

MEETING MINUTES

Tuesday, August 15, 2017 (11:00 a.m.)

Memphis Leadership Foundation

CoC Planning Committee Meeting

MEMPHIS & SHELBY COUNTY HOMELESS CONSORTIUM



Call to Order

The meeting was called to order at 11:00 a.m. by Alan Butson.

Approval of Minutes

The committee members took time to review the minutes of the last meeting. With a motion from Tamara Hendrix and a second by Teresa Franklin, the minutes were approved with no corrections.

Special Presentation on FY2017 NOFA Rank & Review Process

In preparation for next week's rank and review session, Cheré provided the committee with a thorough overview of the rank and review process for the FY2017 NOFA. This process has been updated to include an update to regulations and requirements as set forth in the FY2017 document. The presentation gave clear explanations of HUD's goals for the competition, an overview of the rank and review process and terminology, the responsibilities of the rank and review committee and how they are to be carried out, and who has the final word on all decisions at the conclusion of the process.

Cheré announced that the presentation will be available on the CAFTH website after this meeting.

NOFA Due Dates

Dana Brooks reminded members of the committee that their Program Manual, APR, and most recent closeout letters are all due to CAFTH by close of business tomorrow.

Announcements

- Herman provided the group with an overview of Project Homeless Connect 2017, along with a plea for additional volunteers and donated goods. Anyone with questions can contact him for additional information.
- Dana announced that the Outreach Group will meet on August 30th at 10:00 a.m. Anyone who can help administer the VI-SPDAT at Project Homeless Connect is asked to attend this meeting.
- Al reminded everyone that Project CHALLNG will take place on August 23rd.
- Tanyce Davis provided clarification of the 0625 form usage and how to properly generate the APR report. She also requested that all agencies submit their new agency profile as soon as possible.

- Cheré announced that some people still have not completed the setup of their Sage accounts and asked that interested persons contact CAFTH for technical assistance as needed.
- Kimberly Mitchell announced that the annual grants workshop will be held in December this year and pointed out that the process will move from paper submissions to electronic. A second round of ESG funding is being made available. She provided the group with highlights from a conference that she recently attended in Tampa, Florida. Due to HOPWA modernization, changes will result in less funding over a six year period.

The meeting adjourned at 11:45 a.m. with no further discussion.

Minutes Approved By:

Date: ____/____/____