



EXECUTIVE COMMITTEE MEETING MINUTES

July 10, 2017

3:00 pm – 4:30 pm

Facilitator:	Karen Tjakpes		
Meeting Attendees:	Kwan McEwen, Beverly Ryskamp, Karen Tjakpes Wende Randall, Jim Talen, Jesica Vail, Bree Butler		
Time Convened:	3:10	Time Adjourned:	4:25

Approval of Minutes		June 5, 2017	
Motion by:	Matthew	Support from:	Beverly
Discussion	None		
Amendments	None		
Conclusion	Motion Passed		
Agenda			
Discussion			
System Funding will cover ESP, ESG, CoC, and RFP funding.			
System Funding		Jesica Vail	
Discussion			
<p>MSHDA ESG Funding: MSHDA gave Executive the approval to budget MSHDA funding. MSHDA has not given their allocation to the CoC yet, and the budget is due in 7 days. Jesica will be emailing Stephanie from MSHDA regarding this and will send Executive an email with the MSHDA allocation details as soon as she gets them. Hopefully the CoC will receive word of the allocation amount within the next 3-6 days and therefore be able to push the budget through online. Suggestions from Executive committee members included keeping a running list of pay per performance items and prepare this list of HARA employees and details that MSHDA routinely needs.</p> <p>ESP Funding: ESP in relation to HARA funding, United Way will give an additional \$60,000 to The Salvation Army this year, this amount will help cover them through the rest of the year. There are plans for next year to reallocate a Rapid Re-housing fund to CoC. The program counts for only 8 Rapid Re-housing beds, therefore the CoC HUD score won't take a big hit from this loss. The CoC will remain conscious through all future decisions regarding the loss of any RRH.</p> <p>CoC Funding: Currently the CoC is still waiting for NOFA to release notification of funding to plan the budget. The Ad Hoc Funding Review Group is working to improve where budget money is needed most. Their findings will be input to give to Funding Review.</p> <p>The CoC needs to increase in PSH and RRH. There is also a need to grow funding and reallocate other funds. The Ad Hoc Funding Review committee reviews past budgets and performances and defines areas of need. Data can be helpful but in order for organizations to better assist people, they would benefit from an intake system that organizes need better. There is a need to improve communication between organizations. Reaching out to organizations for data might lead to beneficial collaborations with organizations. There is a need to identify the service that each organization provides.</p>			
Conclusions			
Moving forward, a new strategic plan needs to be put together. Build a larger picture and identify areas of need. Look into refreshing the current strategic plan. May need help from a consultant.			



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The John Peterson report being finished is also important.	
Analysis Tools/System Funding	Jesica Vail
Discussion	
<p>The Executive board is looking for a tool or a way to get on the same page to address issues. There would be some use in creating a prioritization model. There is need to find a tool that could help with program budgets.</p> <p>Focus Strategies Tool – SWAP Performance This tool could be valuable to help take numbers and results and put them in a format that's easier to use in presentations. There is value behind having attractive charts that help people understand easier what is happening.</p> <p>CSH report can tell a bigger picture. The John Peterson report covered a lot but has missed really highlighting some main issues. It would be helpful to have bullet points covered that the CoC needs to be made larger and more up front so that people understand easily what needs to be done. One way of bringing these important points to attention could be through the Swap Performance tool. Other CoC's have used SWAP successfully. It's a free tool and would require pulling numbers from reports and HMIS and inputting them manually into the tool. The budget information is a key component and will need to come from the programs themselves. This could potentially be a useful tool to help define the next 3-year plan.</p>	
Additional	Jesica Vail
Discussion	
Need an update about Chairs for subcommittees. Have subcommittees check in and the Executive committee can help guide subcommittees through the process of electing a chair.	
Adjourn	