

SICOON
Membership Meeting – May 5, 2016
Crosswalk, 410 W. Main Street, West Frankfort, IL 62896
10:30 A.M.
MINUTES

I. WELCOME & INTRODUCTIONS

Sharon Atchison, President, introduced herself, thanked Crosswalk for hosting the meeting, and asked if everyone had an agenda. Those present were: Patty Mullen, *Good Samaritan Ministries*; Wally King, *Bethany Village*; Mary Evans, *The Women's Center*; Anna Margrum, *The Women's Center*; Andrea Stephen, *The women's Center*; Brandy Sechrest, *ROE #12*; Johna Schullian, *ROE #21*; Jennifer Harnish, *BCMw*; Tammy Chmielewski, *BCMw*; Cathy Bough, *PAVE*; Camille Dorris, *SICH*; Karen Fish, *Crosswalk*; Rayeanne Miner, *Crosswalk*; Jennifer Rister, *WADI*; Becky Ackerman, *WADI*; Judy Kinnear, *WADI*; Crystal Meinders, *Light The Way*; Paula Proffitt, *Human Service Center*; Patricia Sawyer, *Illinois Migrant Council*; Leslie Hollomen, *SWAN*; Julie Mason, *Family counseling Center*; Sharon Atchison, *The Lighthouse Shelter*; Robert Schroeder, *Western Egyptian*; Jenny O'Daniel, *Lifeboat Alliance*; Jeannine Woods, *Cairo Women's Shelter*; Kim Warner, *ROE #3*; and Peggy Russell, *Family Crisis Center*.

II. APPROVAL OF MINUTES

The minutes of the March 3, 2016 meeting had been sent electronically to members and were available at the meeting for members to review. Tammy Chmielewski moved the minutes be approved as corrected. Wally King seconded. The minutes were approved as corrected.

III. TREASURER'S REPORT

The treasurer's report, prepared by Patty Mullin, was available for members at the meeting. Patty mentioned that some agencies still needed to pay dues for the year. The balance is doing OK. Rob Schroeder moved that the treasurer's report be accepted. Anna Magrum seconded. The treasurer's report was approved.

IV. COMMITTEE REPORTS

A. HMIS

Leslie Hollomen, from SWAN, reported for Linda Bookwalter, committee chair. He said that they had met with Deb Little and learned that the HMIS system was migrating to ServicePoint between August and October. Seventy percent of continuums use ServicePoint. It generates better real-time reports, more customer reports, and should be easier to use. Web based training will be available and it is hoped we can get in-person training. Patty asked if the transition will keep the history each agency has in Compass Rose, will the data migrate. He will check.

B. Child/Youth Education

Brandi Sechrest, ROE#12, reported that there were 4,000 homeless children reported in the southern 27 counties. They feel these are low numbers. They have funds available to train local homeless liaisons on how to recognize and report the homeless children.

C. Public Education

Rob Schroeder noted that now not all ROE e-mail accounts bounce back, some are OK. He is still working on it. Everyone should provide their e-mail addresses. Addresses may be updated on the web page. He reported we are now working on Word Press. Please let him know of anything that members might want changed, and they can see him after the meeting. He also said he needs content for the site.

D. Membership

No Report

E. Program Evaluation

No Report

F. Gaps Analysis (Point-In-Time Count)

Leslie said that Linda is having some issues. Everyone needs to check to see that all have sent in their reports, and to help, he can get some information from CompassRose.

V. OLD BUSINESS

Retreat – make reservations

The retreat will be on July 27 and 28, 2016 at the Hilton Garden Inn in O'Fallon, IL. There are rooms available at the state rate. Patty asked that Linda and Jenny (Retreat co-chairs) let her know what bills to pay because she will not be able to attend. The question was asked if any Continuum of Care could attend? Yes, we would welcome them. Sharon mentioned that we need to remember to bring baskets for door prizes.

NOFA Letters of Intent

Sharon asked if everyone had gotten the message to bring their Letters' of Intent for the 2017 HUD NOFA. They need to be turned in today to Leslie to take to Linda. The response was that some had been turned in, some had been e-mailed, and some said they would e-mail it. Sue asked for the template for the letter. Today is the deadline to submit the letters to Linda.

Homeless Liaison

Sharon mentioned that Barbara Tullis, from Lighthouse, had volunteered to be the Homeless Liaison for the Continuum. She is an administrative aid and will be able to attend the meetings. Jenny Rister moved that Barbara become the Homeless Liaison, Judy Kinnear seconded and the vote passed.

Leslie mentioned that the ESG grants are due and the written policies of the continuum need to be included. He will send the information again.

VI. NEW BUSINESS

HMIS – Leslie Holloman

This report was covered during Old Business.

NHIP request for PIT results

Linda sent a letter to the Continuum to ask about PIT information being shared with the National Homeless Information Project. The information would be shared with other continuums through a web site. There were no objections, so approval was given.

HUD NOFA Grant Writing Bid

Sharon reported that they had received a bid from LeAnn Speiser to write the Continuum portion of the HUD NOFA to be submitted in 2016. She has eight years experience and would complete the six items needed to complete and submit the application. She needs the 2016 PIT information, HIC total, approved worksheet and minutes from July 2015 to May 2016. The cost would be \$3,000. Patty mentioned that the cost would be covered by grant fees if needed. Wally King moved that the contract be approved, Jeannine Woods seconded, and the motion passed.

VII. UPDATES & ANNOUNCEMENTS

DV projects need to submit the CR65 on paper for the 2015 CAPER submission because the information is not in HMIS. Linda has previously sent an e-mail about the requirement. The report is due Tuesday, May 10, 2016. The question was raised if the reports need to be sent individually or together. A separate spread sheet is needed for every DV project. Leslie reported that Linda had had trouble sending the e-mails.

VIII. NEXT MEETING –

The next meeting is the Retreat on July 27 and 28, 2016 in O'Fallon, IL.

Announcements:

Patricia Sawyer asked for referrals to the Illinois Migrant Council for those that have done any farm work at all. They have emergency help and scholarships and other help available. There was a question about Tier 2 projects. Light the Way did get the Tier 2 grant. More information will be coming from Linda.

IX. ADJOURNMENT

Jeannine Woods moved the meeting be adjourned. Jenny O'Daniel seconded. The meeting was adjourned.

Peggy Russell
Southern Illinois Continuum of Care Network Secretary