

Missouri Balance of State Continuum of Care Board of Directors

Board Minutes

May 23, 2024

Board Members Present: Angela Webb, Becky Poitras, Kari Utterback, Reginald Jennings, Anthony Smith, Sharon Cobb, Martha Sander, Ann Gosnell-Hopkins, Brian Williams, David Henrion, Glenna Wilson, Lori Concepcion, Robin Durbin

Board Members Absent: Maria Rench, Angella Holt, Darius Johnson, Kelli Kemna, Nicolle Hahn, Sonia Campbell

Lead Agency Staff Present: Nathaniel Meece and Melissa Stickle

HMIS Lead Agency Staff Present: Leah Woods, Tessa Cook, Sandy Wilson, Belle Delacruz-Lysel, Kaitlyn Poepsel

YAB Present: None

Guests: None

Board Chair Sander called the Mo BoS CoC Board of Directors to order by virtual meetings on Thursday May 23, 2024 at 12:06 pm. Secretary Wilson completed roll call. Quorum present.

Sander requested to make an addendum to the agenda to add Gaps Analysis to Old Business Section G. Motion to approve minutes with addendum by Jennings and Second by Concepcion. Motion passed unanimously.

MOU Lead Agency Workgroup: Sander is asking for volunteers to serve on workgroup. Members currently include Sander and Gosnell Hopkins. Poitras, Jennings, Utterback, Cobb volunteered to be on workgroup as well. Jennings reported John Gary would also like to serve on the MOU committee. Committee will also include lead agency staff.

YHDP Updates: Finalizing efforts through CE and Policy & Planning Committees to complete standards for implementation. Most of the site-based projects have begun serving clients. It is not at 100 % capacity, but is ramping up. Durbin asked about people who qualify for both FYI and YHDP and are being told FYI have to be prioritized and not able to use YHDP. Meece reported there are likely some incorrect details in the information and Meece and Durbin will discuss outside of the meeting. Durbin did send a question to HUD how to be able to use YHDP when there are not FYI vouchers in counties.

HUD TA asked about ELOCCS back up, Melissa reported ELOCCS back up has been selected, and they are waiting on approval. HUD TA is assisting with YHDP standards and reported it should be fine if they are completed by 7/1/2024. If you are in a committee reviewing these, please take a look and engage in process. ICA provided a thorough history and Woods provided information on current status. Woods reported on summary of ICA role within YHDP project. (Report included in board packet) Woods reported on history of role beginning in January 2023 to current and implementation process. Woods reported as more agencies begin serving youth, it is a work in progress. Current status is YHDP has gone through first reporting cycle. QPR Quarterly Performance Report SRT Supplemental Reporting tool. YHDP funded projects are required to report on annual/quarterly basis. APR Annual Performance Review, was ran and submitted for each project type. ICA has started talking to lead agency about tracking services in HMIS in order to improve ability to look at performance utilization. Some of the YHDP projects have been struggling with implementation due to state wide eligibility and there has previously not been a process of how to fill openings ICA has been working with committees to ensure there is a process moving forward. There has been some confusion about how Joint Component Transitional Housing-Rapid Rehousing works as currently anyone offered transitional housing must be offered rapid rehousing services and vice versa. Woods reviewed goals moving forward which include improving resources, training data collection and evaluation. Woods also reviewed lessons learned which was to start early, plan for issues and allow time for coordination. Sander asked about the board being able to see reports when they come out (CCP and QPR).

DVIMS Update: No update

SNOFO Update: Learned from HUD field office they needed a few more things to approve, Sander plans to submit this tomorrow 5/24. Gosnell asked about not being in compliance since SNOFO has not yet been transferred.

CoC Full Membership Meeting – June 2024: Full CoC Membership Meeting is June 13th 2024 from 10 am to 3 pm at Grand Glaze Inn at Lake of the Ozarks, MO. Meece reported they are excited to present information in new way and that each meeting feels valuable. Registration is going well and things are moving along nicely. Sander asked about tentative

agenda and Meece reported the following: System Updates, Committee and Region Highlights, Group Activity, ICA update, training on fair housing, lunch, committee/region reports, performance review from ICA, Point in Time Count review, training activity (panel for ongoing discussion of landlord engagement). Agenda is tentative and will be provided before the meeting. Sander asked about the \$30 fee, member agencies are unhappy we are charging a fee for a mandatory meeting. Some people have to pay for hotel, gas, etc. Roberts stated the \$30 fee was for supplies, Sander asked for a clarification on fee. Meece reported the accommodation for the meeting are included in the registration but if a person attends and doesn't eat, they do not have to pay the fee and can attend/vote/etc. Poitras asked for clarification that the fee is not for eating, and Meece reported if a person does not pay, they can attend, but they can not eat and there would not be accommodations for them. Poitras asked what accommodations meant and Meece reported it was for food, snacks. Poitras asked for something to be sent out that stated if you do not pay the food fee, you will be responsible for food on your own. Utterback asked about an opportunity for scholarships if a person/agency is not able to pay and Gosnell reported the planning grant does not cover food costs. Utterback asked about getting a lunch sponsor in the future. Poitras asked for clarification as in the last board meeting the lead agency had not yet signed the contract and was still in works regarding food and if the cost is \$30 for the first person and \$5 for the second, it doesn't balance out what the food cost is. Gosnell asked if there was any pushback from MHDC, Poitras reported no. Sander encouraged to be mindful of cost/location for next in person meeting. Roberts will be sending out requests to presenters for meeting.

