

SICOCN Membership Meeting

Location: Crosswalk Community Action Agency, West Frankfort, IL

Thursday, May 9, 2019

Meeting Minutes

Welcome and Introductions:

Sue Castleman, SICOCN 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; Angel Wilson, Good Samaritan; ; Camille Dorris, SICH; Anna Margrum, Women's Center; Jen McCarthy, Lifeboat Alliance; Ashley Garlick, WADI; Susan Mayberry, WADI; Jeannine Woods, Cairo Women's Shelter; Rebecca Sudduth, VA; Johna Schullian, ROE #21; Mercedes Collado, SHIF – Healthcare; Andrea Stephen, The Women Center; Peggy Russell; Jennifer Harnish, BCMW; Deb Little, MISI; Matt Robbins, SWAN; Robert Schroeder, Western Egyptian; Sue Castleman, BCMW; Bethanne Chance, Crosswalk; Brandy Seachest, ROE12; Davis Johnson, SICH; Paul McKnight, Light the Way; Wally King, Bethany Village; Jennifer Duskey, Bethany Village; Sharon Atchison, Lighthouse Shelter, Margaret McKenzie, FCCI, Ashton Madsen, FCCI; Becky Boren, Crosswalk.

Approval of Minutes:

The minutes of the March 7, 2019 meeting were reviewed. Wally King made a motion to approve the minutes. It was seconded by Rob Schroeder. All were in favor with one correction: the March Minutes to state that the SHIPA membership dues were \$100 instead of \$345; minutes were approved.

Treasurer's Report:

Treasurer, Peggy Russell reported that the balance on hand was \$6,040.46. We received 2019 dues from two agencies and an individual, along with SWAN's payment of NOFA fees. Disbursements were made for reimbursement to SWAN for payment to LeAnn and SHIPA dues this reporting period. Robert Schroeder made a motion to approve Treasurer's Report, second by Jeannie Woods. All were in favor; Treasurer's Report was approved.

There was one invoice that needs reimbursed to Linda Bookwalter for the payment to LeAnn Speiser for registering our CoC for 2019 funding NOFA for \$50. Sue asked for a motion to pay the bill; the motion was made by Patty Mullins to approve the bill, it was seconded by Jeannine Woods. All were in favor; payment was approved.

There was discussion of the website renewal notice. Rob Schroeder informed COC members that the server for the website was not running properly due to property language from Word

Press and will not operate with present version. We will need to be update to the latest version, which is more secure and faster. Rob is looking into pricing and it would range from \$8 to \$16 per month from same company.

Peggy Russell made a motion to change server and allow Rob to explore best price not to exceed \$16, Jennifer Harnish seconded the motion. All in favor, motion passed.

Committee Reports:

HMIS: Matt Robbins provided the HMIS report for HMIS Chair, Linda Bookwalter. He provided a Point in Time count prepared by LeAnn Spenser. There will be on site training from Deb Little. If you have questions, contact Deb at 800-536-6474 or send an email to dlittle@msi.org. Coordinated entry come up with different plan. There are two different things about HMIS, one is annual site visits that are required and to provide specific technical assistance. Deb has visited a couple of agencies and will be visiting the balance of HMIS agencies. She will give Linda a plan and will be following up. Will be trying to have visits completed by end of May or first of June, preferably before NOFA comes out. Deb Little also noted that income updates are required annually in HMIS, so for ESG clients, you need to remember to exit them from the program.

Child/Youth Education: The Regional Office of Education had a state conference in March. On April 1st the homeless count was 4,958. May 15th there will be an update. The ROE's have funds to assist if students/families are needing help. This covers all the 27 counties. Can assist with hygiene items or other needs. These funds need to be spent by June 30th. You can reach Johana Sullivan at 618-967-6089 for further information or if you want to receive booklets and/or flyers. You can reach We need to add some items to this committee to be in compliance with NOFA grant.

Public Education: Most of the report was given earlier about the website. Discussion of one sever to another server – will look for good price, less than \$100. Peggy made motion for Rob to move server to website on his own, second Camille Dorris.

Membership: The contact list was sent around for everyone to update and make sure everything is accurate and put the best way to contact on list. Jennifer Harnish, membership chair, discussed the letter to encourage more participation in our Continuum. Nothing specific on letterhead, which is going to be made. Brochures will be updated, recommend putting Southern Illinois Coalition for the Homeless – PO Box 955, Marion IL 62959. In the future, COC will pay for a PO Box. Once it get updated will bring to meeting for every to see before they are made.

Program Evaluation: There was discussion in board meeting about the evaluation form. Your APR may shift emphasis on HUD. It will be sent out a head of time of evaluating agencies. Hud program evaluation will be completed by end of July. Two or three programs can be done in session. Site visits on projects will include fiscal and programmatic. HUD monitoring tool –

priority will not change. Renewal based on project. New based on priority. More points get more points on renewal. Point in time count show need more beds for youth.

FY 19 ESG financial monitoring of ESG program. FY 20 ESG will use new forms. There are 1 for ESG carryover, 1 current ESG year and Homeless prevention. When Peggy make changes to form, she will send it out.

New Business:

FY 20 ESG Program: Different with grant application. The latest was sent to ESG program in Springfield. General questions about ESG – 24 counties, refer out for rapid rehousing. A question was raised about a way to stream line referral/application process.

Homeless Prevention – July 1st is start of new program – have heard nothing on this. Crosswalk have homeless prevention funds to spend.

2019 NOFA need to get something on website.

Letter of intent for bids for grant writers. Deadline to be end of May. Linda and Camille worked on language to get it to Rob. Late May or June for HUD to get something out. Bring letter of intent for HUD funds. Need letter of intent to Linda by May 10th, close of business.

The Southern Illinois Healthcare Foundation had requested a letter of support for SIHF's programs and services. They have 30 facilities within our 27 county area that they serve. sue asked for a motion to approve the letter of support for SIHF. Camille made a motion that we write letter of support, Wally second. All were in approval.

There was discussion about future letters of supports from the continuum and whether they had to go before the full board since we only meet every other month. After discussion, Sue asked for a motion to approve letters of support. Jeannine made a motion that it is ok to provide letters of support as long as they are an active member and that it is acceptable for the President of Continuum to make a judgement call, as long as the mission is in line with the Continuum. The motion was seconded by Ashton Madsen. All vote aye, motion passed.

Old Business:

2018 NOFA: The SICOCN's HUD debriefing scores were sent to us on March 6th, following an earlier recorded debriefing. Of the 200 Points maximum, our continuum scored 165.75, which was a very good score. 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 we were awarded three new projects.

Coordinated Entry: Deb will be coming around to the agencies, her goal is to be completed by end of May.

Coordinated Entry form, terms updated with the person to sign and date of service.

Point-In-Time Count – Two pages have to review. Dorian will send out Point in Time summary.

Updates and Announcement:

SDC IRT Event: There is a Tri-State event that is providing free vision, medical and dental. June 14-22 at Missouri - Minor, Kentucky – Ballard and Illinois – Cairo High School. Posters were brought for agencies to place in their agencies for advertisement.

Southern Illinois Coalition for the Homeless is celebrating it's 30 year anniversary dinner in fall. Discussion about the warming center in Carbondale with Good Samaritan and city coop that was held this winter. Camille states it was a pop up type shelter; the even was spearheaded by the Interfaith Council. Camille also stated the shelter averaged nine residents per night with 16 being their highest count.

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

Next meeting July 11th, motion to adjourn Matt Robbins, second Jeannie Woods.