

SDHHC
Policy Advisory Committee (PAC)
1-10-19 Meeting Minutes

Members present

Joseph Tielke, Co-Chair
Stephanie Monroe, Co-Chair
Melanie Bliss
Andrea Denke
Sherry Scudder

Members absent

Kim Clausen
Joanne Hairy Shirt
Chelsie Ogaard
Montie Barkley
Anita Deranleau

Other attendees (SDHDA)

Davis Schofield
Denise Albertson

Agenda

- PAC Meeting minutes Dec. 2018
- SDHHC Quarterly meeting
- SDHHC Legislative Day
- Point-In-Time Count Report
- CES Update
- HMIS NOFA Update
- PAC vacancy

The Policy and Advisory Committee was not represented by a quorum of members allowing for official business of SDHHC to be conducted. PAC meeting minutes from 12-13-18 were reviewed. No official action taken as a quorum was not present.

The first order of business today was a discussion related to PAC attendance. Joe Tielke voiced his concerns with PAC related attendance. The PAC members had a general discussion on PAC attendance. Davis was directed by the PAC present to email to PAC members the attendance records from past year along with SDHHC documents related to PAC attendance for PAC meetings and quarterly SDHHC meetings. Sherry Scudder provided some ideas for communicating with PAC members.

The next order of business was a discussion on the next SDHHC quarterly meeting on 3-5-19 at Chamberlain. The PAC discussed issues with technology and SKYPE as meeting tool for the Consortium. Joe commented about in-person meetings being more effective. Melanie Bliss and Stephanie Monroe discussed the value in having the Consortium members in the room to collaborate. Denise Albertson commented that there was little discussion besides Melanie from those attending via SKYPE. Joe expressed his experience as different from being in person and using call in attendance. Melanie reported that she would like to see more group activities at quarterly meetings and commented on some experiences she has had at meeting recently involving group activities.

PAC next addressed plans for 2019 Legislative day which is January 28, 2019 at state capitol at Pierre. PAC members discussed ideas for marketing. Davis informed the PAC that an application was sent to SD NAMI to join group for SD mental health and homelessness day. There is a \$250 fee that covers the cost of a meal for legislators, table for event, and space to meet with law makers in capitol rotunda. SDHDA Marketing is helping create a flier for distribution to legislators. Sherry discussed her plans to attend. Joseph and Stephanie reported that they were both definitely unable to attend this year.

PAC discussed Coordinated Entry System (CES) – Community of Practice TA. Davis and Denise discussed that they will be involved in CES pilot project for HUD TA on CES beginning in a couple weeks. The plan is to keep the PAC informed. Issues remain with staff turn-over at Helpline center. Case conferencing is developing nicely. Updates to the CES manual and training materials are in the works. Denise provided PAC members with statistics on CES including number of participants entering the system and current participants leaving system with positive results and unknown results.

PAC was informed most recent updates on PIT Count organizational efforts by Davis. Melanie discussed importance of Sioux Falls Churches to homeless efforts. Andrea discussed training related ideas for PIT Count. Davis informed PAC that Andrea has shared her power point for training with statewide coordinators and thanked Andrea for her efforts. Andrea requested that the PIT Count mobile application be set to live on Sunday AM prior to Count date, as there is an event in Rapid City on Sunday morning that volunteers plan to attend and begin count. There was a discussion on count parameters and this activity is acceptable based on HUD guidance materials. Davis will plan to be in the office on Sunday early AM to switch the count from training to live.

Next order of business for PAC was discussion of HMIS NOFA. Davis and Denise provided PAC with information on application activities and deadline of 1/31/19 for submission. SDHDA as Lead HMIS agency will complete application and be grantee of awarded. Ideas for use of these funds were discussed by Denise and Davis and include; end user training, software development, efforts to recruit new HMIS users, data cleaning, etc.

PAC member vacancy was discussed. Heather Bailey has resigned from PAC due to promotion at VA. Stephanie discussed numerous changes occurring at Sioux Falls, VA. Joseph and Stephanie discussed reviewing the folks that applied for PAC at June 2018 SDHHC meeting, but were not elected, as a way to consider filling the open position. Melanie commented on PAC duties and responsibilities. Davis commented that there may be additional PAC position(s) to fill depending on PAC member responses to the attendance records that are to be distributed next week. Davis discussed his current understanding of the processes to fill vacant PAC position(s) and process for removing PAC members for attendance issues based upon SDHHC organization documents. The plan is for Davis to distribute the SDHHC By-Laws and CoC Governance Charter to PAC members for their review and PAC will also be provided with updated information on PAC meeting attendance since June 2018.

The PAC meeting was formally adjourned. Joseph moved and Stephanie seconded to adjourn. The next general monthly PAC meeting will be Thursday, February 14, 2019 at 11 am central time.