

*A home for everyone*

**Board of Directors Meeting Agenda**  
**February 10, 2021 | 10 –11:30 am**  
**Meeting Location:** Virtual Zoom

**Board members:** Nancy Baglietto (President), Kia Phillips (Vice-President), Jason Winters (Secretary), Louise Arquilla (Treasurer), Mike Dent, Kathie Denton, Susan Farrington

1. **Call to Order / Roll Call**
2. **Approval of Agenda** Action  
Review proposed Agenda. Make revisions/additions, as necessary.
3. **Approval of Meeting Minutes** Action  
ATTACHMENT: Minutes from January 13, 2021
4. **HMIS Coordinator Report** Information  
ATTACHMENT: HMIS Administrator Report *Tammy Gregerson*
5. **HEAP Interest Earnings | CESH Balance** Action  
ATTACHMENT: HEAP & CESH funded programs  
HEAP interest = \$6,360.01 CESH balance = \$16,000 *Scott Thurmond*
6. **ESG CV2 Agency Funding** Action  
Placer CA-515 | Nevada CA-531 *Scott Thurmond*
7. **RFP for Agency Oversight** Information/Action  
*Nancy Baglietto*
8. **Upcoming Funding Competitions – Systems Discussion** Information  
*Nancy Baglietto*
9. **HMIS System Administration** Information/Action  
Consider recommendation *Nancy Baglietto*
10. **Outcome & Measurements Committee** Information  
ATTACHMENT: Program evaluation(s) *Scott Thurmond*
11. **RFP Process for CoC Coordinator Services** Information  
Update on the process *Nancy Baglietto*
12. **CoC Coordinator Report** Information  
ATTACHMENT: Report for Jan 2021 *Scott Thurmond*
13. **Annual Meeting: Election of Officers** Action  
Nominations will be accepted and voted on for these offices:  

President	Vice president
Secretary	Treasurer

**Committee Assignments** (2 directors per)
  - Placer CoC – Louise Arquilla and Kia Phillips
  - Nevada CoC – Nancy Baglietto and Jason Winters
  - Audit Committee – Louise Arquilla and Nancy Baglietto*All*

**Meeting Adjournment**

Next meeting date: March 10, 2021

**Homeless Resource Council of the Sierras**  
**Meeting Location: Video Conference via Zoom**  
**February 10, 2021 10–11:30 a.m.**  
**Meeting Minutes**

<p><b><i>Call to Order- Roll Call</i></b></p>	<p>Nancy Baglietto called the meeting to order at 10:11 a.m.</p> <p>In attendance: Nancy Baglietto, Kathie Denton (arrived 10:13 am), Jason Winters (left the meeting at 11:27 p.m.), Louise Arquilla, Susan Farrington, Kia Phillips  Absent: Mike Dent</p> <p>Others in attendance: Scott Thurmond, Carol Souza Cole, Nick Golling, Tammy Gregerson, Isaias Acosta</p>
<p><b><i>Agenda/ Minutes Approval</i></b></p>	<p>A motion was made by Susan Farrington and second by Jason Winters to approve the agenda as presented.  <i>Motion passed</i></p> <p>A motion was made by Jason Winters and second by Louise Arquilla to approve the January 13, 2021 minutes as presented.  <i>Motion passed; 1 abstention</i></p>
<p><b><i>HMIS Coordinator Report</i></b></p> <p><b><i>HEAP Interest earnings   CESH balance</i></b></p> <p><b><i>ESG CV2 Funding Recommendation</i></b></p>	<p>Tammy Gregerson reviewed the January report with the board. It was requested that the reports contain more detail about this work.</p> <p>The board reviewed the list of the HEAP and CESH grantees. With the 5% youth requirement it makes sense to target the small amount of HEAP interest be allocated to a youth organization. Susan Farrington recommended Whole Person Learning.  The HEAP interest amount is \$6,360.01 and the CESH balance is \$16,000</p> <p>A motion was made by Susan Farrington and second by Louise Arquilla to designate the HEAP interest of \$6,360.01, along with any other residual interest, to Whole Person Learning.  <i>Motion passed; 1 abstention</i></p> <p>A motion was made by Kathie Denton and second Kia Phillips to designate the CESH balance of \$16,000 to HMIS.  <i>Motion passed.</i></p> <p>The board reviewed a list developed by consensus with agency representatives interested in this funding in the CA-515 and CA-531 CoCs. The Unity Care amount will be included from the reserve from each CoC. Mr. Thurmond noted that the HAP 2 funding will require the inclusion of smaller agencies, and those not previously participating in the CoC.  ESG CV Round 1 funding contract has just been received from the state; CoC contracts will be sent out soon.</p>

