



**Homeless Initiative Advisory Committee
MINUTES**

Amendments in Italics

ANNUAL RETREAT

Wednesday, October 21, 2015

Board Members in Attendance:

David Nash, *Chair*
Brian Alexander
Celeste Collins
Lance Edwards

Dan Garret
Jay Lively
Sabrah n’haRaven
Chuck Rosenblum

Scott Rogers
Micheal Woods
H.L. Carlisle
Brooks Ann McKinney

Staff:

Christiana Glenn Tugman
Heather Dillashaw
Shannon Capezzali

Guests:

April Burgess-Johnson
Sarah Lancaster

Scott Parker
Mary Sczudlo

Amy Upham
Whitney Lott

1. APPROVAL OF MINUTES

The minutes from the 9/16/15 meeting were approved unanimously with amendments on Board Member Dan Garrett’s motion, second by Micheal Woods.

2. UNFINISHED BUSINESS

a. None

3. NEW BUSINESS

a. N.C. HMIS Bylaws and Policies: Christiana Glenn Tugman provided an overview of the state-wide change from previous HMIS vendor to new vendor the Michigan Coalition to Against Homelessness (MCAH). The revised NC HMIS Governance Committee Bylaws have been adopted, in conjunction with a Policy and Procedures manual, by the state NC Governance Committee, and cannot be edited locally. These documents must be adopted by the local COC. Motion to approve the NC HMIS Bylaws by Board Member Celeste Collins motion, Board Member Micheal Woods, second. Approved by unanimous vote.

- Scott *Rogers* requested that HIAC implement a process for reapproving the COC Lead annually as representative to the NC HMIS Governance Committee and the Alternate.

b. Coordinated Assessment Policy and Procedures: HIAC reviewed the Coordinated Assessment Policy and Procedure Manual submitted by the CoC Lead, the Veteran and Coordinated Assessment Sub-Committees and the coordinated assessment work groups of the HIAC. A motion to approve the Coordinated Assessment Policy and Procedure Manual with amendments changing ‘consumer’ to client and removing reference to the Justice Center by Board Member Micheal Woods. Jay Lively, Second. Approved by unanimous vote.

c. Written Standards for ESG Grantees within the Asheville/Buncombe COC: City staff requested approval to apply for ESG funds from HUD. The Regional Application is due on November 6. The motion to authorize staff to write the standards for the ESG recipients by Board Chair David Nash. Sabrah n’haRaven, Second. Approved by unanimous vote.

d. Continuum of Care Funding and ESG Update: Christiana Glenn Tugman provided an overview of the new ESG and COC documents required for this year’s Collaborative Application and ESG Regional Application. HIAC members are requested to attend the joint Homeless Coalition/HIAC CoC wide meeting on November 3 at 12:30 at 356 Biltmore C3 Clinic for presentation of this year’s funding allocations. Recommendations of the Finance Subcommittee will be presented at that meeting. The next meeting of the Finance Subcommittee to review and Tier CoC Project Applications and allocate ESG project funding will be Wednesday, October 28 from 2-4 pm.

e. HIAC Board Vacancies/Board Officers: Terms of current members and their terms reviewed. The County and City list of Board members and their terms have been reconciled. Celeste Collins’ term on the Board is coming to an end, the City is advertising that vacancy and there is an open seat for the County. Open seats will be re-posted. The HIAC thanks Celeste Collins for her years of service.

- Currently the City of Asheville has a standard of 2 terms for 3 years, while Buncombe County allows 3 terms for 3 years. The motion to change the HIAC by-laws to reflect the appointing authority term limits by Board Member H.L Carlisle. Second. Approved by unanimous vote.
- *April Burgess-Johnson, representing Helpmate, would be endorsed to apply for the County vacancy and Sarah Lancaster from Smoky Mountain Center LME/MCO would be endorsed for the City vacancy.*
- The HIAC has Board Officer vacancies- Vice Chair and Secretary. Brian Alexander has agreed to be Vice Chair and Sabrah n’haRaven the Secretary of the HIAC. Motion to accept the slate and approve the Board Officers, Lance Edwards. Celeste Collins, Second. Approved by unanimous vote.

4. PUBLIC COMMENT

None

5. ADJOURN

The meeting continued into an annual Strategic Planning Session following lunch.