

## **SICO CN Membership Meeting**

**Location: BCMW Community Services, Centralia, IL**

**Thursday, March 7, 2019**

### **Meeting Minutes**

#### **Welcome and Introductions:**

Sue Castleman, SICO CN president, opened the meeting and welcomed all who were in attendance. The following people were present: Renee Kindle, Shawnee Development Council; Monica Cruthird, Shawnee Development Council; Patty Mullen, Good Samaritan; ; Camille Dorris, SICH; Anna Margrum, Women's Center; Jen McArthy, Lifeboat Alliance; Patricia Sawyer, IL Migrant Council; Jeannine Woods, Cairo Women's Shelter; Jennifer Orban, SHPA; Cathy McClanahn, The Women's Center; Mercedes Collado, SHIF – Healthcare; Andrea Stephen, The Women Center; Peggy Russell Family Crisis Center; Jennifer Harnish, BCMW; Matt Robbins, SWAN; Linda Bookwalter, SWAN; Robert Schroeder, Western Egyptian; Sue Castleman, BCMW; Bethanne Chance, Crosswalk; Tolleyne Ray, Salvation Army; Cami Horn, Salvation Army; Crystal Meinders, Light the Way; Wally King, Bethany Village.

#### **Approval of Minutes:**

The minutes of the January 10, 2019 meeting were reviewed. Camille Dorris made a motion to approve the minutes. It was seconded by Jeannine Woods. All were in favor; minutes were approved.

#### **Treasurer's Report:**

Treasurer, Peggy Russell reported that the balance on hand was \$6,040.46. We received 2019 dues from several agencies and an individual this reporting period. Jen McArthy made a motion to approve Treasurer's Report, second by Anna Margrum. All were in favor; Treasurer's Report was approved.

There is one invoice that needs reimbursed to Linda Bookwalter for the payment to LeAnn Speiser for registering our CoC for 2019 funding Nova for \$50. Motion to pay bill, Patty Mullins made a motion to approve bill, second by Jennine Woods. All were in favor; payment was approved.

#### **Committee Reports:**

**HMIS:** Linda stated she is looking at training for Coordinated Entry and VI-spadt, something that is regionally located, possible webinar. Instructions on how to do priority listing – will be sent out. HMIS Conference in Nashville TN. Sending out form for HIMIS later on in April. All users should resign the user agreement form. For a new person to get started will have to do new

user training, MISI will assign new user an ID and password. Service Point will be conducting the Webinar training on March 19<sup>th</sup> on data quality.

**Child/Youth Education:** No report. We need to add some items to this committee to be in compliance with NOFA grant.

**Public Education:** Rob continues to accept information for updating the sicocn website. Anything to add to website send information to Rob Schroeder at [housing@weecoc.org](mailto:housing@weecoc.org). Links to other agencies can be added.

Notice of Letter of Intent should be posted on website. Website is sicocn.org. Items that should be on website is governance charter, previous minutes, meetings, requirement about NOFA the whole process.

Anything for newsletter should be sent to Dorian by March 13<sup>th</sup>.

A face book page was brought up and anyone want to spear head it would be welcomed.

**Membership:** The contact list was sent around for everyone to update. Jennifer Harnish, membership chair, discussed a draft letter to encourage more participation in our Continuum.

**Program Evaluation:** There was discussion on quarterly reports for ESG and Homeless Prevention so we can keep track of funds spent. Peggy Russell made a draft form. Linda Bookwalter will receive the reports. Program Evaluation committee will bring the evaluation form to full board when revised. On approval of the ESG and Homeless Prevention report forms – Linda made a motion to approve and Camille second. The form will be sent out electronically.

Hud program evaluation will be put off until next meeting.

Ranking and Review tool ready for new NOFA. Site reviews – monitoring visits – depend upon when NOFA review. Every site that receive funding, which is 8 to 10 agencies with 2 to 3 programs. Pull together a training on what to look for when monitoring.

