

## Chicago Planning Council on Homelessness

MINUTES

DATE APRIL 18, 2012

START TIME: 9:10 AM

<b>MEETING CALLED BY</b>	John Pfeiffer – Chair
<b>NOTE TAKER</b>	Elizabeth Perez
<b>ATTENDEES</b>	<p><b>Present:</b> Arturo Bendixen, Michael Banghart, Nonie Brennan, John Cheney Egan, Mark Czyzewki, Ceandra Daniels, Randall Doubet King, David Granberry, Mary Howard, Jim Lewis, Felix Matlock, Maura McCauley, Audalee McLoughlin, Angeliqe Miller, Khen Nickele, John Pfeiffer, Debbie Reznick, Richard Rowe, Britt Shawver, Dorothy Yancy, Gwendolyn Turner, Fred Maclin, Tabatha Koylass, Dennis Flint</p> <p><b>Absent:</b> Fred Friedman, Luz Hein, Susan Reyna Guerrero</p> <p><b>Guests:</b> Andrea Dakin, Kathy Booton Wilson, Dave Thomas, Sandi Murray, Peter Torpfer, John Vranas, Sue Heiss, David Esposito, Christine Haley, Jeff Simms, Kathy Donahue, Kathy Daniher, Betsy Benito, Salina Greene</p> <p><b>Staff:</b> Nicole Bahena, Elizabeth Perez, Nicole Amling, Kathleen Molnar, Sherise Alexander</p>
<b>QUORUM?</b>	Yes.

## Agenda topics:

<b>WELCOME &amp; INTRODUCTIONS</b>	John Pfeiffer welcomed everyone and everyone introduced themselves at start the meeting. John thanked Mary Howard for providing the meeting space.
<b>REVIEW AND APPROVAL OF AGENDA &amp; MINUTES</b>	February 15, 2012 Minutes were reviewed by the Chicago Planning Council on Homelessness (CPCH). Corrections proposed: In the Alliance Presentation on Consolidation section, change “5” to “14” board members. Randall recommended that future notes should have decisions/votes in bold for easy viewing. Arturo motioned to approve with correction and formatting changes. Michael seconded the motion. <b>Minutes were approved</b> with corrections.
<b>EXECUTIVE COMMITTEE REPORT</b>	<p><u>ESG/Con Plan Amendment Announcement – John</u> ESG has a \$2,064,314 second allocation budget. The ESG will be a Homeless Prevention Rapid Rehousing Program (HPRP) like program with only 2 eligible spending uses. In order to better utilize this amount, a task group was formed with representation from the Department of Family and Support Services (DFSS), HPRP providers, Corporation for Supportive Housing (CSH), and the Chicago Alliance to End Homelessness (Alliance) staff to use HPRP experience and data as a guide. Based on HUD’S recommendation the focus is on Rapid Rehousing. The HPRP data suggests that Rapid Rehousing clients moved more quickly than Prevention clients through the HPRP and the group decided this is where ESG funding should be focused. ESG will focus on tenant based subsidies. The clients will be eligible for a total of 8 months of assistance. It will have a step down structure: for the first 3 months clients will be receiving 100% rental assistance, the 4<sup>th</sup> to 6<sup>th</sup> month will be 70% rental assistance, 7<sup>th</sup> to 8<sup>th</sup> month will be 50% rental assistance. DFSS will contract with providers and an RFP will be issued. The full ESG/Con Plan Amendment is available the DFSS website. You are able to submit comments by May 3, 2012 to John. Afterwards the task group will review these comments. Questions from CPCH will be reviewed with the task group</p> <p><u>Committees &amp; Slates – Audalee</u> <i>Please refer to “Chicago Planning Council on Homelessness Proposed 2012 Working Group Slates” attachment</i></p> <p>HEARTH Funding Opportunities Task Group (new this year): This group will be responsible for prioritizing and determining potential recipients of any new and recaptured funding available under HEARTH Act implementation in 2012. This group will also develop policies for recapturing and/or reallocating funds (formerly a duty of the Ranking Policies Task Group). The slate consists of 4 Planning Council (2 that participated from last year for consistency), 1 funder planning council representative, 1 government planning council representative, 1 service providers commission planning council representative, 1 consumers commission planning council representative. <b>Debbie motioned to approve the slate. Dorothy seconded the motion. Slate approved</b></p> <p>2012 New Project Process Task Group: this task group will design the process to select projects to receive new HUD funding. Proposed slate would consist of 2 service providers, 2 consumers committee, 2 government, 1 funder, and 7 from HMV. <b>Randall motioned to approve the slate. Audalee seconded the motion. Slate approved</b></p> <p>The 2012 New Project Selection Panel and 2012 Appeals Committee were approved last year. 2012 New Project Selection Panel: This panel will select the best projects to receive new HUD funding.</p>

