

Executive Committee of the CoC Homelessness Planning Council
May 3, 2021: 8:30a – 10:00a
701 South 6th Street 37206
MDHA Board Room

Committee Present: Laura Bermudez, Alaina Boyer, Paula Foster, Alex Smith

Staff: Suzie Tolmie, Judith Tackett, Abigail Dowell

Review Minutes

- Question: with in-person meetings taking place, all minutes and votes need to be ratified. Will the votes be ratified if the minutes are ratified? Abigail Dowell will follow up with Metro Legal
- Motion for approval by Laura Bermudez, Alaina Boyer seconded. Passed by all in attendance: Laura Bermudez, Paula Foster, Alaina Boyer

Homelessness Planning Council Agenda

- An action item added for an HMIS RFP Release

Strategic Plan – Laura Bermudez

- Target Items Discussed with Committee Chairs
 - o Having at least one Homelessness Planning Council member on each committee to act as a liaison in the event the Chair of the Committee could not attend the Homelessness Planning Council meeting. Executive Committee to review committee assignments to determine which committees need an appointed HPC member. Work with HPC members regarding expectations of being on a committee.
 - o Additions to committee agendas: reminders of main goals and objectives for the committee; What information needs to be added to the monthly report and shared with other committees.
 - o Creation of a communication option for committee chairs to communicate with each other outside of monthly report. Judith Tackett is seeking input from metro legal regarding what is allowable.
- Strategic Plan Review Process
 - o Monthly Committee Report was streamlined
 - o Provide the reports to the Homelessness Planning Council each month
 - o The Executive Committee will determine what items from the report need to be on the agenda for the Homelessness Planning Council
 - o Bi-annual strategic plan review at the Homelessness Planning Council meeting
- Executive Committee Next Steps
 - o Utilizing monthly reports to drive elements of the agenda
 - o Modeling the use of the monthly reports with the Homelessness Planning Council
 - o Consider when the bi-annual reviews should occur

Report from Heather Dillashaw

- HMIS Vendor best practice every few years to conduct an RFP to ensure best practices are being used for the HMIS
- It is the CoC's responsibility to designate the software, so the Homelessness Planning Council will need to approve the RFP.

- There will be opportunities for the CoC and HMIS users to provide feedback
- After several recent incidences of deaths due to overdose, HUD technical assistance in coordination with local services is working with the Rapid Rehousing providers and Outreach service providers with information about services, harm reduction and what harm reduction looks like.
 - o Alex Smith provided input regarding different approaches that may be more helpful for individuals experiencing homelessness, as opposed to individuals who are housed
- Heather Dillashaw will be in town next week for in-person assistance and to attend the Homelessness Planning Council meeting in person.
 - o Focused on outreach coordination
 - o Housing and service opportunities

Data Committee Follow Up

- An incident in the Data Committee in the prior month and a request was made to remove someone from the committee.
- Roberts Rules allows the chair of the Homelessness Planning Council to remove a committee member if needed. Assistance from the Executive committee is requested to consider length of time of suspension from committees.
- Paula Foster also requested the Charter Committee add language to the charter that provides stronger guidance.

Other Business

- No other business

Adjourn

Alaina Boyer motioned for adjournment at 9:43a, seconded by Laura Bermudez.