GLHRN Finance Committee

Minutes of Meeting August 9, 2018

Loaves and Fishes

Present: Julie Shaltry, Maureen Nagy, Sharon Dade, Katrina Urista, Jenny Leaf, Toni Young, Gabriel Biber, Doris Witherspoon

Start time: 9:15 am

**Introductions**

Julie Shaltry (VOA), Maureen Nagy (Advent House), Sharon Dade (VOA), Katrina Urista (City Of Lansing), Jenny Leaf (Loaves & Fishes), Toni Young (City of Lansing), Gabriel Biber (Haven House), Doris Witherspoon (City of Lansing)

**Approval of the minutes**

No action

**Additions to the Agenda**

None

**MSHDA Exhibit One Application Status, Agency Documents and MSHDA agency forms**  
Katrina is working on this. City Profile has been completed and approved. Reminder about specific expense categories (i.e., “Repairs” separate from “Maintenance). All final award numbers have been announced/shared with CoC.

**CoC application for HUD CoC grants NOFA 2018**  
Tight timeline for moving forward, and this application cycle is concurrent with other applications and contract finalization, which results in heavy workload for COL.   
  
*Documents Distributed:*  *a) HUD Renewal/Expansion Threshold Requirements* b)GLHRN Grant Application (2018 HUD NOFA Grant Period 19-20)-draft  
 c)GLHRN COC Ranking Score Sheet Instructions/Selection Criteria-draft  
 d)Currently funded PH/TH programs  
  
Discussion of HUD suggested COC Thresholds and Performance measures. COL has adjusted some of HUDs suggested items to better suit the CoC. Important to note that measures relate to clients (permanently) housed rather than sheltered/served. The application is due Friday, Aug. 17 and will be distributed Friday Aug. 10, 2018.   
  
On the scoring sheet, shaded cells indicate data items which will be scored using HMIS data.  
  
Question raised by VOA re: consolidation of grants. Chair responds that CoC will make determination on whether proposed consolidation(s) are appropriate/acceptable.  
  
HUD field staff are available as a resource to the CoC. Our assigned staff person is Kathleen Hines, reports to Ellen Chung.  
  
Specific Selection Criteria discussion (numbers correspond to document *(c),*)  
 1. Will be changed.

2. Priorities are listed on third page of application (document *[b]*)  
 VOA suggests that language “most vulnerable” be used in place of chronically homeless. COL supports adding that language to existing language, rather than changing.  
 3. Note page numbers on document (c) in last column (Notes for Ranking) which refer to document (b) are incorrect, will be fixed by COL for final draft.  
 5. VOA suggests and COL supports swapping the two parts of this question to emphasize income as sub-part of independent living. COL mentions word count limits will be added to some items and that bullet point format is preferred. VOA requests that this preference be made explicit on application.

6. Sober Center data missing from handout should be ten (10) beds  
 7. To be updated re: DV bonus  
 13. Previously reported to GLHRN Board  
 14. AFFH training would be valuable yearly to all CoC members. HUD is now requiring a plan in line with five year consolidated plan.   
 Part III. (Budget) VOA wants to clarify if “Program Income” is referring to agency income or just program income. It is unclear how to account for non-HUD program info and/or client contributions. COL will clarify in final draft for distribution to CoC.

**Old Business**

Action Plan has not yet been approved by HUD, Doris will provide updates as available.

**New Business**

Kids Connect coming up, VOA has four practicum-level Masters students in counselling offering free services. Contact Julie S. to complete referral.  
  
  
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