

**SNH CoC Steering Committee
Meeting Minutes
04/17/2019
Las Vegas City Hall**

Present: Emily Paulsen, Kathi Thomas-Gibson, Michele Fuller-Halluaer, Arash Ghafoori, Rick Damian, Mike Pawlak, Stacy DiNicola, Meg Pike.

New Business:

I. Set Agenda for May CoC Board Meeting

- i. Authorization for the Collaborative Applicant to submit an application for YHDP on behalf of the SNHCoC.*
- ii. Approval of the Monitoring Working Group Policies and Procedures*
- iii. Presentation by Homebase on the Evaluation of Coordinated Entry*
- iv. Presentation from Clark County Social Service on the Strategy for Homeless Initiatives Funding*
- v. Presentation on State legislation related to homelessness and affordable housing and discussion on interim strategies to build education and awareness (presented by Emily and Kathi)*
- vi. Discussion on moving to electronic board packets for meetings*
- vii. Update from the Collaborative Applicant on the reallocation of a CoC Project.*

II. Working Group Policies and Procedures

- i. Steering Committee recommendations for Governance:*
 - *Each working group should establish policies and procedures (P&Ps) specific to the groups functions by October 2019, if not already established. P&Ps will not be standardized across groups.*
 - *Review/Board Approval:*
 - *Working Groups should post the P&Ps for public comment for 30 days on HelpHopeHome.org. Board Members and CoC Members should be notified of the posting.*
 - *Following the 30-day public comment period, the working group should review all feedback and determine if any changes to the P&Ps should be made.*

- *Following revisions, the Working Group Chair should present the feedback and revisions made to the SNHCoC Board with explanation for why feedback has been incorporated or not.*
- *The Board will vote to approve, revise, or reject the P&Ps.*
- *Annual review*
 - *Working Groups should review policies and procedures at least annually, following the aforementioned process for approval.*

III. Recommendations from the Data & System Improvement Working Group for the 2019 Census Report

- *Data and systems working group has discussed issuing a less cumbersome version of the PIT count report that would consist of infographics accompanied by written narratives for explanation and clarification (similar to facts sheets produced by Nevada Homeless Alliance).*

IV. Consistency with Board reports and working group meeting minutes for Board packets

- *Briefly discussed the use of a uniform template for board reports. The group came to a consensus that as long as the information was there, it was not necessary to issue a uniform template.*

V. VI: Other:

- *Last BCC meeting had a discussion regarding next year's upcoming community-wide census. Mike Pawlak recommends the Homeless Census Working Group should collaborate and share data and/or best practices to ensure this hard to reach population is included.*
- *Working groups should determine timeline for starting and completing special projects to improve the CoC performance/consolidated application score. Emily will email chairs to ask them to do so.*