

**Balance of State Continuum of Care
Operation/Guidance Workgroup
Meeting Minutes
April 3, 2013**

Attendees:

Dave Wolf, Mohave County
Jessa Johnson, NARBHA
Barbara Montrose, CPSA
Mike McCluskey, Achieve Human Services
Mike Simpson, Cross Roads Mission
Gina Whittington, WACOG
Karia Basta, ADOH
Joy Johnson, ADOH

Discussion Topics;

- Dave Wolf called the meeting to order at 10:06 am
- Dave stated that he will begin to create agendas for subsequent Workgroup meetings
- Minutes were approved, no questions were asked and thank you to Joy for adding to additional information
- The Workgroup will work to develop a charter. Examples from North Carolina, Virginia, Utah and TPCH were provided. It was agreed that work on a charter begins with a mission.
- Karia would like our mission to be specific and provided great language for our mission....MORE INFO TO FOLLOW
- The Charter needs to explain the Balance of State structure, identify different planning groups and describe what authority each group will have
- Karia mentioned that the CoC renewal tier 2 project results should be announced in May
- The Workgroup liked the charter example provided from the CoC in Virginia, felt that is was easy to understand as well as descriptive enough for our needs
- When the charter is drafted, it will be brought to the larger group for feedback at the Balance of State annual meeting in the fall
- ADOH is working on visiting areas with low/no BOS participation and presenting on the Continuum to try and encourage/foster development of a local Continuum
- Karia is working on a chart that lists all scheduled local Continuum meetings in the BOS region and it was mentioned that attending other meetings is encouraged
- As the charter is developed, each piece will be addressed at subsequent meetings
- Additional announcements
 - Dave announced that an SHP client has made the successful transition to Section 8, then on to Section 8 homeownership
 - Karia announced that ADOH is currently compiling Point In Time count data and over 1000 interviews were completed
 - Barbara announced that Cochise County has re-established a Continuum meeting and had 21 attendees at the first meeting

- It was stated that Navajo, Apache and LaPaz counties currently do not have local Continuum meetings
- Mike and Gina will talk further outside of this meeting about combining LaPaz and Yuma county meetings, as well as to discuss the services provided in LaPaz county
- Next meeting is scheduled for May 6th, from 2-3. Call in details will be provided at a later date
- Dave adjourned the meeting at 10:46 am