**Date and Time**: Monday, March 14, 2019, 11:00 AM - 1:00 PM

**Meeting Location**: Housing Authority of the County of San Joaquin, 448 S. Center St., Stockton CA 95203

**Required Members**: Adam Cheshire, Britton Kimball, Bill Mendelson, Jon Mendelson, Randy Pinnelli, PA., Peter Ragsdale, Jennifer Rowell and via phone: Lakshmi Dhanvanthari, MD,

**Absent:** Sgt. Mike Kelly and John Ledbetter

**Minutes**: Randy Pinnelli, PA

| **ITEM** | **DISCUSSION**  | **ACTION** | **RESPONSIBLE** |
| --- | --- | --- | --- |
| 1. **Call to Order**
 |  |  |  |
|   |  Meeting called to order 11:04AM |  | Jon Mendelson  |
| **II. Approval of Minutes**  |  |  |  |
|  | * 1/9/2019 meeting minutes reviewed
* Minutes from the 11/20/18 meeting were amended to indicate the meeting was “Preliminary” to the official start (after 1/1/2019) of the CoC Board meetings
 | * **Approval:** Motion: Peter, Second: Bill - unanimous
* **Approval**: Motion: Adam, Second: Bill - unanimous
 |  |
| 1. **Action Items**
 |  |  |  |
|  | * **Consider Scott Carney as a member of the Board of Directors as representative from the City of Stockton to fill the vacancy of Micah Runner** (\*as on the agenda) Clarification – Bill stated that the City of Stockton does not have a designated seat on the CoC Board. Agreement that the current position open was vacated by Micah Runner and does not need to be filled by a representative from the City of Stockton. Group acknowledged Bills point of clarification and reiterated the desire to include representation from a diversity of disciplines and jurisdictions throughout San Joaquin County. Unanimous agreement that Scott Carney is a good candidate

**DRAFT*** **Data Committee policies, standards and agreements -** Bill explained the documents and discussed their necessity as required by HUD/CoC Program, and described the process the committee took to develop the revisions.
* Randy raised concerns about items not on the agenda being brought up for a vote/actions and recommended that items be placed on the agenda under discussion before they are moved to an action item on the next meeting. Jon expressed the idea that any item on the agenda could be considered for action regardless of how it is categorized. Peter agreed with Randy regarding the discussion process but also felt that time sensitive matters should be considered.
* **HMIS policies and appendices** – Randy had concerns regarding the language around privacy, personal identifiably information, request for data for HMIS system users and outside agencies or individuals, client consent and general wording of the HMIS User’s Manual. Bill provided clarification on client consent.
* **System Performance and Evaluation Committee statement regarding scope** – The committee feels their scope is larger than what is detailed in the Charter and the Committee “should establish not only metrics and standards for measuring the performance of ESG and CoC funded projects but also should establish them for projects funded by HEAP, CESH and other yet to be funding sources that will be over seen by the CoC. Randy proposed adding to the Charter as an amendment to the Committees responsibilities. Peter highlighted the opportunity through the amended responsibilities to further align funding with local strategies and/or align local strategies.
 | * **Approval:** Motion: Bill Second: Randy - unanimous
* Jon to follow-up with Scott
* No action taken
* Adam moved the item be tabled to allow the Board to provide written feedback to the Data Committee. The Board directed the Data Committee, through its Chair to provide the Board with revisions to the attached documents along with a written statement explaining the revisions. The Board will provide their written feedback to the Data Committee Chair by the end of business on 3/22/19

**DRAFT*** Jon moved the item be tabled to allow the System Performance Committee to re-work language
 | Jon MendelsonBill MendelsonJoh Mendelson |
| **IV. Discussion Items** |  |  |  |
|  | * **CoC NOFA:** need to review rank and scoring process prior to the anticipated May release of 2019 Program Competition NOFA.
* **CESH NOFA:** Discussion for the need to move forward with a local CESH application in preparation for the receipt of funds by the CoC Administrative Entity. Bill highlighted the need for application to reflect relevant legislation. Both Jennifer and Peter discussed the need for an objective scoring process built in to the application.
* **Letters of Support (State shelter expansion efforts, City of Stockton “HEAP 2.0” etc.)** Jon discussed developing a system to allow letters of support to come from the CoC for legislation and funding related to housing and homelessness.
 | * System Performance Committee will take responsibility.
* Adam volunteered to develop application using HEAP as a template and submit to the Board for approval.
* To follow up

**DRAFT** | Adam Cheshire Jon Mendelson |
| **V. Standing Committees** |  |  |  |
| 1. Coordinated Entry System
2. Data and HMIS
3. Education and Membership
4. Resource Development
5. System Performance and Evaluation
6. Strategic Planning
 | Next meeting:  Location:Next meeting:  Location:Next meeting:  Location: Next meeting:  Location:Next meeting:  Location:Next meeting:  Location: |  | 1.
2.
3.
4.
5.
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| **VI. Sub-committees** |  |  |  |
|  | **Note:** *(from Governance Doc.) “Strategic Planning Sub-committees may include Housing, Prevention, Law & Justice, and other sub-committees deemed necessary by this committee.”* |  |  |
| **VII. Additional Items** | *(Not on the Agenda)* |  |  |
|  | * Jon discussed the possibility of adjusting meeting times to accommodate various schedules. Britton pointed out that the schedule had been changed multiple times and felt it was important to maintain the current schedule rather than changing it again.
* Bill reminded the Board that the Chairs of Standing Committees are appointed by the Board per the Charter, and moved to instead to empower each committee to select their Chair.
* Adam informed the committee that Stockton Shelter for the Homeless plans to conduct insect abatement at the Family Shelter sometime in April, and is seeking housing options and special funding for the effort. Several Board members discussed the difficulties involved in controlling bedbugs in shelter facilities. Peter raised the possibility of providing some temporary housing for Shelter clients in select Housing Authority properties.
* Randy suggested a “Standing Committees Report” agenda item for Board meetings.
* Bill provided an update on the process to review and record PIT Count surveys.
 | * No action taken
* Jon asked for objections to voting on the item since it was not placed on the agenda, and seeing none, held the vote. **Approval:** Motion: Bill Second: Peter - unanimous

**DRAFT** | Bill Mendelson |
| **VIII. Adjourn** |  |  |  |
|  | Meeting Adjourned at 12:39PM |  |  |
| **IX. Next Meeting** |  |  |  |
|  | **Wednesday April 11, 2019 11:00am** |  |  |