

**Balance of State Continuum of Care
Operation/Guidance Workgroup
Regular Meeting Minutes
July 8, 2013**

Attendees:

Dave Wolf, Mohave County
Barbara Montrose, CPSA
Mike McCluskey, Achieve Human Services
Mike Simpson, Crossroads Mission
Mike Hutchison, Horizon Human Services
Joy Johnson, ADOH

Discussion Topics;

- Dave Wolf called the meeting to order at 10:05 am
- Joy called role
- The minutes from the last meeting were approved
- Item 5.A of the Charter needs to be discussed further with Karia present; there was no discussion during this meeting
- Conflict of Interest, #9 on the Charter; Dave suggested putting in language regarding the number of grantees possibility no more than three. There should not be a majority of grantees.
 - The dilemma is that only grantees are required to participate in the COC and therefore, only grantees will make up the Steering Committee which will make it difficult during the voting and approving of projects
 - Barbara suggested that we get volunteers, members from the fire and police department, formerly homeless and faith based participants; however, the BOS and Pima County have struggled with getting these groups to attend COC meetings
 - Dave suggested that we revise the conflict of interest as needed
- Rotation of term, top of page 4 of the Charter; the language was revised to add term limits
 - Barbara stated that the members must be representative of our constituents
 - Dave thought that this would be difficult
 - Barbara disagrees and stated that HUD requires this of the COC
 - This item will be discussed at our next meeting
- Dave read item B; HMIS.
 - The committee voted and the ayes have it
- Item C of the Charter, the Membership Committee will be responsible for the PIT also
 - Joy suggested that Evaluation be an ad hoc committee to evaluate renewal projects
 - Barbara further suggested that assessment and evaluation of compliance and performance of ESG and state funded balance of state projects also be placed under the Evaluation committee
 - This committee will be called Assessment and Evaluation Committee.
 - The committee voted and the ayes have it

- This committee should be a priority given the funding cuts that Ana Oliva from HUD spoke of in her letter; scoring procedures will have to be developed and agreed upon.
- Item D of the Charter, Uniformed Coordinated Assessment System Committee
 - Barbara suggested that the first bullet point be revised to change assessment form to assessment tools
 - The committee voted and the ayes have it
- Dave read item E of the Charter; Ad Hoc Work Groups
 - The committee voted and the ayes have it
- Item F will be revised to state that agencies must participate on the HMIS committee and one other committee instead of having agency representation on all committees
 - This will be voted on during our next meeting
- The remaining items on the Charter will be discussed during our next meeting
- The next meeting is scheduled for Monday, August 12, 2013 from 10:00 to 11:00
- Dave adjourned the meeting at 10:56 am.