**MDHA/CONTINUUM OF CARE BOARD OF DIRECTORS MEETING**

**MINUTES**

Friday, July 20, 2018

2801 Swiss Avenue, Dallas, TX 75204

**Board Members in Attendance:**

Karen Hughes – Chair, Edd Eason – Vice Chair, Ashley Brundage, Secretary, Shanette Eaden, Charlene Randolph, Dr. David Woody, David Noguera, Michael Walker, Regina Levine, Ikenna Mogbo, Ellen Magnis, Dustin Perkins, Charletra Sharp (standing in for Monica Hardman), Ricky Redd, and Robert Wright.

**Staff & Guests in Attendance:**

Diana Romagnoli, Rebecca Cox, David Gruber, Molly Van Ort, Stephanie Mueller and Clive Turner (unsure of name due to illegible signature!)

**Approval of Minutes**

Board of Directors minutes from the meeting of June 22, 2018 distributed. Minutes approved.

**Public Comment**

Karen Hughes, Chairman - thank you to all who did the 90-day challenge! Big thanks to all that helped get homeless crisis helpline number up and out and working!

NTX Giving Day coming up on Sept 20 – expect 100% board participation

**Committees**

*HMIS Committee* – change in chair, Daniel Roby rotated off, Bob Wright now Chair

* With the change in the chair of the committee we are moving from a HMIS Governance focus to a charge of overseeing HUD compliance, agency acceptance and involvement, and system requirements.

*Advisory Committee* – we don’t have one, David Gruber and Molly met and have a proposal for the board –

* main reason to create one would be to continue to garner support from those folks who have rotated off the board;
* also provides larger outreach into the community as well as more MDHA champions to speak on our behalf
* would require give/get $1-2k a year
* any suggestions for candidates to add to list, let Molly or David know
* Karen – we need to call a committee vs board so no change to bylaws etc.
* Ellen moved, Shanette second, board approved

*Finance Committee* -

* new committee due to HUD Audit and major federal grants MDHA manages
* asked Edd to chair as treasurer
* Edd – I’m not a CPA so will need help, any volunteers for committee, please reach out
* Role – along with reviewing finances, select auditor, make sure financial reports available for board meetings
* Ellen moved; Shanette second; board approved.

*Executive Search Committee Report*

* Received lots of applications
* Meeting regularly
* Down to 8 candidates, very qualified, several running CoCs in other parts of the country which is GREAT
* Starting first round of interviews – Aug 23/24 – phone interviews
* Have not closed the position, still taking apps
* Determining salary range for this position based on history of previous EDs, budget, etc.

PRAC & CoC

*Assembly* – city presented 4 track plan to address homelessness as they’ve been doing; good dialogue and questions; reviewed NOFA; NOFA individual agency apps due to MDHA August 3rd; getting APRs to agencies with report cards this week

PRAC – will receive all materials on August 10th; full day of deliberation on 21st 11-4 at UWMD; recommendations to board will be made that day; Rebecca cox to review math etc and notify agencies a few days later. Will figure out how to obtain board approval later – special session vs email

Executive Committee Report

*HMIS*

* Signed Memo of Understanding between Pieces Iris and MDHA, short term issue of dealing with APRs and long-term issue around use of system and reporting
* We’ve embedded Eryca Peters (MDHA staff) at Pieces Iris to work closely with PTI data team on trouble tickets; 6-week intensive get this fixed
* Every week there is a meeting at PTI with all parties on progress
* Every two weeks determine effectiveness of Eryca being there and reestablish if effective
* Diana/Stephanie – Iris put together outstanding items; this is Eryca’s first item of business – knocked out 10 of 16 issues
* Woody - Who is responsible for communicating fixed/closed tickets to agencies? What is next step?
* Stephanie – HMIS Committee is going to get more involved in working with agencies; specifically, around communication to agencies
* Recommendation to send email to all HMIS agencies to communicate progress
* Ticket process technology is not working well – can’t log in to see status of ticket, need fix, but on long term plan
* Eryca has resigned effective 7/31; Alex will be embedded after her departure
* Eason gave brief history as to why Pieces Tech was chosen for HMIS provider – ask everyone to weigh Pieces’ shortcomings with the hope of having a HMIS that will someday link homelessness with health outcomes for our local area

*Committee Members*

Adding two people to Exec Comm: HMIS/Bob Wright and Daniel Roby as At Large Member

*Financial Report*

* Karen spend time with staff reviewing each grant, match, are we spending – can report that the three major grants are FINE!
* Motion to add Molly/Advisory, Bob/HMIS, Edd/Finance, Daniel/At Large by Karen; seconded by Ellen; board approved

*2017 Audit*

Completed field work, will take time to report back to us

New Business

None

Adjourn to Closed Executive Session 10:05am