

**SDHHC**  
**Policy Advisory Committee (PAC)**  
**1/09/2020 Meeting Minutes**

**Members present**

Joseph Tielke, Co-Chair  
Sherry Scudder, Co-Chair  
Alexandra Miller  
Jamie Kirsch  
Kathy Rutten  
Lisa Schrader  
Melanie Bliss  
Anita Deranleau

**Members absent**

Kim Hansen, Secretary/Treasurer  
Mark Kiepke  
Montie Barkley

**Other attendees (SDHDA)**

Davis Schofield  
Denise Albertson  
Lorraine Polak

**Agenda**

- Review meeting minutes for 12/12/19  
The PAC approved the December 2019 meeting minutes. Sherry initiated the motion to accept and Alex provided the second. The motion was passed.  
Davis reported that he will be absent from SDHDA and on leave Jan. 13-17.
  
- Legislative Day is 1/24/2020  
SDHHC will partner with NAMI and this includes a lunch. An email will be delivered to SDHHC to inform and seek folks interested in representing the Consortium at our table. Marketing materials are being developed. Information was sent out on past marketing materials in order that PAC members can understand the sort of flier that SDHDA marketing staff can assist us to create. PAC members may receive reimbursement for mileage to attend. There was a general discussion on Legislative Day and the promotion of knowledge about homelessness in SD. Denise provided information on Coordinated Entry that may be useful for the flier. Melanie discussed her concerns with displaying information in a clear concise manner. Jamie voiced concerns with displaying information on reductions in homelessness from the 2019 PIT Count and instead suggested displaying information on five-year trends that may be more appropriate. Lorraine provided information and informed PAC that SD Housing for the Homelessness is not requesting funding from the legislature and providing information that informs and does display accomplishments is appropriate. Lorraine plans to continue to work with SDHDA marketing department to produce a flier. Flier drafts will be distributed for comment in the coming days.

Davis reported that the flier will be distributed to legislators and may be used as talking points by folks representing SDHHC Legislative Day at Capitol Rotunda.

- Point-In-Time Count and Housing Inventory Chart Report  
The PIT Count day for SD is Tuesday, 1/28/2020. Davis is working with Mobile Application provider SIMTECH Solutions as the App has a number of old projects that are cluttering the process. Davis has been following-up with requests made to SIMTECH for changes. The options for archiving unused/retired projects in Application is moving forward. The order of the three survey options has been adjusted so that the “observation survey” has been moved to the third option. There was a training for PIT Count on Jan. 7 in Rapid City that was very well attended. The room was essentially full. PIT Committee meetings continue on a bi-weekly basis. There was a discussion on issues associated with adequate housing and the PIT Count. Davis provided the PAC with a draft of a form that may be used to capture data on the physical characteristics of inhabited homes in South Dakota. Jamie reported her concerns with the issue of the PIT Count parameters and concerns with the physical state of homes and policies regarding homelessness determination. There was PAC discussion about the draft form.
- CoC Emergency Transfer Plan  
Davis has been researching VAWA requirements and information via the HUD Exchange as directed by PAC. The guidance seems to be that CoC’s and CoC grantee agencies providing housing need to have a VAWA compliant Emergency Transfer Plan in place for their projects. The CoC Grantee agencies have been provided information on VAWA requirements including slides from HUD webinar, copies of example forms, etc. with links. This issue is on the agenda for the Jan. 30 CoC Grantee Work Group Meeting. Jamie requested that an explanation for the various acronyms found in the current CoC and PAC approved VAWA document be provided. Davis reported that the current plan is to work with the CoC Grantees to obtain their Emergency Transfer Plans and to review the plans for compliance. This requirement may be considered by PAC as a part of the next CoC funding competition requirements.
- The PAC all agreed and the meeting was adjourned.

\*Next PAC meeting Tuesday, February 13<sup>th</sup> at 11 AM CDT.