

Chicago Planning Council on Homelessness

MINUTES

DATE DECEMBER 14, 2011

START TIME: 9:20

<b>MEETING CALLED BY</b>	John Pfeiffer – Chair
<b>NOTE TAKER</b>	Britt Shawver, Secretary
<b>ATTENDEES</b>	<p><b>Present:</b> Michael Banghart, Nonie Brennan, John Cheney Egan, Randall Doubet King, Luz Hein, Fred Maclin (SPC alternate), Maura McCauley, Audalee McLoughlin, Angelique Miller, Khen Nickle, John Pfeiffer, Debbie Reznick, Susan Reyna Guerrero, Richard Rowe, Britt Shawver, Dorothy Yancy</p> <p><b>Absent:</b> Irene Cabello, Mark Czyzweski, Tremel Daniels, Fred Friedman, David Granberry, Mary Howard, Bill Koll, Patrick Winfrey</p> <p><b>Guests:</b> Nicole Amling, Betsy Benito, Andrea Dakin, Sandi Murray</p> <p><b>Staff:</b> Nicole Bahena, Elizabeth Perez</p>
<b>QUORUM?</b>	Yes.

Agenda topics:

<b>WELCOME &amp; INTRODUCTIONS</b>	John welcomed everyone and everyone introduced themselves to start the meeting.
<b>EXECUTIVE COMMITTEE RECOMMENDATION</b>	<p>The Executive Committee made a recommendation that in addition to the existing Executive Committee, an additional consumer and an additional provider be nominated onto the Exec Committee in order to ensure leadership succession.</p> <p>Randall voiced a concern that the larger the Executive Committee gets, the more it begins to function as the group itself. John Egan noted that Britt is on the Executive Committee as secretary, and want to clarify that this is a one year solution in terms of leadership succession, and will not be a permanent event.</p>
<b>HMV COMMITTEE REPORT</b>	<p>Andrea presented the draft of the modified Evaluation Instrument. Agreed this year it will be modified to ensure that everyone applying still meets threshold. HMV completed the CoC continuum check up, and Andrea noted it was a struggle to stay on task as a large group. HMV came up with comments to contribute to the comments section.</p> <p>Andrea underscored that HMV is an open committee and wants to recruit other participants beyond providers. Debbie asked if HMV had recommendations about target composition. John agreed that we need to work on this issue. This year meeting prep time will be more involved because of the tool redesign. Andrea is going to stay on this year to help with leadership continuity.</p> <p>The Alliance will also send out a recruitment email that includes committee responsibilities. Dorothy asked about the procedure for applying. There is no application for the HMV Committee.</p> <p>Only a small number of questions are based on performance. Michael asked why they need to do both. Nicole will work to ensure that there is no duplication in the two sets of applications. The motion was passed unanimously.</p>
<b>HMIS COMMITTEE REPORT</b>	<p>Sandy Murray presented the HMIS Committee Report.</p> <p>Alliance’s application for technical assistance to HUD was approved, and three TA firms have been assigned: Community Technology Alliance, Homebase, and the National Center on Family Homelessness. The TA firms are leading the effort to transition the HMIS Lead agency, and have submitted a large scope to HUD for approval. Nicole will share the two page request for TA with the Planning Council in order to help educate constituencies about what the support will be addressing in terms of scope.</p> <p>Also, the Alliance is planning on hiring a project manager sometime in January. That person will lead and the turnover. They will have project management and systems experience. Committee has been focusing on the communication part of the roll out with a focus on bringing providers along. A listserve has been established to send out automatic communications. There is no maximum number of participants. Interface agencies are meeting in order to plan what the changes are for them. Bowman is taking over the trainings.</p> <p>Fred asked how training announcements will be made. Nicole indicated that process has not changed, but that upcoming trainings can be included in the HMIS newsletter.</p> <p>Shawanda Higgins was elected as new co-chair from New Moms for the 2012 HMIS Committee. Art asked why we scored poorly last year on the Annual Homeless Assessment Report (AHAR). Participation is a big problem. We do not have a specific work plan item to get there. HUD funded projects are not the problem. It’s the DFSS funded agencies, they have never assessed data quarterly. This has been addressed as of 10-11. Also, shelter</p>