NOFO subcontract: Board voted to subcontract NOFO; Stickel wrote a letter to HUD opposing this, Sander asked if Stickel wanted to discuss this. Stickel met with consultant and reported that consultant had concerns about process not being transparent. Stickel reported the consultant stated this "felt icky and her first inclination was to run." Stickel reported she felt like she said everything she needed to say in the letter and this has budget implications. Meece reported he had nothing to add at this time. Sander asked about the updated budget that was requested at the April board meeting and asked when that would be provided as it would be requested for today's board meeting. Stickel reported they have amended their budget due include the change for the consultant fee from the planning grant. Sander reported the board has been discussing these concerns with the lead agency regarding NOFO for quite some time, since last October and concern there was no discussion about concerns about NOFO was not handled appropriately. Sander asked for a response from Stickel. Stickel reported the issues Sander stated were not told to them until they received their evaluation and there is misinformation in the evaluation. Stickel reported there was never information given to them about how this might impact NOFO moving forward. Stickel had concerns the NOFO contract decision was made in closed session and they were not able to collaborate on this. Sander asked why they did not reach out to the board sooner and Stickel reported they did not know the information and felt that once a board votes on something, they do not have a say for anything to be changed. Sander asked why it took 2 months for lead agency to reach out to HUD that they opposed the subcontract. Meece reported there were discussions in the rank and review committee but were unsure how much information they could share. Utterback stated as someone who was involved in the appeals process that she wants to support Martha that what Martha said happened, did happen. Jennings stated there was a debriefing that Meece participated in and these things have been known and have been ongoing conversations. The board stated in the February 2024 meeting that the board was looking for consults and the motion was not placed until April 2024. Jennings asked about the revised budget from lead agency that was approved at last meeting to reflect the subcontractor and Poitras asked for a specific date it will be submitted to the board and Stickel stated it will be submitted to the board by 5.31.2024. Gosnell asked about getting information on budget updates and if the financial advisor can start attending meetings to discuss meetings. Stickel stated the budget person was new and does not know enough about the CoC to attend at this time, but could accommodate this in the future. Stickel stated the board did not meet in January and was also asked for a 3 year budget review which felt more robust than the quarterly information requested and felt that in the past the board has not required this information. Sander reported the board has asked for additional information regarding budgets, for one that was dated and time stamped on them and this was not provided. Sander asked where the budget/financial information is for January/February/March/April for 2024. The board learned in the last board meeting that the lead agency rolled the 12 month planning grant to a 9 month planning grant. Stickel stated that it is the manner in which things are asked and there is no respect to collaborative relationship and they have not been asked in the last 3 years to provide this information. Stickel stated there was no respect for things going on internally with the lead agency and was not asked in an appropriate way to get additional budget/financial information. Henrion asked where we are at in regards to the NOFO consultant and Sander reported the exec committee is meeting with the