	<p>This is not a new group but one previously used, with the exception of an increase in size due to foreseen increase in proposals, experience with panel members dropping off, and maintaining the continuity by carrying over 6-7 panel members from last year. The proposed slate are the following: Ed Stellon (HHO), Khen Nickele (IDHS), Linsey Bishop (CSH), Perry Vietti (IHDC), Tami Cole (DFSS), Bill Johnson (Facing Forward), 1 Planning Council, 2 HMV committee members, 1 Service Providers Commission Executive Committee Member, and 1 Consumers Commission Member.</p> <p>2012 Appeals Committee: The purpose of this committee is to serve as the final decision-making entity for all 2012 Evaluation Instrument Appeals submitted by agencies in response to their initial Evaluation Instrument results. The proposed slate: Randall Doubet King, Alisa Rodriguez, Tahtia Smalling, 1 non-interested provider (to be confirmed by the service providers' commission and/or Alliance staff), 1 consumer (to be confirmed by the Consumers Commission and /or Alliance).</p>
<p><b>CENTRAL REFERRAL SYSTEM (CRS)</b></p>	<p><u>CRS Task Group Recommendations – Britt, Betsy, Kathy and Dave</u>  <i>Please refer to Central Referral System (CRS) Task Group Recommendation attachment</i></p> <p>Background information was given on CRS, task group responsibility, assumptions, components of recommendation, essential elements of CRS, database, managing entity and outlined responsibilities. The following recommendations were submitted for approval.</p> <p>Recommendation #1: The Planning Council should initiate a competitive process to select the Managing Entity for the CRS. <i>Please refer to Background for Recommendation #1 attachment.</i>  Questions: who will be working with funders? Where will the funds come to fund CRS?  Task group will bring in a cost analysis to CPCH at the next meeting. However, Betsy gave a ball park figure cost of \$200,000. It was recommended utilizing stronger language when it is stated to convene funders. Instead of “convene funders” in document.</p> <p>Recommendation #2: In advance of a full scale CRS, or through September 2013, expand and adapt the Housing Option Survey Tool to accommodate participation by and referrals to new/pending HUD bonus Projects and the Chicago Housing Authority supportive housing referrals. This update to HOST would incorporate the Vulnerability Index. <i>Please refer to Background for Recommendation #2 attachment.</i>  Task group will bring in cost analysis of updates. CPCH would also like for more detailed information on this interim plan. Also, CPCH needs more details on “Ideal Time Line 1b. Convene funders group to identify funding sources for an outreach component for the proposed interim solutions”. The Service Providers Commission also sent 9 questions to the task group. Questions were not addressed and it was recommended that the some of those questions would be answered by the managing entity.</p> <p>Recommendation #3: Coordinated outreach to highly vulnerable households is critical to the success of the CRS. The Task Group recommends the following components be incorporated into the program design, funding allocation and service delivery related to the CRS. <i>Refer to Central Referral System (CRS) Task Group recommendation for details on #3</i></p> <p><b>Motion to Approve the recommendations stated above with the condition that an in-depth analysis of funding sources will be reviewed at the June Meeting.</b>  <b>Arturo motioned to approve, David seconded. Motion approved.</b>  At the next CPCH meeting, the Task Group will present on the RFP and process to select a managing entity.</p>
<p><b>PLAN 2.0 PRESENTATION</b></p>	<p><u>Plan 2.0 Presentation – Nicole Amling, John Pfiesser, Betsy Benito</u></p> <p>No copies of the presentation were presented to the group due to Plan 2.0 being embargoed. The group was presented with Plan 2.0 strategic priorities. Community feedback has been built in and will be presenting at different meetings for community feedback. This feedback is currently occurring, all this feedback will be taken back and Plan 2.0 will be refined. On June 20<sup>th</sup>, the Planning Council will vote on Plan 2.0. Since Plan 2.0 is embargoed, it cannot be released prior to June 20<sup>th</sup> for review. The Alliance will have available reading rooms for interested Planning Council members to review Plan 2.0 in its entirety.</p>
<p><b>COC ACTION PLAN PRESENTATION</b></p>	<p>Due to time limitation, Nicole Bahena was unable to present on CoC Action Plan. Nicole will send out information via email in lieu of a presentation.</p>
<p><b>HMV COMMITTEE</b></p>	<p><u>HMV Committee – Affirm Proposed 2013 Evaluation Process – Sue, Kathy and David</u></p> <p>Background information on the new evaluation process was explained to CPCH. Kathy discussed the difference and similarities of the proposed evaluation process compared to previous years. The HMV Committee members also discussed the important implications for the CPCH. Under this proposed</p>