	<p>participation is below threshold because participation is below 50%. We also need to analyze and use the data – more communication around the impact and value of the information.</p> <p>Randall says in terms of writing plan 2.0, we need to identify who is really a part of the system, are shelter programs really part of our system or not. One of the great parts of HEARTH is coordination with other government funding streams. With that coordination, we can begin insisting that broader policies. We need to make sure that data is meaningful to partner agencies. Michael notes that increasingly, data is actually helping reporting on the user side.</p> <p>Betsy commented that the AHAR is used for the national annual – PH is being used – so it's good enough for that. HUD has some correcting algorithms, to estimate point in time utilization quarterly and annually. For plan 2.0 we will be using AHAR data. We are somewhere in the middle in terms of its utility. She cautions against our throwing it out altogether. Art commented that shelters are under-funded and that until we address it, we will be in trouble. John asks if that is true as compared to other cities. Britt noted that aggregate project level data is important to partner agencies. Development team is looking at what the barriers to performance are, and if shelter funding is one of them, hopefully it will bubble up to important. Bowman help hopefully will also address this.</p>
<p><b>CENTRALIZED REFERRAL LIST UPDATE</b></p>	<p>Betsy Benito gave an overview of the Centralized Referral List. There has been info Permanent Supportive Housing constituency group, Service Providers Commission, and the Planning Council Executive Committee. The group was reconvened last week. In August, the Planning Council approved the development of a CRL system for PSH. A beta group has been underway for approx 18 months, it launched in mid-September, with the Permanent Housing with Short Term Supports. It has been done through HOST. CRL task group was not convened in the fall in order to wait for data for the assessment. The initial position on list is based on date of application, and length of homelessness. There are 950 households, 44 have been housed. The beta group has been going fairly smoothly. There is cooperation around making entrance criteria minimal and useful. T</p> <p>That is one piece of progress over the fall. To use the index based on vulnerability worked with community solutions and national research teams from CSH, along with broad participation from the Homeless Families Constituency Group, the vulnerability index now reflects both individuals and families.</p> <p>CHA changed their administrative plan to allow projects to require that referrals would come from a citywide referral list. Currently, the 1000K list is the centralized list. How it is operationalized will be deferred by CHS, but it is now in their administrative plan, CSH worked with their asset management staff to determine how to operationalize it. They are planning to roll it out in the new year.</p> <p>There is going to be a day-long session to begin to work on how to implement. Nonie asks how is administering the list working during the pilot. Betsy explained that it is currently being administered by CSH staff. Data is self contained. Agencies select on their own now, CSH is not intervening in the referral process right now.</p>
<p><b>PLAN 2.0 DISCUSSION</b></p>	<p>Nicole Amling provided an update on process for creating version 2.0 of the plan. There are 3 stages: First is the preplanning stage which went very well. There were 2 kickoff meetings with 135 attendees. The preplanning stage produced written feedback from 53 agencies, 45 consumer, 7 government, 9 advocacy, 1 funder, 11 constituency groups and three committees all of it will be used going forward. Lots of positive feedback.</p> <p>There are now six issue areas that were voted on:</p> <ol style="list-style-type: none"> <li>1. Coordinated access and prevention</li> <li>2. Interim and rapid rehousing</li> <li>3. Permanent Housing access and supply</li> <li>4. Youth</li> <li>5. Employment</li> <li>6. Systems integration</li> </ol> <p>The second stage is the Community Planning Charrettes, which will most likely take place at the Chicago temple. Experts for the charrettes are being secured.</p> <p>The third stage is writing the plan in the spring.</p> <p>Nicole emphasized that engagement and participation is critical in order to have diverse representation at the charette. John Cheney Egan noted that this is an opportunity to reinvigorate the government constituency group.</p> <p>Nicole mentioned that CTA cards and lunch will be offered to all consumers. The Mayor's office and DFSS will be having a brief meeting with Alderman.</p> <p>There was conversation among the members regarding the rhetoric in the plan. Randall and Susan noted how much we have changed and grown in ten years – increased consumer participation, CHA at table,</p>

	<p>Chicago has greater resources in terms of consumer access now. Dorothy mentioned that you can go almost anywhere and find resources to help you out.</p> <p>Luz – VA has a mission to end homelessness by 2015 among veterans. Past three years, the VA has prioritized resources to be sure it works. We need partnership on that note, the VA just ran most recent data for homeless. Indicates that we have dropped a 12% in the last year.</p>	
<p><b>NOFA REPORT</b></p>	<p>Nicole provided an update on several items:</p> <ul style="list-style-type: none"> <li>• AHAR will be submitted, impacting 2012 NOFA cycle. It's looking the same as before. DFSS and CAEH working to clean it up as much as possible, and encouraging agencies to complete their exits.</li> <li>• HUD is requiring the CoC to do an annual point-in-time count of sheltered population, so DFSS and CAEH are working on that. This year, they are coordinating the PIT and housing inventory count. Jan 26 is the date for the count.</li> <li>• COC check-up has three stages: 1) complete survey to contribute collective data, due Jan 13, 2) HUD will aggregate data and return it. It will come back to the PC to assign a ranking and then create an action plan. 3) create action plan.</li> </ul>	
<p><b>MEETINGS IN 2012</b></p>	<p>The group discussed meetings for 2012. Nicole requested that meetings be extended to 3 hours to accommodate for the large amount of work that needs to be accomplished this year, and because the group has had difficulty allocating appropriate time for agenda items in 2 hours. The group decided to extend the meetings for 2.5 hours, and Nicole will send out the schedule for 2012.</p>	
<p><b>ADJOURNMENT:</b></p>	<p><b>MINUTES</b> <b>SUBMITTED BY:</b></p>	<p><b>APPROVED BY:</b></p>
<p>There being no further business, the PC moved by acclamation to adjourn.</p>	<p>Britt Shawver</p>	