consultant later today. Utterback stated that there are systems that need to be addressed/fixed and that the board is not trying to fix one person, but that the system to make it work better. Stickel reported there has been a contentious relationship with the board and MHDC and with them and there are times it is personal and it makes it difficult to try to navigate processes when it is personal for the person who is trying to find how to fix the work that is being done. Stickel stated the processes have largely been absent for the lead agency during the NOFO process and that processes didn't exist and they inherited processes that didn't exist and then the board asks them for things that do not have a process. Utterback asked if the consultant provided training to the lead agency when they took over as that was her understanding and Stickel reported they were trained by the consultant based on HUD information but there are often different information from HUD TA/board expectations. Utterback stated she has heard HUD TA has been extremely helpful and asked if they needed additional training and Stickel reported that the HUD TA and the CoC board often have different views. Stickel reported the HUD TA has been involved in the board meetings as Sander asked how the board was given this information. Stickel stated HUD TA asked how decision was made one sub recipient was selected for SNOFO and if it was still consistent with grant and Sander reported that was not advice that the CoC should not do it, but provided that information to HUD and would still operate how HUD states it will. Stickel reported the grant states it will go to multiple recipients and we awarded it to one non rural recipient. Sander reported they asked that question in the meeting and they said they did not have to go to a rural recipient. Stickel reported there have been multiple times in history that the board went in a different direction than the HUD TA stated. Gosnell reported that she was on the call with the HUD TA who stated we didn't have enough money to do what the board was asking and asked if she could meet with HUD TA. Gosnell reported the recipient had to go to MLM due to them covering all of the counties being covered. Sander provided information about the board voted not to repeat mistakes of doing multiple subrecipients. Sander stated lead agency is in all the meetings/workgroups and Stickel stated that lead agency staff have come to her stating they don't feel like they can talk in meetings. Gosnell asked Meece what his thoughts were in the meeting as he was in and Meece stated he was in the meeting that was decided to go to a 3 region recipient. Utterback stated that the scoring in the meetings was not close and the board has to use the their funds responsibly. Gosnell asked if all the information, scores, etc., be provided to the entire board as it being presented as not a fair process. Sander reported the CoC worked extensively and well with a HUD TA in the past and Stickel reported that HUD TA stated "Alyssa directly said that our board was not compliant with her recommendations" and Sander asked for this in writing and Stickel stated this was verbal conversations and Sander asked to record conversations about the CoC board in the future and inform the board. Henrion reported he has seen HUD TA speak about multiple things so it's possible that they are telling the board and the lead agency different things. Gosnell asked how long the lead agency had done the CoC NOFO and if the board was responsible for training the lead agency for NOFO. Poitras reported the board has attempted to provide guidance and support in regards to NOFO application and have been met with a lot of reluctance and has never been requested to board/grants committee to get more training other than what has already been offered. Poitras reported we are all working for the same cause to work with people experience homelessness and we need to work together and not be reluctant and for there to be resistance. Meece reported they have been missing policies for NOFO since 2021 and Poitras reported they have sent copies of the policies via email and they are on the website. Stickel reported that the items the lead agency has asked about for NOFO has never been sent. Sander asked Wilson if when the lead agency took over from ICA, all of the Coc Board documents were sent to lead agency and Wilson reported that was accurate to her recollection. Stickel reported the records sent were not complete. Sander stated the lead agency is stating the board has not prepared the lead agency and the board will own this, and the board has voted to subcontract the NOFO and in the past when the NOFO was subcontracted in the past the lead agency reported how much they learned from the process/contractor and Stickel reported that it was done in a punitive manner. Sander reported the decision was made without the lead agency present as there is often pushback and things that are asked for are not completed. Gosnell commented on things not being submitted on time such as the gaps analysis, the budget that was asked for this meeting/etc. Stickel reported she's asked for years for annual evaluations, feedback loops/etc. to be able to hold her staff more accountable. Sander reported she has had conversations with Stickel about lead agency staff and there were no staff changes so she stopped having those conversations. Sander reported that the gaps analysis delay was correct, that the data from ICA was needed and was provided and lead agency said it would be done early May and it has not been submitted at this time. Sander reported the board is trying to get things out in the open and move things in the correct

direction. Henrion stated maybe the board should create a subcommittee to meet with the lead agency to see what the lead agency needs/wants to address some of the issues and then the items could go to the board for full approval. Meece stated he feels that would be a good idea and that it would be good to have a dedicated team to go to address things. Comments in support of putting together a subcommittee: Utterback asked who from lead agency would be part of that committee and who from the board as she does not want it to be a power dynamic. Meece reported it would be him and Stickle from the lead agency. Sander is going to table discussion due to time.

Gaps Analysis (added): Sander asked when the board can expect the gaps analysis and Meece reported the lead agency has had to pivot due to YHDP and plans to get it to the board by 5.23.2024. Gosnell asked the board would have the gaps analysis by ESG application deadline 5/31/2024 and Meece stated he can not promise the gaps analysis would not be done in a meaningful time frame for review for ESG deadline. Meece reported the date the board can expect the gaps analysis is 5.31.2024.

YAB Report: No updates

Grants Committee: NOFO Competition: Jennings reported as NOFO is getting close to dropping, there are things that might be sent to the board via email, so please be mindful of that and at the next board meeting there may be policies/procedures for NOFO for the board to approve.

CE Committee: Watch your email for a revision to CE standards.

Point in Time Committee—Tabled

Executive Committee:

The Executive Committee is recommending, by unanimous vote, that the Planning Grant Application be submitted at the same time as all other CoC NOFO applications to ensure the board has appropriate time to review and provide feedback and approval of budget items. Motion to approve: Jennings Second: Gosnell Motion carries.

Lead Agency Report: Please see information included in board packet.

HMIS Lead Agency Report: Please see information included in board packet.

Committee Work Plans Needed

Board members need to sign up for committees

501©3 filing updates

Gosnell made a motion to adjourn at 2:30 pm, second provided by Holt. Motion passed unanimously.

Adjournment at 2:30 pm by board chair Sander

Minutes recorded and submitted by Glenna Wilson, Board Secretary