	<p>evaluation process the implications are that the ranking policies will be removed, reviews will be administered by Alliance staff as opposed to volunteers and reallocation based on evaluation scores will not be able to be carried out until 2014 due to rolling basis.</p> <p>The CPCH questioned whether it would be helpful to have a checklist each year submitted and have an audit every 3 years; this will be discussed at the next HMV Task Group meeting. CPCH was concerned with the implications of re-allocating funds. Nicole Bahena will send more detailed information and if there are still questions, can submit via email.</p>				
<b>HMIS COMMITTEE</b>	<p><u>Status update on Upgrade to 5.0 – Sandi</u>  Upgrade to 5.0 has been extended to Oct 12, 2012 due to delay in transition from DFSS to CAEH. Trainings on current system are currently occurring. The next HMIS meeting is 5/3/12, please send interested representatives.</p> <p><u>Status update on HUD TA and Transition of HMIS Lead Agency Grant – Kathleen</u>  CAEH and DFSS had a meeting to discuss transition of HMIS. Tentative transition date is for May 1<sup>st</sup>.</p>				
<b>PRESENTATION ON STATE HOMELESS PREVENTION FUNDS</b>	<p><u>Presentation on State Homeless Prevention Funds – Kathleen</u>  <i>Please review 2010-2011 State Homeless Prevention Report attachment</i></p> <p>Kathleen discussed the history of fund distribution. The Emergency Fund Currently partners with 4 agencies (Catholic Charities, Heartland Human Care Services, Aids Foundation of Chicago, and La Casa Norte) to distribute funds to clients. The consumer demographics, household income, top zip codes percentages, referral sources, top 5 reasons for eligibility, prior assistance received, and 6 month follow up data were also reviewed. Also, in adding La Casa Norte, there has been an increase in Hispanic consumers.</p>				
<b>NEXT MEETING DATES &amp; MOTION TO ADJOURN</b>	<p>The next regularly scheduled Chicago Planning Council on Homelessness is June 20, 2012 at the Veterans Affairs (820 S. Damen) from 9am to 11:30am.</p>				
<b>ADJOURNMENT:</b>	<table border="1"> <thead> <tr> <th><b>MINUTES SUBMITTED BY:</b></th> <th><b>APPROVED BY:</b></th> </tr> </thead> <tbody> <tr> <td>Elizabeth Perez</td> <td></td> </tr> </tbody> </table>	<b>MINUTES SUBMITTED BY:</b>	<b>APPROVED BY:</b>	Elizabeth Perez	
<b>MINUTES SUBMITTED BY:</b>	<b>APPROVED BY:</b>				
Elizabeth Perez					
There being no further business, the PC moved by acclamation to adjourn.					