



MDHI Board Meeting Minutes – December 13, 2018

| Role | Board Member | Present | Absent |
|---------------------|-------------------------|----------------|---------------|
| President | Shelley McKittrick | X | |
| Vice President | Benjamin Ryan | X | |
| Secretary/Treasurer | Claire Clurman | X | |
| Board Member | Bob Munroe | | X |
| Board Member | Andrew Alsip | X | |
| Board Member | Brenton Hutson | | X |
| Board Member | Melanie Lewis Dickerson | X | |
| Board Member | Daphne McCabe | X (phone) | |
| Board Member | Jamie Rife | X | |
| Board Member | Lori Rosendahl | X | |
| Board Member | Elissa Hardy | X | |
| Board Member | Patricia Hall | X | |
| Board Member | Cheryl Secorski | X | |
| Board Member | Alix Midgley | X | |
| Vice President | Eugene Wade | | X |
| Board Member | Ken Hayes | X | X |
| Board Member | Brian Arnold | X | |

Staff Present: Rebecca Mayer, Ian Fletcher, Joe Baker, Diane Howald, Jackie Hernandez, Annie Jenkins (phone), Bethany Maynard-Moody, Morgan Wieziolowski, Jasmine Foster, Megan Morales

Guests: None

Administrative:

I. Welcome and Introductions (Shelley): 2:30-2:40

New Board members, current Board members and staff introduced themselves.

Board Member Recognition (Shelley) 2:40-2:50

MDHI said goodbye to three Board members, two are termed off (Melanie Lewis-Dickerson and Bob Munroe), one is taking leave (Daphne McCabe). Shelley expressed the gratitude of the board and staff for their years of service, and for their dedication and many contributions to the organization.

II. Consent agenda (Shelley) 2:50-3:00

Shelley McKittrick entertained a motion to approve the consent agenda.

Motion by Eugene Wade, second by Andrew Alsip.

Discussion: Claire pointed out that the Statement of Activities reflects the budget as it was originally approved last July, it will be updated in January. Otherwise, the Year-to-Date numbers are correct.

Consent agenda motion carried unanimously.

Deep Dives

III. Budget Amendment and Financial Policy Revision (Claire Clurman, Annie Jenkins): 3:00 – 3:15

Claire called attention to the budget line item showing income revenue over expenses. The third column of the budget uses appropriate accounting standards of added income and additional grants plus expenses. The Board needs to take a two-year view about the \$7,000 surplus that MDHI is projected to have. The Board is not being asked to vote to approve the revised budget today. The budget will be put forth for approval next month once the audit is completed.

Financial Policy Revision: Additional language regarding compliance with federal requirements has been added to the document per feedback from the HUD monitoring. The changes were sent to HUD regional for review and they did approve them. Those sections are notated in the policies and procedures.

Ben Ryan moved to approve and adopt the financial policies and procedures as presented.

Eugene Wade seconded.

Discussion: Shelley added that the document was well-vetted by HUD.

Motion passes unanimously.

IV. Action Plan (Melanie Lewis-Dickerson) 3:15 – 3:25

Background: This document is the result of the Board and Staff retreat last year, and since that time, the document has been organized and the gaps have been filled in. A small group gave feedback and the document has been discussed in other Board conversations. The Action Plan is meant as a working document and will need to change as MDHI moves forward, with MDHI committees and Board will start to map the pieces and see how they work towards the goals.

-- Ben's reaction was that it gives a good overview, shows concrete goals, where we are, where we are going and how we will do it. Is this an internal document or will it be public?

