



Minutes
Grants Committee
July 17, 2025

Attendance

Ann Gosnell, Patti Brayfield, Reginald Jennings, Leah Woods, Martha Sander, Susan Cox, Michelle Sumner, Janelle Williams, Becky Poitris

Call to Order

12:30 PM

Agenda items today: Ranking & Prioritization Policy & Rank and Review Subcommittee Process Flow.

Both CoC-funded and non-CoC-funded representatives were present. Discussion open to all, and CoC-funded questions and opinions were to be gathered to include that input before a vote was taken outside the committee. Each paragraph identified as needing improvement was reviewed. Questions were asked and answered by Martha and Reginald.

The same process was followed to evaluate the Rank and Review Subcommittee Process flow.

All members of the committee were invited to send Reginald an email with additional comments, questions, or suggestions should they come to mind after this meeting.

The Board recently held a Board retreat. They decided at that time to reduce the number of committees from 11 to 5 in hopes of more participation. The grants committee will no longer do NOFO preparation, but will be reorganized to deal more directly with issues of funded agencies. Also, the balance of the committee will be rebalanced to avoid a majority of funded agencies. The new NOFO committee will be approved by the board. The Performance Committee's duties will be moved to the Grants Committee and the HMIS Committee, and be dissolved.

The order of business for the next meeting will be to work on the Appeals Policy and the NOFO application.

Next Meeting

August 21, 2025

Adjourn

1:29 PM

Respectfully submitted, Patti Brayfield, Committee Secretary

MOBoSCoC Victim Services Meeting

6/25/25

- Agenda approved by Martha and Shammy
- Introductions
 - Christina Cherry – Synergy Services
 - About to open new site, waiting for inspections and review by HUD
 - Stepping down as Program Manager for DVHP, moving into a remote role. Will still be at all MOBoSCoC/HUD/Grant meetings
 - Kelsie Spears – Housing Dev Officer with DMH
 - No DMH specific updates
 - Martha Sander – Council on Families in Crisis, Region 9
 - New roof on one of buildings
 - 35th anniversary gala upcoming – working on a fundraising raffle
 - Getting ready for new grant season
 - Belle Delacruz-Lysell
 - Returned from maternity leave
 - Newsletter from ICA
 - Office hours are available and are recorded to watch back
 - PIT and HIC dashboards are updated – available on website
 - Tamara Miller – Avenues
 - No updates
 - Shammy Johnson – Preferred Family Healthcare, Region 2 and 3 CE Lead and List Holder
 - No updates
 - Working on a new building – housing will not be relocating there
 - Robyn Scott, Safe House of Southeast MO
 - No updates
 - Katherine Lenger – Synergy Services, DVHP
 - Housing 5 from the non-HMIS/HMIS list
- Minutes approved from last meeting
 - Motioned to approve by Shammy
 - Seconded by Robyn
- Board updates
 - Martha shares that they will be taking back Veterans, Youth, and victim services from committees and introducing “sub populations committee instead of having multiple committees.”
 - Committees will still have a chair and operate as normal
 - Members were getting overwhelmed with how to join a committee, where to divide their time, etc.
- Updates from the Non-HMIS work group
 - No updates

