

SICO CN Membership Meeting

Location: Mantra-Con, Marion, IL

Thursday, July 11, 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: Monica Cruthird, Shawnee Development Council; Renee Kindle Shawnee Development Council; Sue Castleman, BCMW; Anna Margrum, Women's Center; Matt Robbins, SWAN Services; Jennifer Duskey, Bethany Village; Wally King, Bethany Village; Diana Brawley Sussman, Carbondale Public Library; Jeannine Woods, Cairo Women's Shelter; Patricia Sawyer, IMC; Erin McNamara-Stafford, Molina Healthcare; Bethanne Chance, Crosswalk CAA; Angel Wilson, Good Samaritan; Peggy Russell; Margaret McKenzie, Family Counseling Center, Inc.; Jen McArthy, Lifeboat Alliance; Robert Schroeder, Western Egyptian; Camille Dorris, SICH; Sharon Atchison, Lighthouse Shelter; Bridgette MaoRizzo, Jackson County Housing; Crystal Meinders, Light the Way; Johna Schullian, ROE #21; Harlie Bivens, Family Counseling Center Inc.

Approval of Minutes:

The minutes of the May 9, 2019 meeting were reviewed. Matt Robbins made a motion to approve the minutes. It was seconded by Wally King. All were in favor; minutes were approved.

Treasurer's Report:

Treasurer, Peggy Russell reported that the balance on hand as of 6/30/19 was \$6,191.67. We received 2019 dues from two agencies. Disbursements were made in June to Robert Schroeder for Web Fees of \$273.79. Jeannie Woods made a motion to approve Treasurer's Report, second by Camille Dorris. All were in favor; Treasurer's Report was approved.

Committee Reports:

HMIS: Matt Robbins provided the HMIS report for HMIS Chair, Linda Bookwalter. Site reviews have been done for seven agencies. There are five remaining site visits to do. Agencies will be contacted to schedule a visit. Data Quality reports were emailed to agencies on 7/9/19. If an agency did not receive a report, then the agency did not enter any data since 10/1/18 or they have already successfully cleaned up their data.

HUD NOFA information is out and agencies have already submitted their letters of intent back in May. Due dates are forthcoming on the NOFA grant.

Matt stated that the HMIS Code of Ethic forms need to be submitted to Linda. Need to do as soon as possible. If staff has left agencies let her know so that she can remove names form list.

Child/Youth Education: Johna stated there was nothing new to report at this time, but she does anticipate needing a signature for their application from the SICOCN board. They also hope to be fully funded with their homeless youth funding.

Public Education: Rob Schroeder stated that he did get the website moved to a new server. It is the latest version of software; Word Press has moved to second site. Website is sicocn.org. Items posted on website are minutes, notice, latest agenda and Notice for Grant Writer. Only application for grant writer is LeAnn Speiser. It will remain open until July 19th.

Membership: There was no report. If anyone has any updates to the contact list, give information to Sue today and she can let Jennifer know.

Program Evaluation: Peggy Russell stated no evaluation completed so far. NOFA came out, will look over to see if our existing instrument could be used. They will email a copy to look over before they come out to evaluate.

The due date is September 30th for NOFA to be completed. Individual grants will need to be submitted in e-snaps and sent to Camille thirty days before the full grant due date to allow time for ranking and review. We should have something posted in the next couple of weeks on website and emails sent out to HUD NOFA grantees

New Business:

New People: Diana Brawley Sussman, Carbondale Public Library. Talked about their programs and how they utilize SIU, Social Work Interns. They use the interns to interact with customers accessing programs at the library. They also played a part in the Warming Center held this past winter.

Erin McNamara-Stafford, Molina Healthcare talked about engaging the community in healthcare. She is more involved in the Madison and St. Clair County Continuums. Regina, deputy director of housing is a valuable resource for her.

2019 NOFA: notice is out on website. Camille stated that there is not a whole lot of changes from last year. Expansions or reallocation options for new projects. Emphasis on participating in Coordinated Entry. 2.3 billion nationally and 50 million bonus dollars. Individual project information will be sent out to grantees.

Grant Writers have until July 19th at 4 pm to put in a proposal to write the COC grant. Only one proposal came in as of our July meeting. The SICOCN doesn't meet again before the grant writer needs selected. The bid we have now is for \$3,500 including submitting the grant. Rob made a motion to have the board vote after July 19th, second by Jeannie Woods. All vote aye. Monday, July 22nd will do board vote for grant writer.

November Annual Planning Meeting: Camille will check with John A Logan to see if we can hold it there again this year. November 7th will be annual planning meeting. Asking for volunteers to help with planning meeting. Camille and Sue will be on committee. Any ideas of what we want at the Planning Meeting. Couple of ideas include something with homeless youth and outreach. Someone asked if training could be recorded to help people not there, something that could be loaded to website. Group missing is mental health. List of people that should be attending send to Jennifer. Any ideas for November Planning Meeting let Sue or Camille know.

PH-RRH and Joint RH/PH & RH CoC Policy Discussion: Camille stated we need more policy and procedures for PH-RRH and RH/PH & RH. Review those that include HUD CoC programs as guidance for new programs. Continuum will give guidance on PH-RRH. Camille will talk with Linda and get something out before next meeting.

Next meeting will be of a vice president and treasurer. Nominating Chair – it was open for anyone who wants to volunteer to be nominating chair. Rob Schroeder will be nominating chair and he asks for someone to work with him. We will also have to vote on Region Reps. Wally and Jenny will help.

Old Business:

Coordinated Entry: We discussed doing a better job of entering homeless people in the HMIS system. You must use the HMIS system if you receive funds from HUD or ESG. We would like for Deb Little to write up instructions for everything, step by step guide.

We also need the coordinated entry screening form revised so the customer can sign and date as right now there is no signature line.

Updates and Announcement:

Southern Illinois Coalition for the Homeless is hosting a landlord property forum on July 26, 1 pm at the Civic Center; City of Carbondale is hosting with them. They will also be meeting with the Egyptian Board of Realtors in August in Marion.

ROE: Johna Schullian stated that their homeless education training dates are September 17 – Norris City; September 19 – Kaskaskia College-Centralia; September 20 & October 2 – The Pavilion – Marion. This is McKinney-Vento Homeless Training, serving 27 counties and school districts. This is free training to make connections. If need further information let Johna know and she will email you a flyer.

Illinois Migrant Council: announced have funding for work migrants and seasonal workers. Emergency assistance such as food, gas to get to employment, and training programs. Call Pat Sawyer or technology center in Cobden.

Next meeting September 5, 2019, Crosswalk in West Frankfort

Jen McCarthy motion to adjourn, seconded by Monica Cruthird.