

**SDHHC**  
**Policy Advisory Committee (PAC)**  
**2-14-19 Meeting Minutes**

**Members present**

Joseph Tielke, Co-Chair  
Stephanie Monroe, Co-Chair  
Melanie Bliss  
Andrea Denke  
Sherry Scudder  
Anita Deranleau  
Montie Barkley

**Members absent**

Kim Clausen- resigned  
Joanne Hairy Shirt-resigned  
Chelsie Ogaard-Secretary  
Heather Bailey- resigned

**Other attendees (SDHDA)**

Davis Schofield  
Denise Albertson  
Lorraine Polak

**Agenda**

- Review Pac minutes for 12/19 and 01/19
- Address issues associated with PAC vacancies
- PIT Count report
- 3-5-19 SDHDA Quarterly Meeting Agenda
- VOA - Rocky Mountains support letter request
- HMIS NOFA

The Policy and Advisory Committee was represented by a quorum of members allowing for official business of SDHHC to be conducted. PAC meeting minutes from 12-13-18 were discussed and corrections will be made to the document and it will be represented at next meeting for approval. The January PAC meetings were approved as Sherrie Scudder moved to accept and Anita Deranleau seconded and PAC approved.

The next order of business today was a discussion on Joanne Hairy Shirt resigning from the PAC and retiring from her job at VA effective immediately. The PAC members had a general discussion on filling the three PAC vacancies from resignation. PAC was informed that three

additional PAC positions will have terms ending in June 2019. This results in 6 PAC positions being required to be filled. Lorraine Polak discussed postponing filling the 3 resigned PAC positions until the June 2019 elections planned yearly at Homeless Summit. This will allow for time to develop processes to support PAC members and time for candidates to fully consider their interest in desire in PAC membership, while candidates are being more informed of expectations. Melanie discussed candidates for PAC position and ideas for seeking nominations from these individuals. Davis and Lorraine discussed on ongoing needs to update PAC documents to ensure there is a clear understanding of processes including replacing PAC members. Melanie discussed ideas associated with PAC candidates providing information on qualifications and interest in a resume type format. One resume has already been received and forwarded to PAC members for consideration. Stephanie discussed ideas associated with additional PAC membership for those with a lived history of homelessness. Montie Barclay reported his intentions to seek an additional term on PAC. There was a discussion on Domestic Violence providers and consumers and importance of working to have this voice on PAC. A brief discussion occurred on PAC term limits ideas. Lorraine began discussion on reimbursement plans for PAC members. Melanie voiced her support for costs reimbursement plans. Lorraine reported her intentions to seek the use of SDHDA CoC Planning Grant funds to support PAC related membership costs including a per diem and transportation type compensation system organized based upon SD state travel compensation rates. The plan is to develop a PAC reimbursement system in place by June 2019 elections. Melanie discussed moving the PAC elections to the first day of the Summit and PAC agreed this was a good plan. The PAC discussed ending nominations for PAC election about two weeks prior to the summit. Stephanie and Melanie discussed meeting dates and times for the future. Anita and Joseph Tielke agreed that we should set the future meeting times and dates after the elections in June and maintain current schedule until that time.

The next order of business was a discussion on the PIT Count. Davis reported that there appears to be reduction in PIT Count numbers this year as compared to 2018. The Veteran Homelessness numbers appear to be significantly reduced possibly as much as 40%. The plan is to have the PIT Count completed by the end of March 2019.

PAC next issues including general discussion of March quarterly meeting scheduled for Chamberlain. A discussion on weather related issues was had. The meeting agenda was shared. PAC members discussed ensuing there was ample time for PAC election discussion. Davis will plan to devote portion of quarterly meeting to discussion of PAC membership elections and plans developed to fill seats.

PAC discussed VOA Rocky Mountains request from SDHHC to provide a letter of support for a VA program grant application. Andrea requested clarification of past involvement in SDHHC of this organization. Davis provided info on the agencies current involvement in Veteran services in Black Hills Region and attendance at monthly veteran committee meeting on one occasion thus far. Stephanie discussed the importance of involving new organizations and promoting

healthy competition to improve services and outcomes for homeless. In the end, it was agreed by PAC that SDHDA would provide a letter on behalf of PAC for support based upon current involvement of this organization in the consortium and general support for working together to end homelessness.

Next order of business for PAC was discussion of HMIS NOFA. Davis and Denise provided PAC with information on new application materials deadline of 3/28/19 for submission. SDHDA as Lead HMIS agency will complete application and be grantee of awarded funds. 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, and creation of data integration platform. SDHDA is working with TA provider to submit Phase 2 of plans of NOFA with anticipated start date of grant for 9/2019.

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