- Martha asks if Smartsheets is still working for the non-HMIS list
- General consensus from the meeting is that it works, but is not the most effective
- Current projects
 - Non HMIS List
 - Update VAWA Transfer Plan
 - Martha asks how we are going to make others aware of this
 - Christina says that we talked about creating a form, creating the lease structure, and then creating an ROI for landlords
 - Christina asks if we would like to reread the plan, take a vote, or move on?
 - Martha believes we are good to take a vote and send it to policy and planning
 - Robyn motions to approve this
 - Shabby seconds
 - Martha suggests policy and planning can look at this by July and then it can be sent to the board
 - Christina will email this to Becky Poitras (Chair of Policy and Planning)
 - VAWA Lease Agreement
 - VAWA Transfer Request Form
 - Christina suggests working on the form first
 - Martha suggests creating a form to give to the landlords
 - Robyn asks for the purpose of the form
 - Christina answers Robyn question – the purpose of the form is for the client to break their lease without penalty
 - Martha explains the purpose of the form is to allow the client to request to transfer their voucher to another region and qualify for a HUD property. Assists clients in being able to move around due to DV.
 - Christina shows a similar VAWA transfer form
 - Christina suggests reading through the form to see what we would like to include in our transfer request form
 - Shabby asks a question – if a client is transferring regions and a program pick them up, but cannot pay deposits or rent, is there a funding source to assist with this? Or, would this fall on the client?
 - Martha answers Shabby's question – this would be the client's responsibility.
 - Christina asks a question – Do we need to specify that this applies to not just housing programs, but also private/non-private landlords?
 - Shabby says they are unsure if we can bring this up with private landlords
 - Martha says they are unsure if the VAWA transfer plan applies to landlords. Martha thinks that the only thing we could have control over are the funded CoC programs.
 - Robyn asks if other program's landlords are familiar with VAWA
 - Martha said in their experience, they are not
 - Approved to send forward
 - VAWA Lease
 - Martha believes that there is an already created lease agreement

- Christina looked online for it, but did not see it anywhere
 - Martha discussed taking the pre-created lease and adding a confidentiality clause
 - Christina will continue to look around for an updated lease agreement
- Open discussion
 - Martha stated that she received notification in the last week that the HUD data elements are being updated. Martha shares that there are a lot of updates coming from executive orders that are effective immediately. Martha has a meeting Thursday that will go over these changes. Martha is unsure of how these changes will affect Victim Services.
 - Belle says that they believe the changes will only be to language surrounding gender, etc. These will most likely only occur in intakes and in grant systems, etc.
 - Martha said that they saw something about fiscal year 2026 – questioning if there are other changes coming that are not as simple
 - Martha said that there is a survey for the ViSPDAT that is open until the end of June. Martha suggests victim services take a look at it.
 - Christina asks if they can send out a reminder link
 - Martha will try and send it out again to the committee directly
 - Discussed immigration and grant funding, etc.
- Adjourned

Membership Committee

July 16, 2025 10 am

<https://zoom.us/j/98563241768?pwd=rjUGw15kmoF56khpC0TxMDmwaVWULn#success>

Attendance: Ann Gosnell(chair) Shammy Johnson (co-chair) Bronwyn Miller, Leah Woods, Mindy Sanders

Called to order by Ann Gosnell at 10:01am

Introductions as there was a new member on the call, Bronwyn Miller bmiller@doorwayshousing.org from Doorways in the St. Louis area. They work with clients that have HIV or Aids. They cover regions 9,8,5,2,3, and part of 10. Ann asked Bronwyn to send her information about their agency and the services that they provide, and Ann would get it out to the membership.

The chair, Ann Gosnell mentioned that she has set and sent out the Membership meeting calendar invites for the rest of the calendar year, but that once we have a contracted staff member that it may change.

The membership committee discussed the upcoming full BoS CoC meeting in September. The meeting will be held September 10, 2025, at the Stoney Creek Inn, in Columbia, Mo. There will be a general meeting in the morning and 3 different breakout sessions in the afternoon. The 3 different trainings will be set by Fortis and Martha the Board Chair.

The committee discussed different ways to do the registration and check in. Using a spreadsheet with the Agency name first worked well, so we will do it that way again. When members are signing in and filling out their name tags, we will provide them with a number 1-3 so they know which breakout session they are to attend first.

We also had a discussion around some confusion the day of the event as to who is the "voting member" for each agency. Reviewed the current form on the BoS website and we would like to see a few changes to the form that would better help agencies know who their voters are and what regions they served. The suggestion of adding a link to the website, from the registration form with the map, as a tool to help people know which region(s) they represent. Also adding a few extra questions about their agency and what services they provide and if they are CoC funded or not.

We discussed the "Voluntary Membership Mixer" the night before the meeting to network and get to know what other members, agencies do and how they can collaborate better together for the benefit of our clients.

