

**MO BoS CoC Board of Directors
Board Minutes
September 22, 2022**

Board Chair, Martha Sander called the MO BoS COC Board of Directors to order at 11:02 am on Thursday, September 22, 2022.

Roll call was taken with the following board members present: Angella Holt, Ann Gosnell-Hopkins, Becky Poitras, Kelli Kemna, Mark Kirchhoff, Stephanie Culter, Reginald Jennings, Steve Hollis, Sharon Cobb, Tysa Coleman, Glenna Wilson, Nicolle Hahn, Michael Tonarely, Melissa Stickel, Nathaniel Meece, Erica Robbins and Belle De la Cruz.

Others in attendance: Annie Burkhalter, Jessica Macy, Michelle Sumner.

Absent: Angela Webb, Anthony Smith, Alissa Weber, Calvin Garner.

Poitras moved to approve the agenda, with the addendum to add a special item to call a special board meeting to approve the Priority Listing. Gosnell-Hopkins seconded the motion. Motion carried.

Gosnell-Hopkins motioned to approve the August 25, 2022 minutes as submitted; Jennings seconded. Motion passes.

Old Business:

Non-HMIS Prioritization List

- Lead Agency is working in tandem with ICA to implement Smartsheet platform. ICA will assist in the process, currently forms and fields are being created for user needs. Lead Agency will provide training on how to use the platform. ICA will have access to help manage the list. This platform is in compliance with requirements for a shared database. The Lead Agency's goal is to have this platform up and working by October. For technical assistance, users would request through the Lead Agency first, with the possibility to defer to ICA as needed.
- There was mention of previously working with Well Sky for a Non-HMIS platform parallel to the HMIS system. Poitras will provide Tonarely evidence of this.

New Business

Coordinated Entry Committee

- Coordinated Entry Written Standards
- Poitras moved to approve the Coordinated Entry Written Standards and Cobb seconded the motion. Motion carries.

Grants Committee

- Ratification of the Rank and Review Panel for the annual CoC NOFO
 - Jennings moved to ratify the Rank and Review panel and Cobb seconded the motion. Motion carries. Kemna, Poitras, Gosnell-Hopkins and Hahn abstained from vote.
- Ratification of the Supplemental NOFO scorecard.
 - Jennings moved to ratify the Supplemental NOFO scorecard and Gosnell-Hopkins seconded the motion. Motion carries. Kemna, Poitras, and Hahn abstained from vote.

Rank and Review Discussion

- The board discussed several issues with the Rank and Review process for the annual CoC NOFO Fy 2022.
 - Budgets not required for project submission
 - Not enough time allotted for Rank and Review training and scoring

- Rank and reviewers not utilizing a consistent scoring system while scoring; some used 0-5-10 while others scored on a range of 1-10.
- One Rank and Review panelist did not score all projects.
- Solutions: The Lead Agency will remove all scores from the Rank and Review panelist that did not complete scoring of all projects. Lead Agency now has budget for new projects from *e-snaps* to include in Priority Listing. Correct Priority List will be presented to Rank and Review Panel for approval, then to the Board for final approval. Moving forward, will ensure more ample training has been provided to Rank and Review panel, as well as providing time as allowed with the NOFO timeline. The board also discussed the option of getting technical assistance or board led workgroup to work with the Lead Agency for the NOFO process.
- Timeline: Friday September 23, 2022 by 9 am, the Lead Agency will submit corrected Priority List to the Rank and Review Panel for approval. Agencies will have until Monday September 26, 2022 by 10 am to appeal corrected Priority Listing with rejections. Rank and Review Panel will have until Tuesday September 27, 2022 to review appeals and respond via email.
- Cobb motioned to approve solutions for the annual CoC NOFO for FY 2022, Hollis seconded. Motion passes. Jennings, Gosnell-Hopkins, Poitras, Culter, and Kemna abstain from vote.
- **HMIS Lead Report**
 - Tonarely provided the board with a review of the HMIS lead report. Notable items include:
 - Preparing for LSA and SPM data clean up.
 - There will be webinars in Octobers for agencies and
 - additional information in newsletters sent out.
 - Regional system admin should be sending out information as well.
 - Annual agencies user renewals have been delayed due to new training platform issues.
- **Lead Agency Report**
 - Meece provided board with review of Lead Agency report. Notable items include:
 - Lead agency has provided technical assistance to: CE resolutions, Call Center and regions they work with, Regional Roles and Responsibilities, CES RGI Feedback question implementation
 - Priorities next month:
 - Final NOFO communication and publishing process,
 - Supplemental NOFO competition resources and applicant review, and providing ample Rank and Review training,
 - Providing data reports,
 - Executing the Full CoC Membership meeting,
 - Point in Time Count Report final approval and publication, per board direction.
 - Supplemental NOFO. The board asked what the Lead agency needed support on and had several suggestions to improve:
 - Rank and Review panel should have 2 alternates,
 - Specific instruction on scoring system
 - More time for Rank and Review discussion,
 - Elect a Panel chair,
 - Grants Committee Chair will sit on panel as third-party guidance.
- **Special Board Meetings**

- Tuesday, September 27, 2022 from 12 pm to 1 pm to approve required annual NOFO items.
- Tuesday, October 4, 2022 from 12 pm to 1 pm to approve Supplemental NOFO items.

With no other business to discuss, Poitras moved and Kemna seconded to motion to adjourn the meeting. Motion carried and meeting adjourned at 2:48 pm.