

# MEETING MINUTES

Tuesday, August 21, 2018 (11:00 a.m.)  
Case Management, Inc.

CoC Planning Committee Meeting

## MEMPHIS & SHELBY COUNTY HOMELESS CONSORTIUM



### **Call to Order**

The meeting was called to order at 11:04 a.m. by Kellie Cole. Kellie began today's meeting with introductions.

### **Introduction of New CoC Coordinator**

Kellie introduced Kelly Forstbauer as the new Continuum of Care Coordinator with Community Alliance for the Homeless, Inc.

### **Review and Approval of Minutes**

The minutes of the July planning committee meeting were reviewed. With a motion from Mary Hamlett and a second by Dana Brooks, the minutes were approved with no corrections.

### **NOFA Schedule Updates**

Kellie reminded everyone that agency applications were due last week on the 15<sup>th</sup>. The rank and review session is currently in progress. Kellie walked everyone through the scorecard document and explained how that information is used in the rank and review process. Elizabeth Fletcher asked about removing the subjectiveness of the rank and review policies. To this, Dana Brooks and Alan Butson added that the rank and review committee handle the manner in which they wish to proceed with eliminating subjectivity. Tanyce Davis added that CAFTH staff is present to address any questions posed by the rank and review committee. Al Butson added that the narratives are available to the committee as well. Tanyce offered further clarification on the satisfaction survey and how it is factored into the scoring. In closing, both Shearry Bobo and Mia Cotton requested copies of the scorecards for their organizations.

Tanyce Davis issued a reminder to programs regarding SAGE reporting due dates.

### **NOFA Consolidated Application System Discussion**

Kellie led the group in a discussion to generate responses to specific questions on the Consolidated Application that required input from the membership.

### **Project Homeless Connect 2018**

Kellie announced that we are getting close to the scheduled date for Project Homeless Connect 2018. The event will take place on October 18<sup>th</sup>, and everyone's participation is appreciated as we work to secure volunteers and providers for this year's effort.

**Announcements**

The floor was opened for announcements.

- Lawrence Wilson announced that JustCity has a Clean Slate Fund which assists clients with felony expungement.
- Kellie announced that the Veterans Committee has been re-energized and that Emily Connell has agreed to serve as the new Chair. She added that strategic planning will be conducted in the September consortium meeting and urged everyone to be in attendance.
- Friends for Life has moved all clients who were displaced due to fire back into housing. The organization is looking into purchasing devices that shut stoves off after a specific time of remaining unused.

**Adjournment**

The meeting adjourned with no further discussion at 12:05 p. m.

Minutes Approved By:

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Date: \_\_\_\_/\_\_\_\_/\_\_\_\_