

**Present:** Ali, Brown, Burkhardt, Embree, Grefe, Henderson, Mathews, Moore, Tafelski, Sylak, Schuster, Gebers, Ujvagi

**Excused:** Bake, Gorny, Tecpanecatl

**Staff:** Conklin, Badik, Biel,

**Guest:** Omar Smiley, Program Monitor, Department of Neighborhoods, City of Toledo

The meeting was called to order at 8:32 AM by Veronica Burkhardt, executive committee member. Delece Henderson was introduced as the most recent City of Toledo appointee; she has been selected due to her ability to represent the consumer; She is here as a guest until final Council approval.

The 3/27/2013 board minutes were reviewed; Motion to accept by Shuster, 2<sup>nd</sup> by Sylak; passed. The February and March 2013 bank reconciliations were reviewed; the reasoning for names on the list of "Payees" was clarified - they represent vendors/landlords. Motions were made to accept the February (motion to accept by Sylak, 2<sup>nd</sup> by Moore, approved) and March 2013 (motion to accept by Sylak, 2<sup>nd</sup> by Mathews, approved) reconciliations.

*Although quorum was not met at the time of the above votes, it was obtained before the end of the meeting; the affirmative votes of two additional board members who arrived later was obtained prior to meeting close.*

#### **Director Report**

- The budget review included discussion on 2012 expenses and revenue; one clarification was made as to rent for January 2013 being paid in December 2012. That is included in budget line.
- A summary of the HMIS grant submitted to HUD for expansion was provided; this grant was non-competitive but will provide for increased requirements of the CoC. Two comments were made - within the budget, \$37,000, needed in 2014, was not included in the potential cut, thereby making the reduction potentially higher. Also, with a 5-8% potential cut locally for ESG, funding levels may have to be revisited if the decrease is greater.
- An update on the DON's presentation of its CDBG/ESG budget and recommendations to City Council was given.
- Director provided a governance update: Our local plan and how it is updated is hoped to be ratified by Toledo Lucas Congress to end Homelessness in late fall 2013.
- Deb provided comment to a question of the impact of the ESG cuts to area shelters; her comments included how do we as a board, look to meet the target goals, working with providers to meet community performance indicators, rather than individual agency goals. Questions to ask: What are agency numbers? What stands out? Within what context do we talk about? What can't be discounted is the inability of some THs to meet goals - we need to utilize HMIS to work with providers to meet target goals. The board needs to be active in this effort, most likely through the Quality and Performance Committee. What leverage do we have in regards to funding?
- HMIS reports: plan is to publish reports after the Board reviews them (quarterly basis). Terry will host a seminar with the providers to review methods for calculations. The goal is to improve outcomes for family and individual households – collectively as a community, not solely for an individual agency. One recommendation from the Board was to include the goal for each indicator on the Indicator Snapshot.

### **Committee reports**

HSC: next meeting is May 14, 2013; their most recent report was included in Board members' packets.

Q&P: next meeting is May 20, 2013; goal is to always ensure due diligence; reviewed action of committee to date.

PR: next meeting is May 1, 2013; they are seeking members, including community members.

TAAEH: annual retreat is to be held June 14, 2013; concern as to effect of entity – no candidates have been submitted for the executive committee as of yet; only 25% of agencies send EDs to meetings.

ED Search: Candidate Thomas Bonnington will be here from April 29<sup>th</sup> -May 1<sup>st</sup>. Joe will forward a full written report to the Board. Arrangements as to costs for his visit are as follows: the Board will pay for all ground costs with Mr. Bonnington assuming responsibility for air travel expenses. If he is hired, he will be reimbursed within six months of hire. Moore reminded members of the \$15,000 available from UW that can be drawn prior to June 30<sup>th</sup>, provided a request is submitted. The committee will select agencies for Mr. Bonnington to visit, per his request. He will also meet with the available Board members (pre-selected questions), HB staff, and the Director of the Department of Neighborhoods as part of his visit.

New Business: Reviewed the document "*Recommendations for Determination of Disabling Conditions and Assessment for Supportive Housing*", as forwarded from the HCN for final approval - there is no tool that exists for all disabling conditions; HUD's definition focuses on how a disabling condition hinders the ability to obtain housing for persons; discussion included issues such as privacy and HIPAA - LMHA uses a form (9886) that could be utilized as a template. The form would need to include a release of information for assisting clients also working with NHA. The goal is to help those who need it the most. The inclusion of "substance abuse" as a factor for determining a disabling condition may require more testing. The consensus was to remove this sentence until further testing is conducted. Motion made by Tafelski to approve with this amendment, 2<sup>nd</sup> by Embree; approved by full board.

There being no further business, the meeting was adjourned (motion by Mathews, 2<sup>nd</sup> by Embree, approved) at 10:04 AM.

**\*\*Next Board meeting: June 26 at 8:30 AM**