- Rebecca replied that MDHI would publish public facing documents vs. posting the full document
- Eugene suggested having the public facing document be condensed, not the entire document.
- Claire asked if the document would be presented at a high level at the winter stakeholder meeting. She added that we need to create areas of responsibility, sense of ownership and be deliberate in how the pillars are being handled.
- Melanie pointed out that the new committee structure will create a feedback loop that will help in this area.
- Eugene opined that the Action Plan shows how MDHI is thinking beyond regular bench marks and is a more comprehensive/holistic plan.
- Pat agreed that it is more important for the community at-large know about the six action points listed on page 4 of the Action Plan.
- Shelley brought up that there are different understandings of the issues addressed in the Action Plan. The plan will help facilitate conversations regarding best practices within the community and council. This is a methodological way to dig in.
- Elissa added that it also gives context to what we are doing.
- Ben had a question regarding the documents referenced in the footnotes on page 2 and 3 in the Action Plan and where they were hosted. Potentially MDHI should create a landing or host them in a google drive. He added that the table on page 4 is based on quarter over quarter comparison, he suggested keeping the data but making our own table.

Melanie Lewis Dickerson called for a motion to endorse the action plan and to move forward with its implementation with the changes to the footnotes and table as outlined by Ben.

Eugene Wade seconded.

Claire inquired if the public will be able to comment on the Action Plan and who they would send those inquiries to. Rebecca replied that we will only be publishing highlighted sections that will inform the community, not necessarily looking for feedback.

V. Winter Stakeholder Meeting (Rebecca Mayer): 3:25 – 3:30

Next Thursday (12/20) from 10:30 – 12:30 is the winter stakeholder meeting which is part of MDHI's federal requirement to hold two stakeholder meetings per year. This meeting will focus primarily on priorities and projects for 2019. The Spring meeting would probably be a better place to introduce the Action Plan. Board members are encouraged to attend. At this time there are 60 RSVPs and good cross-section of community members attending, although historically attendance at the winter stakeholder meeting is lower.

Pat added that it may be good for new Board members to join the PIT committees within their respective communities. Ben will send the information.

Board Matters and Updates:

VI. Colorado Statewide HMIS Collaborative – 2019 MDHI Slate (Ben Ryan) 3:30 – 3:35

As part of the HMIS statewide collaborative it is time to (re)appoint the CoC's slate of candidates for 2019. Shelley gave background on the collaborative and what the benefits of being in the collaboration are for the CoC. The CoC does face the challenge of bringing in more agencies to participate (especially shelters), that we want to be part of the system.

Ben introduced the 2019 slate, with three members from 2018 that would continue if the Board approved (Renee Crews, Jamie Rife, Ian Kile) in addition to Ian, who will fill the seat formerly held by Rebecca.

Ben Ryan moved to approve the 2019 HMIS statewide collaborative slate.

Clair Clurman seconded.

Discussion: Pat asked how many serve? Four from each CoC + one member from the Colorado Division of Housing (currently Kristin Toombs). The State has been instrumental in helping achieve this level of integration and communication between the three CoC's.

Melanie added that Rebecca was the chair and how would the new chair be chosen? Each CoC's Collaborative delegation puts forth one member to fill an officer role, and the full Collaborative votes on those positions. Meetings are open to the public and are currently held on the first Friday or a month (with a rotating venue) from 11:00 – 2:00. Meeting times are currently listed on the MDHI calendar. Ian mentioned that we are working on developing the collaborative website.

Motion passes unanimously.

VI.5 HMIS NOFA Update (Ian Fletcher)

Ian gave an update on the HMIS NOFA, a funding opportunity specifically targeting HMIS for a one-time injection of funding. MDHI is currently considered a priority community by HUD. The Statewide Collaborative has looked at eligibility and how to apply. This would help fill in gaps across the CoC's as well as streamline redundancies. This is not nearly as resource intensive as the annual HUD NOFA and a small group is currently working on it.

VII. ESG Reallocation (Jackie Hernandez): 3:35 – 3:45

The approval would be for funds turned back by Jefferson County Human Services. They were a first time awardee, and due to some internal changes decided not to proceed as an ESG subrecipient. MDHI released a mini-RFP and only one agency applied – The Salvation Army. The question of why Jefferson County decided to not continue their funding was posed. They were not ready to onboard with HMIS or fulfill the HUD requirements and start spending down the grant in a timely manner.

