fees for a board member. Casey shared her experience at the California conference. She got a scholarship to go to the conference. Bobbie shared that we would have the opportunity to meet with our senators if we went to the D.C. conference.
16. **Adjourn –**
	1. Tracy adjourned the meeting at 9:53.