Missouri Balance of State Continuum of Care Board of Directors

Meeting Agenda: October 24, 2024

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

Board Members Absent: Maria Rench and Kari Utterback

HMIS Lead Agency Staff: Leah Woods

Guests: Michelle Sumner, Angela Miller and Lisa Brooks

Board Chair Sander called the Mo BoS CoC Board of Directors meeting to order by virtual meeting on Thursday October 24, 2024 at 11:03 am. Secretary Wilson completed roll call. Quorum Present.

The agenda was approved and there was discussion of adding closed session in December, will not meet in November. Motion by Jennings, second by Durbin. Motion carries.

The Board voted to approve the Minutes, September 26, 2024, October 10, 2024, email votes from October 17 and October 21, 2024, Motion by Gosnell-Hopkins and second provided by Poitras. Motion carries.

Regional Elections: 3, 4, and 8; Regional elections are completed. Region 3; Shammy Johnson; 4 is Becky and 8 is Sharon Cobb.

Contracted CoC Administrator—Angela Miller has accepted CoC Administrator role and will be meeting with Martha.

Call for At-Large Nominations: Martha will be sending out At Large forms, they will be due 11/15. Discussion of where to send At Large Nomination forms will go. They will be sent to Policy and Planning Committee.

CoC Full Membership Meeting, December 5, 2024; Planning for board to meet in the afternoon. All CoC Meeting 9:45 am to 12pm; Board meeting 1pm to 3 pm. Gosnell will take notes as Wilson is out. Agenda plan for the all CoC meetings and how do we want to vote for charter amendments and at large board seats was discussed. Discussion of setting up online voting system and how to let the members know we will be voting. Discussion of weekly emails, weekly meeting links/etc seems to be helpful for people.

Set Coc Meetings for 2025: Discussion of trainings/meeting types for next year. There are a list of trainings required by HUD to be completed yearly. Trainings can be via webinars/etc and do not have to be completed at CoC meetings, and will look at this next year. Membership Committee will meet to set all CoC meetings for 2025. There will be 4 meetings and discussion of how many to do in person and virtual. Members like the idea of two in person and two virtual for 2025. Membership committee will also look at location options for next year.

Planning Grant Approval: Motion to approve made by Jennings, second by Cobb. Motion carries.

Consolidated Application: Please review consolidated application. There will be a few edits made to the narratives. Motion to approve by Wilson, second by Jennings. Abstentions: Smith and Kemna. Motion carries.

Final Priority List Submission: Board approved this on 10/15. Motion made by Wilson, Second by Jennings. Abstentions: Poitras, Smith and Campbell. Motion carries.

Planning Grant Expenses: Reviewed by the board as Board Chair Sander shared her screen to show current break down of expenses and remaining balance. No action taken at this time.

Non-HMIS Excel Sheet: CE Committee voted to move to excel with a transition date of 1/1/2025. Victim Services Committee also voted to approve this and is working on training requirements to be a non HMIS list holder. Kemna reported ICA has previously created an Excel sheet and cheat sheet for this. ICA can assist with excel sheet, the bigger concern will be the management of the list.

YHDP Site Visits: Update from Lisa Brooks with HUD TA. Brooks reported Missouri is doing well in regards to YHDP services. HUD requested they divide up and visit the sits. Lisa went to Flourish and Love Columbia; and then to Poplar Bluff and then to Cape Girardeau to meet with CPSEMO to debrief. They did not find any concerns. All of Missouri YHDP are fully staffed for the most part, which is a very positive thing. Some of the concerns are to find affordable transitional housing. HUD was able to view some of the transitional housing and meet with some youth who had good things to say about staff. HUD TA did provide CPSEMO of report of things that need improvement, things that are going well, etc. Sander asked about how the spend down is going regarding the costs of services/services provided Brooks reported it is a work in progress but something HUD is monitoring and will have more information in year two. Sander asked what is the board’s responsibility to YHDP due to YHDP being under CPSEMO. Brooks encouraged better communication and discussing how to make this better in the new year (after Notice of Funding Opportunity is done) and what will be the most sustainable for YHDP and the CoC moving forward and what data/information might be needed to make this decision. The role of the board is to work with the Youth Action Board and to ensure the YAB is youth driven. YHDP Amendments are completed. HUD has made it clear they are in favor of sub recipient model for YHDP, but are open to other models as well. HUD will expect a continuous quality improvement plan, the recipient will be responsible for this, but it is the expectation it is done in collaboration with the CoC.

Governance Charter Edits: Governance Charter workgroup went through with HUD TA to update the charter. HUD TA did recommend a higher precent rather than 51% (majority) for vote of the HMIS Lead Agency. HUD recommended 75% instead of 51%. Henrion offered to reformat the document once approved. Poitras recommended to add in vote will occur at the meeting. Concern about requiring 75% of the majority as if it doesn’t pass that will cause a large disruption in HMIS services. Governance workgroup will continue to work on this and will bring it up for discussion at a later board meeting. Discussion of wording in the charter regarding the wording of how to vote/change the lead agency. Governance workgroup continues to work on wording/information in charter and will continue to keep the board updated. Reviewed changes the Governance workgroup has completed and what else needs to be worked on. Discussion of closed board sessions in the charter and will be reviewed ongoing and discussion of what to add to this section in the charter. Recommendation by other board members to work on the closed meeting section and vote on in December’s meeting. Reviewed what the Missouri Sunshine law states regarding this. Sander will work on cleaning up the charter and email out to vote on. This will not be the final version of the charter, but to vote on the current updates.

Collaborative Applicant Search: HUD TA would like us to search for a collaborative applicant. After the Notice of Funding Opportunity, Sander will create a brief to send to the board and possibly have a special meeting to start the search.

HMIS Lead Agency Report: Staffing changes; email was sent and ICA will be fully staffed in November.

Committee Reports: None

Other Business: None

General Comments by Public and Members: None

Motion to adjourn at 1:52 pm made by by Gosnell-Hopkins, second by Poitras. Motion carries.