**MDHA / Continuum of Care Board of Directors Meeting**

Friday June 7, 2019, 9am-11am

**Minutes**

Attendees: Karen Hughes, Dustin Perkins, Edd Eason, Deliza Gierling, Rick Grady, Monica Hardman, Regina Levine, Ellen Magnis, Ikenna Mogbo, Christine Ortega, Charlene Randolph, Ricky Redd, Daniel Roby, Michael Walker, David Woody, Bob Wright, and Jeffrey Zsohar. Staff: Carl Falconer, Shavon Moore, Diana Romagnoli, Alexandra Espinosa, Freda Nelms, Alexandra Hartfield. Guest: Michelle Secours.

1. Welcome/Introduction. Karen Hughes, Chair, welcomed everyone and asked for introductions.
2. Minutes of the May 17, 2019 were approved without changes.
3. Committee Reports:
   1. HMIS Committee: Bob Wright, Chair, gave the Board an overview of the committee’s discussion and recommendation of Eccovia Solutions/ClientTrack software. Karen open the meeting up for discussion of the committee’s recommendation. Ikenna wanted to discuss the vendor Bitfocus. There was an in-depth conversation of the two vendors. HMIS staff supported the ClientTrack recommendation. They believe this will be a challenging transition and the staff believes they are up for the task to bring the CoC to this new vendor.

Karen asked for the plan on how we are going to fund this new vendor, the transition and the annual on-going costs. Carl responded by stating that through the ICF HUD technical assistants, Chris and Heather, they have received the first round of approval to allow the new vendor transition costs to be covered by the HUD HMIS grant. We have been in touch with the Ft. Worth Field office for formal approval. Phillip Pless is back in town next week and will give us the guidance we need to proceed. Additional funds to cover the new vendor will come from philanthropic funding sources. Meadows Foundation is currently reviewing an application. For on-going support in 2021 HMIS will be submitting an Expansion grant to cover the user fees. The on-going annual cost is estimated to be $169,000.

* 1. Finance Committee: Edd Eason mentioned that the Finance Committee met yesterday and discussion of the funds to cover the new HMIS vendor was brought up. He had asked for a three-vendor summary of costs document. Diana pulled the information from each of the proposals from Foothold Technology and Bitfocus. The proposals submitted indicated very different cost summaries therefore it was difficult to compare them to each other. Staff pointed out that there have been no conversations with the vendors at this point. Karen mentioned that cost had been included in the evaluation process.

Karen asked the Board to bring up any concerns they had on the Committee recommendation, including financing, and transition. She wanted all questions asked and answered so that there was total transparency. Karen asked for a motion. A motion was made to accept the Committee recommendation of Eccovia Solutions/ClientTrack. By a vote of 17 in favor and 1 abstention, the new vendor for the CoC is Eccovia Solutions/ClientTrack.

1. ESG NOFA. Carl Falconer presented a slide on the staff suggested priorities for the ESG NOFA. This NOFA will be submitted separately by agency to the State. Only three CoCs were chosen to submit as a CoC. The staff is asking the Board to approve the priorities as a percentage of 100%. Discussion was opened up. The Board approved the priorities as presented.
2. Adjourned at 10:45am.

**NOTE: *The next meeting of the Board of Director’s will be held August 2019. Date to be determined based on NOFA timeline***

*\*\*An Executive session may be called for various reasons, with or without the presence of the CEO, at the discretion of the Board Chair, in order to: 1) Consult with an attorney; 2) Deliberate regarding real property; 3) Deliberate regarding prospective gifts; or 4) Deliberate regarding personnel matters, etc.*