Ben Ryan makes a motion to approve the reallocation of \$10,000 to the The Salvation Army for ESG operations in Jefferson County.

Melanie Lewis-Dickerson seconded.

Motion passes Unanimously.

VIII. Board Advocacy Strategy (Melanie Lewis Dickerson): 3:45 – 3:55

A discussion of the appropriate way to engage in more advocacy work at the local and state level. Former MDHI VISTA Jared had looked at how other CoC Boards engaged in advocacy. How should the MDHI Board be engaging? There are many issues that MDHI could work on. MDHI could leverage the Stakeholder Counsel – the Coordinating Committee and Lived Experience Committee as a way to facilitate conversation. The past election gave us an opportunity with legislation that could potentially be passed. Shelley pointed to lack of tenant rights being a driving force of homelessness in our community. There are several bills that will be put forth that are not controversial from an MDHI point of view, although the Right to Survive Initiative is more complex. The Board can participate in advocacy following 501©3 rules. Andrew added that MDHI needs to be consistent in advocating according to the organization's mission focus. Claire points out that it does dovetail with the Action Plan point number three. It was mentioned that the first week of January is the Legislative Breakfast.

Ben updated the Board on the next round of Board recruitment. MDHI is starting early to get as much participation as possible. The application has been transitioned to an online application and the link will be sent in the next couple of weeks, which should streamline the process. The timeline has been vetted, with the month of March being the time for a recruitment push and talk about the goals for filling empty slots. April 12th is the deadline to submit applications. Reviews will take place from April 15th – 19th, with a vote by the Board in May, and having the new members come to the June meeting and officially start their term in July.

IX. Open Forum for Stakeholder Comments and Community Announcements

Diane gave a PIT update, and a detailed PIT memo will be presented to the Board in January. The volunteer link will be live next week. MDHI is also building a preregistration list that will get the link directly. Many thanks were given to Morgan (VISTA) for her help in coordinating volunteers and donations. MDHI does not need any more socks, but needs more sponsorships for cash in order to pay people with lived experience who are helping with the PIT. Shelley asked what the goal was and although a hard number has not been set, MDHI wants money to pay folks as well as purchase bus ticket and buy things (hats, gloves) that have

not been donated. Rebecca noted that 100% Board participation in the PIT would be very appreciated, and board members may sign up via the volunteer link or reach out to Diane with specific site requests.

Matt Mollica from the Colorado Coalition for the Homeless spoke about the System Performance Monitoring plan for CoC funded agencies that was sent to agencies. This was created by staff along with HUD TA from ICF International and was approved by the Board. Although documents that affect programs are usually posted for public comment, due to this being monitoring-related, it was not done. MDHI did share the monitoring plan with all CoC and ESG grantees, and asked for feedback and questions to be emailed directly. Components of the plan include quarterly information submission and annual site visits. The current monitoring leads are Rebecca and Jackie. The measures that will be monitored are local NOFA and HUD funded measures. This may highlight how programs are being run differently. The change to a new HMIS will also create opportunities for better monitoring. CCH asked how things will be scored on specific questions. Rebecca informed them that the measures are not designed to be punitive, they are partially about collecting baseline information. Results are also aimed at improvement of program functioning, targeted TA, and/or peer-to-peer learning. Some aspects are still in development and will be updated in early 2019. This is a shift from suggestion to requiring information from an improved data system and a governance structure that will help support. CCH is waiting for more information and is concerned that an inordinate amount of time will be spent reporting on programs rather than managing them. MDHI's goal is to review program data regularly, and to encourage programs to use their data, as well.

Next Friday (12/21) at the Denver City & County Building is the annual Homeless Vigil.

The Denver Public Library needs volunteers to help connect people to low income housing. The goal is to create one place to people to apply.