Missouri Balance of State Continuum of Care Board of Directors

Board Minutes

June 27, 2024

Minutes deemed null and void due to agenda not being posted.

Board Members present: Angela Webb, Maria Rench, Angella Holt, Becky Poitras, Kari Utterback, Reginald Jennings, Sharon Cobb, Martha Sander, Ann Gosnell-Hopkins, David Henrion, Glenna Wilson, Kelli Kemna, Nicole Hahn and Robin Durbin.

Board Members Absent: Anthony Smith, Brian Williams, Darius Johnson, Lori Concepcion and Sonia Campbell.

Lead Agency Staff present: Nathaniel Meece, Melissa Stickel, Calvin Garner and Bonnie Pickel.

HMIS Lead Agency Staff Present: Sandy Wilson, Leah Woods, Belle Delacruz-Lysell and Kaitlyn Poepsel.

YAB Members present: None

Guests: John Gary and Paris Mendoza

Board Chair Sander called the Mo BoS CoC Board of Directors to order by virtual meetings on Thursday, June 17th 2024 at 11:03 am. Secretary Wilson completed roll call. Quorum present.

Stickel requested to make an addendum to the agenda, which was added as New Business Letter H, lead agency’s letter of intent to resign. Motion to approve agenda with addendum by Gosnell-Hopkins and Second by Utterback. Motion passed unanimously.

HUD TA - MOU Lead Agency: Sander will send email for meeting with HUD TA Gwen Beebe.

YHDP Standards: Update that YHDP standards are being sent to YAB and we need to get them approved before July board meeting. Standards have been sent to Policy and Planning committee and the board. If you have input, now is the time to provide input.

DVIMS Update: No update at this time.

SNOFO Update: No updates

CoC Full Membership Meeting – September 2024; Scheduled for 9/5 at 10 am in Jefferson City. Subcommittee has not met to process meeting held in June and to discuss all CoC meeting in September. Kemna offered feedback about cost of required meeting and offered to assist to secure a location through the state for free. Meece reported the cost was for supplies/food and it was reported the planning grant covers building rental and supplies. Information that the subcommittee had regarding the meeting did not align with what occurred at the meeting. Board requests that no fee be charged for the CoC membership meeting and that participants will be responsible to have lunch on their own.

NOFO subcontract: The Grant Inventory Worksheet (GIW) dropped 6/26/24. HUD sends that out ahead of the NOFO competition. GIW is to determine renewal amounts for projects.

<https://www.hud.gov/program_offices/comm_planning/coc/competition/giws>

Due to HUD by 7/10/2024 ; NOFO typically drops within 30-45 days of the GIW. Wilson had questions if YHDP is due to reapply for this year or next year. Meece reported there will need to be a project application due for this year. Sander asked if YHDP will apply under CPSEMO or other grant recipients and Meece reported HUD TA recommended for CPSEMO to apply for this grants cycle. Grants committee met 3 hours in June and 3 hours in July and NOFO workgroup meets as well, so please be mindful of emails. The July board meeting will be full. Sander asked for an all call for rank and review committee members for anyone that would want to serve on that committee. Meece will send this out by 7/5/2024.

YAB Report: Committee minutes were sent with the board packet. YAB did vote to not approve the edits made by the CE committee. Poitras asked what will happen as the wording is due 7/1 and will we be in compliance. Meece reported the YAB met Monday (7/1/2024) pm and included the information in the committee minutes in the board packet and we can use wording that YAB did not approve which would not be in compliance as YAB did not approve them. Sander reported proposal included that any YAB agency could run PL, the concern the CE committee had was that this does not include non-HMIS list. CE committee requested that just one agency provide referrals to ensure all youth were being served. Jennings asked if YAB/CE could meet to get the standards lined out to ensure we meet the 7/1 deadline. Meece reported if the board does not approve written standards today, Foster Adopt Connect will not be a Level 4 by 7/1 and will continue to operate as regional leads providing referrals. Jennings requested the YAB be made aware they might need to make a vote at their next meeting to get standards approved. YAB did approve that Foster Adopt Connect can serve as a level 4 for case conferencing and established crisis assessment protocol and for YHDP to allow direct enrollment and retroactive referrals. Sander called Lisa Brooks with HUD TA regarding YHDP written standards if they need to be approved by 7/1, and can the board pass part of the written standards. Brooks reported the board does not have to decide today, but the board does need to set a new date to have this done. Brooks reported since there is a draft policy and it is moving forward, it is okay to have the written standards completed by 7/12. YAB is in agreement to make Foster Adopt Connect a level 4 and weekly case conferencing and the board can note on this today and move forward. Henrion asked about precise verbiage of YAB motion to ensure this does not conflict with YAB decision. Meece reported the language that the YAB did approve stated Foster Adopt Connect to be the level 4. Sander will send email to CE committee leadership to meet with YAB leadership to work out standards by 7/12/2024. Kemna requested email be sent to board and CE committee to see who all can attend the YAB meeting on Monday to start discussion. Meece will send this email to board and CE committee.