	<p>A motion was made by Kia Phillips and second Susan Farrington to accept and approve the funding recommendations presented for the Emergency Solutions Grant Coronavirus Round 2, pending approval by CA-515 and CA-531 and retroactive to January 1, 2021, assuming all items requested are deemed eligible for funding. <i>Motion passed</i></p>
<p><b><i>RFP for Agency Oversight</i></b></p>	<p>Nancy Baglietto stated that if funds are being allocated to smaller nonprofits is it necessary that HRCS should provide technical assistance to these agencies receiving funds. These state and federal funding programs come with stringent requirements, such as reporting. Smaller nonprofits may need assistance with putting necessary processes in place to be compliant with grant requirements. Ms. Baglietto asked the board to consider the idea of paying someone to provide these services, and use administrative funding from some of the larger grants, and how to administer a selection and contract process for this service. HHAP was going to be focusing on allocating funding to smaller non-profits going forward and in order to do this, we need some systems in place to insure proper financial management and agency capacity through training and support. This item will be continued for further discussion.</p>
<p><b><i>Upcoming Funding Competitions – System Discussion</i></b></p>	<p>The board has had informal meetings to discuss the proposal for managing the HMIS. Recommendations include allocating ESG CV2 funds of \$84,000 for HMIS licensees, including prioritizing new agencies, with funding for 20 new licensees; embed 1 FTE HMIS 0.5FTE each at Hospitality House and The Gathering Inn) for \$130,000; enhance Coordinated Entry with 1 FTE for \$100,000; and provide Outcomes and Measurements Committee Support with 0.75FTE for \$75,000.</p>
<p><b><i>Proposal for HMIS System Admin.</i></b></p>	<p>After the CoC Coordinator contract process is complete, it was agreed to increase the .75FTE for support for the Outcomes and Measurements Committee to 1 FTE, and include the management of this work within the CoC Coordinator’s responsibility.</p> <p>A motion was made by Susan Farrington and second by Louise Arquilla to approve the plan for allocation of these amounts for HMIS and Coordinated Entry services. <i>Motion passed.</i></p>
<p><b><i>RFP for CoC Coordinator Services</i></b></p>	<p>The letter of interest process for CoC Coordinator services will begin soon.</p>
<p><b><i>Outcome &amp; Measurements</i></b></p>	<p>The board received and reviewed evaluation reports of the Outcomes and Measurements Committee for Brunswick Commons and the SAFE program, both in Nevada County. It was announced that Nick Golling and Isaias Acosta are stepping down from their co-chair roles on the committee. Tammy Gregerson and Cassandra Leshment are interested in serving as co-chairs of the committee.</p>

<p><b>12. CoC Coordinator Report</b></p> <p><b>13. Annual meeting, election of officers, audit committee</b></p>	<p>Mr. Thurmond reviewed his written report and current activities of the CoC coordinator.</p> <p>A motion was made by Louise Arquilla and second by Susan Farrington to elect these officers for 2021:  President – Nancy Baglietto  Vice president – Kia Phillips  Secretary – Jason Winters  Treasurer – Louise Arquilla  <i>Motion passed.</i></p> <p>The committee assignments were reviewed -</p> <ul style="list-style-type: none"> <li>• Placer CoC – Louise Arquilla and Kia Phillips</li> <li>• Nevada CoC – Nancy Baglietto and Jason Winters</li> <li>• Audit Committee – Louise Arquilla and Nancy Baglietto</li> </ul>
<p><b>Meeting Adjournment</b></p>	<p>The meeting adjourned at 11:46 a.m.</p>

BOARD APPROVED: March 10, 2021