![Help Hope Home — Ending Homelessness in Southern Nevada]

2024 Core Function Committee & Member Descriptions

There are three CoC Core Function Committees: 1) HMIS Steering Committee, 2) CoC Programs Committee, and 3) Coordinated Services Committee. The CoC will nominate and confirm representatives to serve on each CoC Core Function Committee. These members may be nominated among interested candidates from the general membership, consistent with the committee criteria and nomination process in Appendix C of the CoC Governance Charter.

Each committee makeup will include people with lived experience of homelessness, representatives of marginalized communities, and service providers. Because of its scope focused on service delivery and coordination, the Coordinated Services Committee also has a requirement of being made up of at least 51% direct service providers and/or people with lived experience of homelessness.

2024 Proposed Timeline

Thursday, February 8: CoC adopts the new governance charter, reorganizing the committee structure of the CoC into three core function committees.

Thursday, February 22: Outgoing working group chairs are convened to develop a process for committee creation.

Thursday, March 14: Proposed committee creation process is presented to CoC membership at the membership meeting to solicit feedback and process approval.

Thursday, March 14: Committee nominations open; all CoC members are invited to nominate themselves or recommend others to complete the nomination form for committee membership.

Thursday, March 28: Committee nominations close

April: CoC Board evaluates nominees and selects committee members.

April/May: Committee members are announced. Newly selected committees hold their first meetings to begin onboarding, discuss priorities, establish a meeting schedule and elect a committee chair.

Nomination Instructions

1. Review this document to identify which of the three committees you have interest in, whether your expertise is a good fit, and whether you can commit to the expected level of effort.
2. Use the following CoC Core Function Committee Nomination Form to submit your own interest or to suggest someone else be contacted about completing the nomination form. All forms must be submitted by the nominee by Thursday, March 28th at 6PM.

(To be considered for multiple committees, submit the form once for each committee you would like to be considered for.)

1. <u>HMIS Steering Committee</u>

The HMIS Steering Committee provides HMIS governance, oversight, and evaluation and coordinates needs with the statewide CoC Steering Committee. The HMIS Steering Committee provides counsel and assistance to the HMIS Lead Entity and Lead staff members, CoC governing bodies, and contributing providers regarding homeless service data and HMIS. Tasks include but are not limited to:

1. Ensure that the HMIS Lead Agency is in regulatory compliance with the HEARTH Act and HUD system requirements as outlined in current HUD Data Technical Standards;
2. Ensure HMIS is set up and operating in a manner that is consistent with the CoC's values and supports the CoC's mission and vision for a person-centered system that makes homelessness rare, brief, and non-recurring. This includes, but is not limited to, supporting the CoC's ability to:
   a. coordinate case management across agencies, programs, and services;
   b. track, measure, and report outcomes achieved by the CoC and the programs within it;
   c. coordinate services across the Statewide CoCs;
   d. share actionable data with funders, boards, partners, and other stakeholders;
   e. use data to identify service gaps and advocate for the development or modification of policies; and
   f. track and measure outcomes for the goals outlined in federal, state, and local plans to end homelessness.

<u>Focus at Committee Launch</u>

In 2024 the HMIS Steering Committee will have the critical task of reviewing and implementing the 2023 CoC recommendations Component 4: Data, HMIS Governance, and HMIS Lead Roles and Responsibilities. Many of these recommendations are further outlined in the SNV HMIS Lead Improvement Evaluation Matrix.

<u>An Ideal Committee Member</u>

An ideal committee member will have prior experience with data analysis, program evaluation, HMIS, similar databases, and/or having their data entered into HMIS or a similar database through their lived experience of homelessness. They will understand the necessity of centering people in data collection and that the *way* data is collected can both cause harm and influence data quality. They will also understand how HMIS policy & procedural changes may impact service delivery and the ability to meaningfully utilize data for continuous improvement.