Appeal Policy: NOFO workgroup, policy and planning and grants committee worked on and approved appeal policy, this information was included in the board packet. Motion to approve appeal policy was brought forth by Jennings and Second provided by Cobb. Motion passed unanimously.

No New SSO Projects: Grants committed voted and approved for no new SSO projects as the CoC would like focus to be on PSH projects.

FYI MOU – Lincoln PHA: Sander asked if by 7/3, Meece can confirm if the MOU meets standards and Sander will then send out an email vote.

NAEH Research Project – Policy Action Board: Sander wanted to check in regarding quarterly meetings. Poepsel reported there has not been a lot of movement on this but there is discussion of meeting in August and Poepsel will keep the board updated.

Code of Conduct & Conflict of Interest – CPSEMO: Exec board met in closed session and requested information be entered into public meeting about the Code of Conduct and Conflict of Interest from CPSEMO. The concern came from transcripts from a lead agency meeting with possible NOFO subcontractor, as well as election interference. Wilson did provide information during the meeting that Stickel had contacted her via phone prior to the election to request her to run for executive position in order to remove current board members. Rench requested policy on elected officials, which is in governance charter and Sander will send to Rench. Sander covered the Code of Conduct violations and Conflict of Interest issues which included the election interference, transcript comments alleging board member Becky Poitras could bribe the NOFO contractor, and general disparaging and disrespectful comments about board members to the NOFO contractor and in responses to board questions on the Gaps Analysis.

Governance Charter Workgroup: A workgroup needs to put together as this has to be reviewed annually. This information needs to be sent out for voting at the December 2024 CoC membership meeting at least 30 days in advance of the meeting. Members interested are Sander, Henrion, Holt, Utterback, Gosnell, Cobb and lead agencies.

Executive Committee: Recommendation by the Executive Committee to have a standing closed session at the end of board meetings for the next 4 months. Motion placed by Gosnell-Hopkins and second provided by Durbin. Motion passes unanimously.

Lead agency submit letter of intent to resign as lead agency: Stickel reported the end date for CPSEMO to no longer serve as lead agency is 7/15/24 and they have spoken to HUD. Henrion reported per the MOU it says any agency terminating services is required to give 90 days’ notice. Stickel noted the MOU was never signed and therefore, they considered the MOU expired on December 31, 2023. Stickel reported they are the registered lead agency for the NOFO and will submit applications. Stickel reported she spoke with Gwen Beebe (HUD TA) via phone to give them information. Sander asked about letter stating how they will transfer and Stickel reported the letter states they will comply with all transfer needs.

ESG Scoring: Meece reported there are a few wording changes but updated score card was emailed out this morning. Original due date to MHDC was 6/21, lead agency did get an extension to 6/27. Meece reported they had requested an extension due to not having time to review due to membership meeting. Several board members provided input to change ESG scoring as many agencies were improperly scored by the lead agency. Discussion of what type of housing is most needed within our Coc being either Rapid Rehousing, Emergency Shelter, Homelessness Prevention and street outreach. Discussion of best needs for CoC based on large geographic area. Motion to approve score card Q1 tab (ESG priority) as presented made by Poitras and second provided by Jennings. Motion passes unanimously.

Motion to approve Q2 tab (Applicant agencies score) made by Gosnell and Second provided by Rench. Motion passes unanimously.

DV CE SSO APR: Board requested the DV CE SSO APR. Meece will send out SSO APR by 7/15/24

Planning Grant Financials for Oct, Nov, Dec 2023/Jan, Feb, March 2024/ April, May, June 2024: Meece reported CPSEMO will provide financials by 7/15/2024.

Gaps Analysis: Sander asked when Gaps analysis would be sent out, Meece reported it will be sent out 6/28/24. Sander reported there is no victim service information in gaps analysis. Motion to approve Gaps Analysis by Poitras and Second provided by Utterback. Opposed: Sander and Gosnell-Hopkins Abstain: Kemna and Jennings Motion carries.

Lead Agency report: Meece reported the PIPS were completed. It was requested these by sent to the Board by 7/15/24. The Board also requested monitoring reports for CoC projects that were monitored by CPSEMO. Meece stated these would be provided to the Board by 7/15/24 and there were no outstanding compliance findings. Meece reported the DV CE SSO grants had no action from CPSEMO as the Board did not inform CPSEMO how to move forward with awarding the remaining funds.

HMIS Lead Agency Report: Woods reported on the special YHDP report created by the ICA Team. ICA has reached out to Synergy and how to better improve data and make more effort to get out into the community. Foster Adopt Connect is up and running in HMIS. They are ready and waiting for Level 4 approval.

Motion to close public meeting link and move to closed meeting link for closed session made by Webb at 1:35 pm. Seconded by Gosnell-Hopkins. Motion carries.

Motion to adjourn closed session at 3:54 pm made by Utterback. Seconded by Cobb. Motion carries.

Motion to adjourn meeting at 3:55pm by Utterback and Second provided by Cobb. Motion carries.