

MEETING MINUTES

April 19, 2016 (10:30 a.m.)
Community Foundation of Greater Memphis

CoC PLANNING COMMITTEE MEETING

MEMPHIS & SHELBY COUNTY HOMELESS CONSORTIUM



Call to Order

The meeting was called to order at 10:30 a.m. by Cheré Bradshaw. Cheré began the meeting with introductions, then announced the recent promotions of Dana Brooks (CoC Planning Director) and Herman Dickey (CoC Coordinator). She also announced that a new CABHI Coordinator will join the CAFTH team beginning May 16th.

Review and Approval of Minutes

The minutes of the February Planning Committee meeting were reviewed. With a motion from Caprice Snyder and a second from Wesley Smith, the minutes were approved with no corrections.

Presentation on the SOAR Program

NaaDzama Oddoye (Representative for the SOAR Program), provided the group with an overview of the program. SOAR is a part of the Cooperative Agreement to Benefit Homeless Individuals (CABHI) grant.

In her presentation, she explained why SSP/SSOI is important for individuals, the definition of disability, the overall process of applying for benefits, the goals of the SOAR program, and information on the ideal candidate to receive SOAR benefits. In closing, she informed the group that our local representative is Melinda Jones (901-821-5600 or melinda.jones@cmiofmemphis.org).

CAFTH Report

Cheré announced that all data from the 2016 Point in Time count has been confirmed and is now available on the CAFTH website. A copy of the final report was handed to each committee member to review.

Cheré informed everyone that HUD will host a special training session on May 17th at 8:00 a.m., and attendance is mandatory for all CoC grantees. At least one person from each organization must be in attendance. Katherine Lewis announced that the CMI office has been designated as the location for this special training session. Cheré concluded by stating that anyone who wishes to learn about HUD regulations is welcome to attend.

Subcommittee for Agency & Project Component for Evaluation Tool

Cheré explained the process and emphasized the need for revisions to the existing documentation for clarification and transparency. She also explained the need to modify documents to be more user friendly, and asked for volunteers to assist in this process. Jacquelyn Williams, Lawrence Wilson, and Caprice Snyder agreed to assist. Other members will be recruited as the deadline approaches.

Annual Satisfaction Survey

Chéré announced that the survey has been issued to the key contact of each organization via e-mail, and she explained the process for participation and submission. The current agreement doesn't expire until September, but we wanted to be sure to have this portion of the process out of the way long before the NOFA.

The Excellence Awards

Herman Dickey announced that the Excellence Awards will be presented at our June meeting, and explained the nomination process. A handout was also issued with the criteria and instructions for nominations.

Other Announcements

Chéré announced that a Planning Committee Chair is needed, and urged members to contact Kim Daugherty for recommendations.

Tanyce Davis announced that CAFTH will be completing the HIC, which is due to HUD very soon. A PDF will be sent to the Executive Director of each organization with a request to ensure that all data to reflect chronic homelessness is correct.

The meeting adjourned at 11:26 a.m. with no further discussion.

Minutes Approved By: _____ Date: ____/____/____
