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

Friday November 15, 2019 9am-11am

*2904 Floyd St, Dallas Texas 75204*

**MINUTES**

**Attendees:** Karen Hughes, Dustin Perkins, Traswell Livingston III, Ashley Brundage, Lane Connor, Deliza Gierling, Ellen Magnis, Ikenna Mogbo, David Noguera, Christine Ortega, Charlene Randolph, Jessica Gallishaw, Kyla Rankin, Ricky Redd, Rick Grady, Erin Moore, Regina Levine, Daniel Roby, Dr. David Woody, and Jeffrey Zohar. Staff: Shavon Moore, Diana Romagnoli, David Gruber and Alexandra Espinosa. Guest: Ann Margolin.

1. Welcome/Introduction made by Karen Hughes.
2. Minutes: Minutes for September 2019 Board meeting were approved.
3. Continuum of Care: Dustin Perkins provided a CoC update of September and October meetings.
4. Committee reports

Executive Committee – Karen Hughes

* Carl’s annual review will occur this month, any specific content or comments please send to Karen
* Chair succession planning: Vice Chair of the Board is the Chair of the CoC Assemby and not nominated by board. The position does not roll into Chair role.
* We need to investigate this P&P and send the succession planning issue to Nominating Committee

Nominations Committee

* Last meeting September 30, 2019.
* Affirmed Jessica Gallishaw as vice chair of committee.
* Working on strategic recommendation of new members to help further MDHA’s mission
* Recommended David Noguera as new chair of HMIS Committee and he’s accepted.
* Isabel Comacho, Brighter Tomorrows, nominated to board. This is an action item today – brings domestic violence expertise/experience, from Irving . She was not in attendance today.
  + Motion passed

Woody – P&P Comm

* Comm has been in the midst of trying to find footing
* Last year was spent revising P&P
* Working now to determine place in implementing new P&P esp in regard to HMIS and CAS
* Dianna - All required data needs to be in hmis system and we would like to grow system to hold more data and create a data warehouse in coming years
* Need clarity on what HMIS services data is required now
  + Desire to have all info in HMIS
  + Need a list of what is required.
  + AIDS Services and Metrocare – need to take concerns to HMIS committee

Finance Comm – Edd

* 5 findings in audit, reviewed by management, sent response
  + Any questions, comments, send to Edd
* Filed 990 on time
* Sent request for bids for 2019 audit, will review in January
* In December will review 2020 budget at board meeting
* Deliza would like to see P&P referenced in audit
* Question on what happened to Wayne/CFO – he was let go in the spring, we’ve hired Sherry Lamb as a contract CPA to help and hired Lori Burke also.

HMIS

* No go live date
* 3 outstanding items
  + (1) we need a sharing/consent model which is not HUD sanctioned byut was the model used in PTI It is and therefore needs to carry forward. Going forward in ClientTrack consent is not required by HUD. For the clients already registered in Iris, we need a way in the ClientTrack system to document requested their data not be shared.
  + (2) access to organizations – there are organizations that didn’t have correct programs associated with them, as of November 14th Alex has put together the correct list.
  + The list of services beyond the HUD 2020 data standards will be included in the respective programs in ClientTrack during Phase II.
* After Go-Live is declared:
  + - training for 300 end users over the end of November and December. Phase II is projected to begin two weeks after Go-Live
    - training begins on Monday depending on a call today around sharing – we cannot go live where everyone can see all data

Other Business:

* Roby introduced Ann Margolin as new chair of Dallas Citizens’ Homeless Commission. She is interested in learning more about what MDHA.

Diana and Shavon MDHA Update

* HMIS User Fee Schedule and HMIS Memorandum of Understanding should be approved today by Board. Return documents to the HMIS Committee to ensure docs match P&P.
* D-1 Plan – held a strategy meeting last week, not well attended, good conversation, charged the group with reading the plan.
* Vouchers – MDHA and DHA applied for 220 Move-On vouchers for the CoC. Expect to hear response to that by December 1st.
* NOFA – Hope to hear from HUD by February or March 2020.