

**GEORGIA BALANCE OF STATE CONTINUUM OF CARE BOARD  
MEETING MINUTES  
Atlanta, Georgia  
July 13, 2016  
Conference Call – (866) 754-5292**

**Present**

Shannon Candler (Teleconference)  
Sule Carpenter (Teleconference)  
Kristy Carter  
Carmen Chubb  
Teresa Concannon (Teleconference)  
John Ellis  
Mike Kraft  
Bill McGahan (by proxy)  
John R. Moeller  
Jennifer Shearin (Teleconference)  
Ann Shirra (Teleconference)  
Lejla Slowinski (by proxy)  
Randy Welty (Teleconference)

**Collaborative Applicant Staff**

Katie Arce  
Rick Heermans  
Tina Moore  
Jeanette Pollock

**Guests**

Rachel Castillo, MUST Ministries  
Scott Walker, Caring Works  
Natalie Williams, GA Criminal Justice Coordinating Council  
Mayda Allen, Salvation Army (Teleconference)  
Mary Davis, Salvation Army (Teleconference)  
Yvonne Depina, Douglas County CSB (Teleconference)  
Latrece Rowell (Teleconference)

**Absent**

David E. Blackwell  
Eric McGhee  
Monica Johnson  
Antoinette Thornton

The special meeting of the Georgia Balance of State Continuum of Care Board (the “Board”) meeting was called to order by Chairman Carmen Chubb at 10:02 a.m.

Carmen Chubb welcomed board members, thanked everyone for participating in this Special Meeting on short notice, and conducted a roll call of the board members present, either in person or on the call. Chairman Chubb then requested members on the call to introduce themselves. Prior to the meeting, Bill McGahan assigned proxy vote to Carmen Chubb, and Lejla Slowinski assigned proxy vote to Shannon Candler.

Chairman Chubb called on Tina Moore to review the 2016 Balance of State Continuum of Care (CoC) Competition. Ms. Moore first provided an overview of the U.S. Department of Housing and Urban Development’s (HUD) seven policy priorities highlighted in the Notice of Funding Availability (NOFA) regarding a systematic response to ending homelessness, strategic resource allocation, ending chronic, family, youth, and Veteran homelessness, and using a Housing First approach. Ms. Moore discussed meeting with the Standards, Rating, and Project Selection Committee to update and finalize the proposed competition policy and process, application documents and scoring criteria, the Addendum document, and other materials. Referring to materials emailed to the Board, Ms. Moore discussed the overall competition and then provided an overview of the proposed Balance of State CoC Competition policy and process as they relate to HUD’s NOFA and federal priorities. Ms. Moore discussed the federal permanent

housing priority, HUD's two Tier System for project ranking (7% for Tier 2), federal priorities as it relates to Tier 1 and Tier 2 funding, the bonus project opportunity, threshold criteria, and scoring for agency capacity. Ms. Moore discussed the scoring criteria around using project performance to score and rank projects, the proposed policy to reduce or reallocate projects for underutilization or low performance, consideration of returns to homelessness, and consideration of maintaining or increasing units for people who are chronically homeless. Ms. Moore discussed proposed competition policy around the prioritization of projects in groupings, incentives for agencies to partner with the CoC in a housing blitz for Veterans identified on the by-name list, and other bonus points available. Ms. Moore reviewed the proposed scoring criteria and proposed review application forms for new and renewal projects. There was some discussion on the need identified during the previous competition for technical assistance for applicants, and there was discussion on the technical assistance provided during the year. Ms. Moore requested the Board's approval of the competition policy and process, Addendum, scoring criteria, review application forms, and other related materials for new and renewal projects as recommended by the Standards, Rating, and Project Selection Committee on July 11, 2016.

A motion to approve the proposed competition policy and process, Addendum, scoring criteria, competition documents, and other related materials as recommended by the Standards Rating and Project Selection Committee, and to open the Balance of State CoC Competition was made by Mike Kraft and seconded by John Moeller. The Chair conducted a roll call for votes, and the motion passed unanimously.

Chairman Chubb called on Katie Arce to review the next agenda item, Georgia HMIS Steering Committee Report. Ms. Arce provided an update on work with the Balance of State CoC HMIS Committee referencing the notice sent on July 7, 2016 (*Letter to Stakeholders re GA HMIS*), to Board Members, membership, and interested parties in the Balance of State CoC. Ms. Arce reported that following discussion and a vote from the Balance of State HMIS Committee and a meeting of the GA HMIS Steering Committee, the HMIS Committee and the Collaborative Applicant Balance of State CoC Representatives on the GA HMIS Steering Committee voted to adopt Option 2a.2 as the expedited selection process necessary to secure a new HMIS vendor by mid-August, so that data can be migrated by October 1, 2016. Ms. Arce requested the Board's approval to accept a change in software and to approve Option 2a.2 as the selection process. There was discussion on vendor recommendations from other CoCs, criteria to assess vendors, procurement policies and technical assistance, and issues around going with other options.

A motion to approve the change in software and to approve Option 2a.2 as the selection process as recommended by the Balance of State CoC Representatives on the GA HMIS Steering Committee and the GA HMIS Steering Committee was made by John Moeller and seconded by John Ellis. The Chair conducted a roll call for votes, and the motion passed unanimously.

Chairman Chubb called on Tina Moore to report on the Balance of State Initiative to End Veteran Homelessness. Ms. Moore reported that the results of the Registry should be released soon. Ms. Moore provided an update on the work of DCA staff to create a by-name List of homeless Veterans using information collected during the Registry combined with information on homeless Veterans identified in HMIS. As part of the work on the Vets@home initiative with the HUD Technical Assistance Provider, DCA is currently developing a draft plan for tracking and reporting on the by-name List of homeless Veterans, and DCA's Veteran housing coordinator will be reaching out to providers to house Veterans on the Master List. This initiative relates to bonus points available in the competition for CoC-funded providers to partner with the CoC in prioritizing eligible Veterans where VA services and housing is not an option.

Chairman Chubb asked if there was any old business. No old business was presented to the Board for consideration.

Chairman Chubb then asked for new business. Under new business Tina Moore reported that staff has worked the timeline where the next scheduled meeting of the Board on August 24, 2016 (1:00 PM) would be able to serve as the next meeting for the 2016 CoC Competition in lieu of holding a second special meeting of the Board. This meeting will also correlate with a special meeting of the Standards, Rating, and Project Selection Committee in the final review and approval of the results of the competition, project ranking (as a result of the policy and scoring criteria established at this meeting), and submission of the BoS CoC application to HUD. Tina Moore asked the Board if they would prefer to move the next meeting to the other available date of August 25<sup>th</sup>, and none of the Board Members wanted to move the meeting.

Carmen Chubb briefly discussed a meeting with a member of the HUD office in Washington, DC to discuss collaboration between CoCs for people with housing across designated CoC borders in regards to the impact on clients.

Carmen Chubb thanked the Board, Rachel Castillo, and staff for their work around the tight schedule of the competition. With no further business, the meeting was adjourned at 10:53 a.m. The next regular meeting of the Board will be held on August 24, 2016, (1:00 P.M.) in Atlanta, Georgia.

  
Signature

Vice Chairman

Title