

SDHHC
Policy Advisory Committee (PAC)
09/10/2020 Meeting Minutes

Members present

Alexandra Miller, Chair
Kim Hansen, Secretary/Treasurer
Mark Kiepke
Jamie Kirsch
Anny Libengood
Sherry Scudder
Joseph Tielke

Members absent

Anita Deranleau
Montie Barkley
Kathy Rutten
Lisa Schrader

Other attendees (SDHDA)

Davis Schofield
Denise Albertson
Lorraine Polak

There were seven members of the PAC present today to meet a quorum.

AGENDA:

- PAC minutes 8-20
-Sherry made a motion to approve and Kim did a 2nd. The minutes from August were approved by the PAC.
- SHMIS Data Quality Plan (review & updates still in process)
- SDHMIS Agency Partnership Agreements (review & updates still in process)
- Homeless Prevention Build-out report
-There will be an assessment tool through HMIS.
-The scope of work for the prevention build-out will be \$12,000. Denise discussed the time included for Eccovia to build-out our current system to accommodate the changes. Eccovia has suggested doing this as a separate report so that changes can be made in the future. They are also working on a video for us. Sherry made a motion to approve this process, Kim made a second motion and the PAC agreed to pass the process.
-Anny inquired as to whether changes can be made later and wanted clarification on the pros and cons of going with this process.

-A section will be added to the CES manual. Stephanie Monroe will be coming on as the state CES Coordinator and will be working on the manual.

- CES Administrator hire
 - Stephanie Monroe has accepted the position of our SD CES Coordinator. She will begin her new role Tuesday, September 16, 2020 and will be working from her home in Baltic. Stephanie has played a role in the Homeless Consortium and other homeless
 - Primary role will be to look at CES and work on expanding the system, looking at additional funding, working on affordable housing, etc.

- CoC, ESG, & HUD updates
 - CoC Still waiting for guidance from HUD as to how this will be presented. There have been substantial changes.
 - ESG again waiting for guidance from HUD, due to the new funding for COVID. Denise shared that there is a question and answer meeting Thursday, September 17, 2020 at 10:30AM CDT. If you have questions or are interested in updates, please attend. If you have not received an invitation, let Denise know. Several different points will be addressed in relation to the grant money received. The notice was released and there is a lot of information in it. Funding can be awarded to public housing authorities; this has not happened with other funding opportunities.
 - One year left on HMIS NOFA.
 - HUD contacted us directly due to our COVID numbers. There is a crisis response team available if anyone needs it in their community.

- PIT Count survey expansion discussion
 - Committee is meeting today. Looking at updating the process. Moving forward the VA received funding for the mapping and data process to be uploaded in our HMIS system.
 - Quarterly meeting for the Consortium is September 15th, attendance has been outstanding. Please continue to encourage other entities to attend.
 - The PIT committee has been meeting regularly to prepare for the count, which will be January 26, 2021.
 - There has been some discussion about adding some pieces such as doubled up, an inadequate housing with Symtec. The committee will be submitting a proposal and presenting it to the PAC. The goal is to have it to us by our October meeting.
 - HUD has not made their intentions clear as to how the count will be conducted due to COVID-19. Davis will update us as soon as he gets clarification.

-There was some discussion in an email about having a platform to allow for electronic questions and proposed changes on documents. Denise checked with the SDHDA IT department and they will not allow this with the Google Docs program. Alex asked if anyone else was aware of any other platforms out there. Sherry asked for highlighted areas that we are specifically looking at change on documents for time saving purposes. Lorraine suggested following up with SDHDA IT to see if they can suggest an alternate platform, as no PAC members had other ideas.

-The SDHDA website is still having some problems as far as working properly; this is being addressed.

-Joe inquired as to whether we have a vacant seat. Anny reached out to our member and they will commit to the meetings going forward. There is a lot going on in her area, so this may be creating a problem with her being able to attend. Anny agreed to reach out again. One thing that was discussed is whether she can appoint someone in her area to take her place, or if they would have to be elected by the PAC. Alex read the clause from the by-laws and this is possible. We will revisit this at our next meeting.

The PAC agreed to adjourn. Our next meeting is Thursday, October 8th at 11AM CDT/10AM MDT.