



**MDHI Board Meeting Minutes  
May 11, 2017**

**Board members attending:** Leanne D. Wheeler, Melanie Lewis Dickerson, Artie Lehl, Bob Munroe, Maryjane Carr, Brian Smith, Bennie Milliner, Debra Eakin, Daphne McCabe, Brenton Hutson

**Board meeting attendees via phone:** Andrew Alsip, Gary Sanford

**MDHI staff:** Will Connelly, Rebecca Mayer, Joe Baker, Justin Russell, Ian Fletcher, Diane Howald, Oanh Vo, Jared Kebbell

**Guests attending:** Dr. Jamie Rife, Ben Levek

**Welcome and Introductions:**

Leanne D. Wheeler convened the meeting at 2:05pm without quorum. Will Connelly welcomed Dr. Jamie Rife, a potential board member, and Ben Levek, from Denver Human Services, to the room. The board and staff present introduced themselves to Dr. Rife and Mr. Levek.

Leanne adjusted the board agenda to allow for additional board members to arrive. She asked that staff begin with the Point-in-Time presentation.

**PIT Results and Plans for Continuous Improvement:**

Rebecca Mayer presented about the 2017 Point-in-Time results and feedback from the community.

PIT challenges:

- Process challenges
- Paper survey (versus utilizing technology solutions)

MDHI to provide additional coordination:

- Clearer internal roles and timelines
- Centralized agency contact list
- Earlier planning

Process improvement recommendations:

- HMIS rapid scan
- Mobile technology

Unsheltered count:

- Mobile technology and mapping
- Map areas
- Staff leads, instructions
- Law enforcement participation
- Lessons from Aurora count

Volunteer and Agency engagement:

- Volunteer preparation
- MDHI to take lead on coordinating volunteer requests
- CoC participating agencies – MOU for PIT support

Brenton Hutson asked whether the board would need to vote on an MOU requiring PIT participation from NOFA funded agencies. Leanne responded that it would be included in the revision to the NOFA process and could be voted on at the stakeholder meeting.

Melanie Lewis Dickerson agreed that CoC best practices should require advanced mapping for the unsheltered count. She gave special thanks to Justin Russell for helping with the Crossroads shelter and volunteers during the night of the count.

Leanne asked how should MDHI gain additional support for volunteer recruitment. Leanne asked the board to give support to make this happen.

### **2017 Point-in-Time Report Preview:**

Rebecca walked through the PIT data previews and talked about the changes in several data points. She explained that there are several issues with data quality around the inclusion of additional family members in PIT form.

Bob Munroe asked whether the sweeps or weather may have affected the total count. Rebecca responded that the warm weather on the night of the count may have decreased the count in some shelter locations. Ian Fletcher shared that the winter emergency and overflow shelters had very few people during the night of the count.

Bennie Milliner asked whether the survey refusal numbers were reflected in the report. Joe Baker responded that the refusals were tracked minimally in some locations.

Joe shared the total number of surveys reviewed and why the numbers may have changed or stayed the same. He gave an overview of the changes in various data quality elements (duplicates, invalid surveys, insufficient fields, etc.)

Joe shared that the PIT draft will be out later this week with a plan to have finalized by the end of May.

Bennie asked whether the draft report will include the county reports. Joe responded that yes, the report will include county summaries.

Leanne stated that the board should consider what they should ask the community regarding the 2018 Point-in-Time survey during the stakeholder meeting in June.

### **Overview of Consent Agenda:**

Leanne asked for any questions about the consent agenda.

Brenton Hutson shared that the average length of stay in Metro Denver for RRH is double the national standard and reflects the length of stay for most transitional housing. He shared that several metrics could be an indicator of need to provide TA for RRH providers.

Daphne asked about the stability between quarters with the high length of stay in RRH. Brenton shared that several of these housing programs are transitioning housing providers and changing to the RRH program format. Joe shared that the numbers reflect an improvement for the TH providers as they attempt to fall in line with RRH standards.

Brenton asked what is the status of program specific data reporting for low and high performing reports for the community. Will Connelly replied that he expects these reports would go live starting this July and would accompany increased TA and support to the low performing programs.

Brenton asked about fundraising for the gap in our current housing and landlord recruitment position.

Brian Smith motioned to approve the consent agenda, Bennie Milliner seconded. The vote carried unanimously.

**ESG Administration Shift:**

Will Connelly introduced the ESG administration shift proposal shared with the board last month. He shared the process for the state issuing an RFP to change the administration of these funds. MDHI would be ready to apply if the board votes to approve. Will shared that CCH does not support the change but the decision rests with the board of MDHI.

Bennie asked whether this approval would change the philosophy or work of the board or organization in regard to direct service with clients. Will shared that this would purely be an administration shift and give MDHI greater leverage in determining the use of these funds. Ian Fletcher shared that all ESG funds need to be coordinated in 2018 through OneHome.

Leanne Wheeler entertained the motion to approve the proposal – Brian Smith motioned to approve, Brenton Hutson seconded. The vote carried unanimously.

**June Stakeholder Meeting Agenda:**

Will shared the Stakeholder Meeting draft agenda for comments from the board. He shared the work being done on the Mission/Vision statement for approval next board meeting. Will then shared the NOFA changes currently being discussed for approval by the board and stakeholders. Ian Fletcher discussed the OneHome launch for the Stakeholder Meeting. Rebecca mentioned the section for the recognition of board members and volunteers.

Leanne asked if the breakout sessions could be moved further up the agenda, before the board and volunteer recognition. Leanne agreed to have the board financially support the stakeholder meeting refreshments.

Bennie asked who will facilitate the breakout groups. Will shared that both board and staff would help serve as table captains.

Bennie asked about announcing new board officers at the June Stakeholder meeting. Will responded that any votes taken during the June board meeting could be shared in the Stakeholder meeting agenda.

**DDHS Report on Consolidating Grants and Mariposa Project:**

Will introduced Ben Levek to the board to discuss the changes to the DDHS CoC projects and funding. He explained that the Mariposa project funding was recently reinstated after MDHI appealed the CoC score.

Ben discussed the 8+ year old Mariposa project and the work to improve the program with technical assistance through its partner provider The Empowerment Program. Ben explained that DDHS opened an RFP but the only applicant in the last cycle was The Empowerment Program. They have re-opened the RFA with the new funding allocation from HUD.

Ben shared the need for DHS to consolidate their housing programs to create efficiencies and that the consolidation project would allow the city to be more nimble in their oversight of project partners due to efficiencies of scale.

**HMIS Vendor RFP:**

Leanne asked Gary Sanford to give an update over the phone about the HMIS vendor RFP. Gary shared that Bowman and Clarity are the only vendors to have submitted their RFPs but he expects more before the deadline tomorrow. Gary hopes that during the July board meeting, the board would be able to vote on a new HMIS vendor.

***Meeting Adjourned - Next meeting: Thursday, June 8, 2017***