<u>Expected Level of Effort</u>

This committee is expected to meet roughly two times per month for at least the first half of the first term. The committee's work may include review of data reports, written governance and procedural documents in advance of meetings. Committee members should plan 60-90 minutes of meeting preparation time per month. Total estimated time commitment: 4-6 hours/month

2. CoC Programs Committee

The CoC Program Committee focuses on aligning the CoC funding application and the requirements and expectations of CoC projects. The Committee ensures agencies are offered targeted and effective support to enhance performance and service delivery. Tasks include but are not limited to:

1. In partnership with the HMIS Steering Committee and the Governing Board: Review of data, including homeless-related and other community indicators that drive data-informed recommendations and decisions.
2. In partnership with the HMIS Steering Committee: Ensure the annual point-in-time count is conducted per HUD guidelines and results are analyzed and reported to the appropriate entities.
3. Oversight for ESG funding coordination and program monitoring as it relates to performance measures; collaborate with identified ESG-specific program management teams; collaborate with the Coordinated Entry Services Committee for effective implementation and strategies.
4. Lead efforts as it relates to CoC funding priorities, collaborative application processes, Request for Proposals (RFPs), and evaluations associated with homeless efforts and ESG coordination.
5. Create and govern tiime-limited Rank and Review working group and Point In Time (PIT) working group, focused on inclusive coordination and communication across all CoC partners.
6. Core committees will work together to lead efforts related to system coordination, gaps analysis, consolidated plan, discharge planning, governance structure updates, alignment, and capacity building, reporting findings and recommendations to the Governing Board for ultimate approval as necessary.
7. The Program Committee identifies training needs, sets performance targets, and facilitates and encourages service providers to use an equity lens to avoid creating barriers to services.

<u>Focus at Committee Launch:</u>

Review the entire CoC competition process and grant cycle for strategic and person-centered practices, including processes for new agency outreach, local priorities, project application, consolidated application, rank and review, new-funding project orientation, monitoring and evaluation, and project performance and improvement.

<u>An Ideal Committee Member</u>

An ideal committee member will have prior experience with system planning, federal funding and compliance, project level oversight, system and/or project continuous improvement processes, and/or lived experience of homelessness. They will understand the necessity to center performance and outcomes in programmatic and funding decisions. They will also understand how funding and programmatic changes may impact service delivery and the ability to meaningfully engage with and support people experiencing homelessness.

<u>Expected Level of Effort</u>

This committee is expected to meet roughly two times per month for at least the first half of the first term. The committee's work may include review of data reports, RFPs, monitoring reports, written governance and procedural documents in advance of meetings. Committee members should plan 30-90 minutes of meeting preparation time per month. Total estimated time commitment: 4-6 hours/month

3. Coordinated Services Committee

The Coordinated Services Committee supports person-centered service delivery and coordination across the entire continuum in a way that meets compliance with the Coordinated Entry requirements in place by HUD. The Coordinated Services Committee supports the entire service provider community across the entire continuum of services that a household may need. The committee will review procedures that outline efforts such as:

1. Understanding the needs of persons not served- review and suggest response or policy changes to drive improvements at access points, same-day service delivery, and ensure housing problem-solving implementation is consistent across all access points;
2. Partner with the Coordinated Entry Lead entity to maintain decision-making and communication expectations for increasing the efficiency of local crisis response systems and improving fairness and ease of access to resources, including mainstream resources.
3. Ensure Housing Problem Solving implementation is consistent with Coordinated Entry access points and adopts person-centered, housing-focused practices.
4. The core committees will work together to lead efforts related to system coordination, gaps analysis, consolidated plan, discharge planning, governance structure updates, alignment, and capacity building; reporting findings and recommendations to the Governing Board for ultimate approval as necessary.
6. Maintain Learning Collaborative efforts for all providers within the continuum.

<u>Focus At Committee Launch</u>

The Coordinated Services Committee will have the opportunity to focus attention on the proposed coordinated entry improvements, identifying needs and setting standards for service

provider coordination and training, and developing a plan for system-wide housing problem-solving implementation in 2024.

An Ideal Committee Member

An ideal committee member will have current or prior experience with homeless system service delivery, project level oversight, continuous improvement processes, and/or lived experience of homelessness. They will understand the necessity of centering people in program and system design, implementation and continuous improvement. They will also be advocates of system coordination and strong partnerships, and understand how system and programmatic changes may impact service delivery and the ability to meaningfully engage with and support people experiencing homelessness.

Expected Level of Effort

This committee is expected to meet roughly two times per month for at least the first half of the first term. The committee's work may include review of data reports, proposals, written standards and procedural documents in advance of meetings. Committee members should plan 30-90 minutes of meeting preparation time per month. Total estimated time commitment: 4-6 hours/month