#### **New Business:**

**FY 20 ESG Program:** There was discussion at board meeting that several CAA agencies can't spend all rapid rehousing funding. Shawnee Development Council gave up \$15,000 to be divided between SWAN and Good Samaritan - \$7,500 each agency. These funds can only be spent for Rapid Rehousing. We want these funds to stay within the 27 counties. An agency cannot receive less than \$25,000. Agencies should be working together to spend these funds. 60% must go to shelter and 40% to other programs. The board recommend fund agencies at last year level minus the \$15,000 given up by Shawnee Development Council to split between SWAN and Good Samaritan for rapid rehousing. Motion on table to vote to give SWAN and Good Samaritan \$7,500 each of SDC. Remaining funds are given the same amount as FY 19.

Linda Bookwalter made the motion to accept the recommended ESG awards; it was seconded by Camille Dorris. All were in favor.

ESG is due April 15 and applications need to be sent to Linda by April 10<sup>th</sup> in a zip file. Each agency will have to complete a Programmatic Risk Assessment.

**FY20 Homeless Prevention Program:** Homeless Prevention can submit own application to DHS. Homeless Prevention for the 27 counties is \$190,000, which is \$14,379 reduction from last year's funding. This funding will be divided equally for 27 counties. \$7,037 for 26 counties and one county will receive \$7,038. SWAN has 2 counties, BCMW has 4 counties, WADI has 7 counties, Western Egyptian has 3 counties; Crosswalk 4 counties and SDC has 7 counties.

Linda made a motion to give each of the counties \$7,037 and BCMW \$7,038, which the CAA's cover the whole counties and second by Jennifer Harnish. All were in favor; motion was approved.

**2019 HUD NOFA:** LeAnn has registered the Continuum. Letter of Intent by next board meeting, Thursday, May 9<sup>th</sup>. Need to send to Linda and Rob is to put information on website. May 9<sup>th</sup> next meeting at Crosswalk or Mantra Con, will let us know for sure where meeting will be held.

#### **Old Business:**

**2018 NOFA:** Recorded debriefing. 200 Points is maximum. Our Continuum scored 165.75. 190 was highest, 47.75 lowest score, 160 is median score. Answers that did not do well in Continuum, we are looking to do better. LeAnn has sent a list of things we can/have to do. Will share this information and forward to whole Continuum, because we all have to do it. Everyone got renewed and a couple of new projects.

**Coordinated Entry:** Will have training on VI-spadat. How to get people on the list. Intake form with date and signature.

**Point-In-Time Count** – Most everyone turned in forms. LeAnn do a report to compile forms. After the information is compiled, we need to do a presentation.

#### **Updates and Announcement:**

**SHIPA:** Advisory for supportive housing. They work on behalf of us to advocate for supportive housing dollars and help ups be successful. They are having statewide training and also an upcoming training on Storytelling. Sue explained that we can join SHPA as the SICOCN for the non-profit organization membership rate of \$345. Linda Bookwalter motioned to join; it was seconded by Rob Schroeder. All were in favor.

**Williamson County Housing Authority** has some housing choice vouchers available for youth who have aged out of foster care up to their 25<sup>th</sup> birthday; also, for parenting youth, keeping children depends on housing. There were 17 vouchers they could not use.

**Southern IL Coalition for Homeless:** Camille mentioned Open House for new facility. Will be sending out invites – 1pm to 4 pm, 1009 West Cherry St. New main office. Next meeting will talk about Carbondale Warming Center.

**SIHF- Healthcare** Mercedes Collado of SIHF passed out information on healthcare for homeless. She stated that there are 30 healthcare centers across Illinois.

**Migrant Council:** still part time. They have scholarships available for minority, low income farm workers. Eligibility is easier than in the past.

Jennifer Harnish made a motion to adjourn; it was seconded by Camille Dorris.