

Minutes: System Performance and Evaluation meeting

April 2, 2019

2:30 p.m. at 2431 W. March Lane, Ste. 350,
Stockton, CA 95207

**Call to Order**

Meeting was called to order at 2:38 p.m.

**Roll Call**

Present were: Chair Jon Mendelson, Bill Mendelson, Billy Olpin, Bill Brown, Jane Butterfield.

**Approval of Minutes from Feb. 13, 2019, committee meeting**

1. Approved by unanimous consent.

**Old Business**

1. System Performance Measures discussion and recommendation to Board of Directors and Strategic Planning Committee
	1. Committee discussed target goals for Measure 1 and 8 and the appropriateness of those targets. It was concluded that target goals should be within possibility but should encourage the system and individual providers to “stretch.”
	2. Discussion included explanation of system vs. project performance and the potential impact of system performance measures on project-level funding decisions.
	3. Evaluation of the suitability of performance measures and goal targets will continue via email.
2. Scope of Duties expanded language — Board directed
	1. This item was tabled to a future meeting at the request of the Chair and unanimous consent of the committee.

**New Business**

1. Preparation for Continuum of Care NOFA — CoC Board directed action
	1. The committee agreed by unanimous consent that the locally required Letter of Intent for the 2019 Continuum of Care NOFA should be dramatically streamlined. The letter should include:
		1. Renewal or New project
		2. Identification of project type and population to be served
		3. Yes or No checklist regarding basic requirements
		4. Basic financial documentation for organizational capacity
		5. Required vendors meeting for those applying for New projects to be led by the County Administrator of Homeless Initiatives and the CoC Chair
	2. The committee agreed by unanimous consent that project applicants for the CoC NOFA must fill out their own application(s) in eSnaps
	3. The committee agreed to review and update the local ranking scoring system for the upcoming CoC NOFA, excluding any individuals whose organizations plan to apply for CoC funding to avoid a conflict of interest
	4. It was suggested that the overall CoC approval of the CoC response to the NOFA include an explanation of the application and local ranking scoring processes

**Comments / Future Items**

Future items to be conducted via email among committee members before the next meeting include:

1. Feedback and modification of performance measure target goals
2. Streamlined Letter of Intent
3. Initial baseline and edits of the local ranking scoring system

**Adjournment**

Meeting was adjourned at 4:08 p.m.