

*A home for everyone*

## **Board of Directors Meeting Agenda**

**March 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 February 10, 2021
4. **Quarterly Financial Report** Information  
*Kathy Mollett*
5. **HMIS License Fee Budget Authorization** Action  
*Amy Wyatt*
6. **HMIS Contract and Operations / Scope of Work** Information
  - **Embedded HMIS Assistant Job Description/Service Contract** *Scott Thurmond*
7. **Outcome & Measurements Committee** Information  
*Scott Thurmond*
8. **HMIS Coordinator Report** Information  
ATTACHMENT: HMIS Administrator Report *Tammy Gregerson*
9. **CoC Coordinator Report** Information  
ATTACHMENT: Report for Feb 2021 *Scott Thurmond*
10. **Technical Support for Non-Profits Requesting Support Upon Receiving Grant Awards** Information  
*Nancy Baglietto*
11. **Sierra Roots Operations** Information  
*Scott Thurmond*

***The board will adjourn to a board members only closed session***

1. **RFP and process for CoC Coordinator Services** Information/Action  
*Nancy Baglietto*

**Meeting Adjournment**

*Next meeting date: April 14, 2021*

**Homeless Resource Council of the Sierras**  
**Meeting Location: Video Conference via Zoom**  
**March 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 10:06 a.m.</p> <p>Board members in attendance: Nancy Baglietto, Jason Winters, Louise Arquilla, Mike Dent, Kathie Denton, Susan Farrington  Absent: Kia Phillips</p> <p>Others in attendance: Scott Thurmond, Carol Souza Cole, Amy Wyatt, Isaiah Rich-Wimmer, Tim Giuliani Tammy Gregerson, Isaias Acosta, Nick Golling</p>
<p><b><i>Agenda/ Minutes Approval</i></b></p>	<p>A motion was made by Mike Dent and second by Jason Winters to approve the agenda as amended (financial quarterly report removed, place HMIS Coordinator after approval of the minutes).  <i>Motion passed</i></p> <p>A motion was made by Jason Winters and second by Susan Farrington to approve the February 10, 2021 minutes as presented.  <i>Motion passed. 1 abstention</i></p>
<p><b><i>HMIS Coordinator Report</i></b></p> <p><b><i>HMIS License Fee Budget Authorization</i></b></p> <p><b><i>HMIS Service Contract; Scope of Work</i></b></p>	<p>Tammy Gregerson reviewed the monthly HMIS Coordinator report with the board. She will be further exploring the opening up of the HMIS system. She stated the Point in Time Count data is being reviewed for accuracy and should be released soon.</p> <p>Amy Wyatt reported on HMIS funding from multiple grant sources. Approximately \$84,000 is available for HMIS purposes from these grants. Currently there are 68 licenses and upwards of 80 users. Amy will work with Kathy Mollett and Tammy Gregerson to assist users with fee reduction and license payments.</p> <p>A motion was made by Susan Farrington and seconded by Susan Farrington to approve the use of ESG CV1&amp;2 HMIS funding to provide license fee payments to ESG recipients in full beginning November 1, 2021, and to reduce fees with the remaining funding for the balance of HMIS users to begin as soon as possible.  <i>Motion passed</i></p> <p>Scott has spoken with Connecting Point representatives regarding the HMIS System Administrator contract. Connecting Point is looking for clarification on the work, particularly in light of the recent reorganization of HMIS staffing that includes embedding HMIS support positions at The Gathering Inn and Hospitality House, along with a new position to support the Outcomes and Measurements Committee. The board discussed concerns about the use of Coordinated Entry, data quality, user training, and the creation of a robust HMIS system. It was noted that call volume has increased for Coordinated Entry, wait time for callers is unsatisfactory and results people needing shelter experiencing delayed entry.</p>

<p><b><i>Outcome and Measurements Committee</i></b></p>	<p>The board agreed to hold a special board meeting with Connecting Point to discuss 211, coordinated entry, HMIS, contract compliance, and meeting our HUD responsibility for individuals who are homeless. Isaias and Nick will draft an outline for services by March 19. The special board meeting may be scheduled for the following week.</p> <p>The report from the Outcomes and Measurements Committee was tabled to the April meeting.</p>
<p><b><i>CoC Coordinator Report</i></b></p>	<p>Scott Thurmond reviewed the February report of the work of the CoC Coordinator with the board and stated much of the work has involved getting out ESG CV 1 &amp; 2 contracts to grant recipients.</p>
<p><b><i>Technical Support for Nonprofits Requesting Support Upon Receiving Grant Awards</i></b></p>	<p>There are several new or less experienced agencies receiving recent CoC grant funding. Some of these agencies may be in need of training on compliance with grant requirements, including restrictions on how the funding may be used. Approximately \$300,000 in ESG CV administration funding could be used for agency organization development training. The CoC Coordinator and a CPA could work together to provide this training. Scott Thurmond will follow up on developing this opportunity for funded agencies.</p>
<p><b><i>Sierra Roots Operations</i></b></p>	<p>Sierra Roots had a former client die after a law enforcement interaction. Nevada County had put their contract for services with Sierra Roots on hold while an investigation was being conducted. Paul Cogley of Sierra Roots sent a memorandum to Scott Thurmond explaining the situation. This memo will be sent to the board.</p>
<p><b><i>Closed Session</i></b></p>	<p>The board members re-convened in closed session. All other meeting participants left the meeting.</p>
<p><b><i>RFP and process for CoC Coordinator Services</i></b></p>	<p>The Board discussed the CoC Coordinator RFP draft and the full board will review for final approval. Plans are underway to begin posting the RFP in the coming weeks.</p>
<p><b><i>Meeting Adjournment</i></b></p>	<p>The meeting adjourned at 11:54 a.m.</p>

BOARD APPROVED: APRIL 14, 2021