

**Kings/Tulare Continuum of Care on Homelessness
Executive Board Meeting
July 10, 2008
Meeting Location: City of Tulare, Tulare**

Members Present: Betsy McGovern, Mickie Manning, Denise Marchant, Tom Doyle and Nanette Villarreal

Agenda Item	Discussion
1. Call Meeting to Order	The meeting was called to order by Betsy McGovern, President, at 9:10am.
2. Minutes	Under Project Homeless Connect-Correction to Machael's name and remove extra zero in \$1,100. It was moved by Nanette Villarreal and seconded by Denise Marchant to approve the corrected minutes. Motion carried.
3. Treasurer Report/Financial Report	Nanette Villarreal reviewed the finance report. The account balance is \$17,147.80. Denise Marchant presented a hotel receipt for PHC San Francisco visit. It was moved by Mickie Manning and seconded by Nanette Villarreal to approve reimbursement. Motion carried with abstention from Denise Marchant. Treasurer's report filed for audit
4a. 10 Year Plan Committee	Discussion regarding the formation of 10-Year Planning Committee. The City of Visalia has declined participation. The committee includes Betsy McGovern, Sue Braz, Denise Marchant and Randy Stickney. Betsy will schedule a 10-Year Planning committee meeting prior to the regular CoC partner meeting. Jurisdictions will be asked to participate in the planning process and provide feedback on a draft of the plan.
4.b HUD SuperNOFA 2008	Betsy has received Letters of Intent from Family Services, CCFCC, United Way, Champions Recovery Alternatives and for the Shelter + Care Project (City of Tulare). A public notice was published in the Visalia Times Delta and the Hanford Sentinel. Betsy presented a spreadsheet outlining the funding requests in

	the Letters of Intent. Discussion followed.
4.c Written Agreements	<p>The Board discussed the CoC requirement for HUD applicants to pay a portion of the HUD admin fee to the CoC to sustain operations. It was moved by Denise Marchant and seconded by Tom Doyle to discontinue the requirement for HUD grantees to pay 2.5% of their allocation to the CoC effective July 1, 2008. Motion carried with abstentions from Nanette Villarreal and Mickie Manning.</p> <p>The HMIS Fee Schedule was distributed by Nanette Villarreal. This fee schedule would be applicable only to agencies applying for HUD funds. The HUD application must include a budget for HMIS expenses. Discussion followed. It was agreed that Nanette would prepare a new fee schedule that summarizes United Way fees and CoC fees on separate tables but the same sheet and provide that information to HUD applicants.</p>
4.d HMIS Update	Brief update provided on HMIS activities.
4.e HMIS Coordinator Work Plan/Performance Assessment	Betsy McGovern has asked Machael Smith to review the Work Plan/Performance Assessment and document the activities completed. Betsy will prepare a new 6-month Work Plan for the consultant and present the plan at a regular CoC partner meeting.
4f. Project Homeless Connect	There was discussion regarding PHC event locations and progress to date for each location. Betsy will contact Kitty Palmer to discuss Visalia event. Nanette requested direction from the Board on how to process payment requests for PHC expenses. The Board asked Nanette to prepare a procedure for processing payment requests for PHC expenses.
4g. Appointing the DLB	The following individuals were proposed for the DLB; Tom Doyle, Ronda Braithwaite, Randy Stickney, Karen Hansen and Julie Blaswich.
4h. Location of Executive Meetings	This item was tabled.
5. Announcements	None