Next meeting: Aug 20th at 10am same link as today's meeting

Adjourned at 11:15am by Ann Gosnell-Chair

Minutes

HMIS Committee

[6/9/25] [2:30]

Attendance

Dani Pickens, David Henrion, Leah Woods, Glenna Wilson, Jacquie West, Max Buhmann, Michelle Sumner, Stephen Kennedy

Call to Order

2:30pm

Approval of Agenda and Minutes

Comments, changes, or corrections?

Motion to approve Agenda with changes (Glenna / Stephen) – **Pass** / Fail

Motion to approve May minutes (Michelle / Glenna) - **Pass** / Fail

Old Business

Quick HMIS License policy update

1. Leah talked about the form and the new policy that was brought up during the last meeting. Form was brought to the MO BoS, needed us to clean up the draft before considering it.
2. David asked if Leah wanted to wait until the next meeting, Jul 14, 2025 to do a full license review, or to focus on the one thing that we've already approved.
3. Michelle said that we talk a lot about licensing during each minute.
4. Jacquie said that if we can fix it all at once, that would be good.

HMIS Policy and Procedures Manual Update

1. Leah talked about the feedback from the discussion about what to do with individuals who may not need a license due to not being able to use the system correctly. All we need to have is simple modifications, which allows a little more discretion for our CoC. The Policy and Planning Committee approved it. The next step is for us to submit these changes to the Board to be voted on in June.
2. Michelle motioned to approve changes to the HMIS Policy and Procedure Manual Updates, Jacquie seconded. We were all in favor, changes approved.

Quarterly ICA report to the HMIS Committee

New Business

HMIS Questions

1. Jaquie had the question about Page 5, The Verification of Homelessness. There have been a lack of updates with Clients in the programs listed.

2. Leah stated that Clients are supposed to be exited after the last services are provided or after 60 days of no contact.
3. Michelle asked if we're allowed to use that Current Living Situation as a verification of homelessness. DMH doesn't because some situations aren't verified.
4. Leah said that Emergency Shelters and Safe Havens would be eligible to be considered for verification, but other entries such as Street Outreach depend.
5. David suggested that the question be sent in to HUD for more information.
6. Leah asked what we would like the next steps to be about that section on Page 5 and asked if we wanted to talk about how to hold the other organizations accountable?
7. Jaquie asked, is there a way to put Client's a missing person in HMIS?
8. David said that might be a policy decision, and asked if someone had a concern about a Client's information not being updated, if we could reach out to ICA?
9. Leah said we could, and then ICA could reach out to different organizations for training but they wouldn't be able to report back to the agency that made the concern.
10. Michelle is asking about the length of ROIs. Some organizations run for 15.
11. Dani mentioned that CPSEMO was having issues with seeing other agencies ROIs
12. Leah explained that CPSEMO would only be able to see theirs, Leah also answered Michelle's question about the ROI length. ROI is good for a year, a gap is okay as long as no information is received during that time. We could possibly shift the ROI from one year to three years, but she does not suggest it. We could review this now or the next time we review the manual.

SSVF/PATH Licenses

1. Leah talked about the number of licenses that would be available for data entry under the projects. One too many licenses for each program were issued. Our options are for ICA to issue the invoices to the agencies or have the MO BoS CoC to absorb the cost.
2. David explained that SSVF is funded through the VA and PATH was through HHS. Mentioned that there might be some unused licenses.
3. Leah reported that there were about 30 licenses that were unused, so there are some to spare.
4. David said that since there are licenses that are being paid for by the CoC that are currently not being used, that we could go that route. But, if that's the route we chose to go, do the users who have those licenses keep them?
5. Leah said this could just be a one time thing that the Committee votes on.
6. Jacquie made the opinion that we should cover it one time, this time, but not in the future.
7. David agreed.
8. Michelle also agreed.

9. David asked about when the contract renewal dates with WellSky.
10. Leah says that it runs from the beginning of May to April and that we should be reaching out now to explain the oversight and that the CoC would be covering the cost, this one time.
11. David asked if anyone had a different solution, no one spoke.
12. The recommendation of the Committee was to follow the outlined plan above.

Next Meeting

July 14

Adjourn

3:30pm