

Working Group Report to the Board

Working Group: Monitoring Working Group

Champion: Nick Spriggs

Working Group Members: **PRESENT**- Michele Fuller-Hallauer (CCSS), Karen Schneider (CCSS), Danyell Cadell (CCSS), Leone Lettsome (City of North Las Vegas), and Julee King (Bitfocus). **ABSENT** – Arcelia Barajas (City of Las Vegas), Teresa Etcheberry (CCSS), Tauri Royce (Bitfocus), David Slattery (City of Las Vegas), Kathi Thomas-Gibson (City of Las Vegas), Tameca Ulmer (CCSS), and Stacey Youngblood (City of Henderson). **NEW MEMBERS** – *Agreed in May, Participating in June:* Dwayne Alexander (Southern Nevada Regional Housing Authority), and Marilyn Provost (United Way of Southern Nevada).

May 11, 2016, 2:00pm, Clark County Social Service (1600 Pinto Lane)

Accomplishments-Action Items Completed:

- Adoption of monitoring tool for each project type. Tool is comprised of all applicable HUD monitoring guidelines. A specific tool has been created for each project type.
- Adoption of site visit approach that includes providing a copy of the full tool to all CoC program providers in advance, and administering site visits with use of condensed tool.
- Delivery of full monitoring tools to all CoC program providers via email.

Near term: Action Items In-progress/Pending:

- Planning for administering monitoring/site visits, to include scheduling and MWG member assignments.
- Development of condensed monitoring tool specific to project type.
- Development of bi-level approach; if agency does not pass 1st level monitoring, 2nd level monitoring would be required.
- Development of forms/templates/checklists for use in preparation, during, and after site visits.
- Completion of all monitoring in advance of Evaluation Working Group scoring and ranking process.

Goals not yet met/Issues:

- Issue: The MWG is a very small group and continues to have challenges with recruitment and engagement. It is the hope that the MWG will be strengthened with the addition of Dwayne Alexander and Marilyn Provost.

Announcements:

- No announcements at this time.