

Governance Committee

June 5th, 2019, 2 pm – 3 pm MST

Conference Call: (866) 672-5590, Passcode: 5219681237#

For IHFA only: Leader pin: *9792#

Participants:

Red indicates those who were absent

Region 1 – Cindy Wood, Family Promise of North Idaho

Region 2 – Steve Bonnar, Sojourners' Alliance

Region 3 – Deborah Udan, Jannus

Region 4 - Vacant

Region 5 - Leslie Foltz (Committee Chair), Bannock Youth

Region 6 – Cathy Kotecki, Dept. of Health & Welfare

IHFA – Kristina Larkin, Shelby Hammond, and Shawn Walters

New Items:

1. Introductions
2. Mission Statement for the Committee- Please keep brainstorming ideas for what our mission statement could be for Governance. If you have any ideas please email me and we can send them out to the group to vote on.
 - Strategic Planning Committee mission statement: “The goal of the Strategic Planning Committee is to discern what steps the Idaho BoS can take to help accomplish functional zero homelessness.”
 - “The goal of the Governance Committee is to develop and propose policy and procedure updates to the IHCC board to help better serve the Continuum”
 - The governance committee is responsible for reviewing the governance structures and practices of the IHCC and report its findings and recommendations to the IHCC board. This may include a careful examination of the board’s composition, the needs of the board to effectively fulfill its duties and responsibilities, the mission and vision of the organization, and its Operating Guidelines.
 - Use these two suggestions and combine them?
3. Written Standards Updates
 - Shelter Budget breakdown- Currently a 30% Cap on Services. No longer a HUD requirement to cap services and can be split up however.
 - I will reword this section of the Operating Guidelines to remove the 30% cap
 - Homeless Prevention requirements
 - Approves of changes but wants to add something about verifying landlord documentation.
4. Operating Guidelines

- Rewording highlighted sections below
 - For the first section, I will work internally to figure out the intentions of this section and then come up with a better wording for it.
 - Any comments or questions?
5. Other business?
- Steve Bonnar from Region 2 would like to revisit the section of the Operating Guidelines that states Board membership will be a one-year term, and look to change it to two years.

Operating Guidelines:

Board Voting Membership Makeup

Voting Membership Shall Consist of:

- (a) One representative from each of the state's six Regional Homeless Coalitions, and a representative from the Boise City/Ada County Continuum of Care
- (b) One representative from the Idaho Department of Health and Welfare, Division of Behavioral Health, Idaho Department of Commerce, Idaho Department of Labor, Idaho Department of Education, Idaho Department of Corrections, Idaho Department of Veterans Affairs, and other members as identified by the IHCC
- (c) A homeless or formerly homeless representative
- (d) A representative of Idaho Housing and Finance Association
- (e) The IHCC will make a concerted effort to assure representation from the following subpopulations:
 - (i) An individual from an organization or project that serves persons with substance use disorders
 - (ii) An individual from an organization or project that serves persons with HIV/AIDS
 - (iii) An individual from an organization or project that serves veterans
 - (iv) An individual from an organization or project that serves the chronically homeless
 - (v) An individual from an organization or project that serves families with children
 - (vi) An individual from an organization or project that serves unaccompanied youth
 - (vii) An individual from an organization or project that serves persons who are seriously mentally ill
 - (viii) An individual from an organization or project that serves persons who are survivors of domestic violence.

Reporting/Analysis

- (a) **Performance Outcomes Reporting (CoC-Wide/Individual Program)** The HMIS Lead Agency will coordinate a collaborative effort of the IHCC to design a performance outcomes report, consistent with the expectations of the HEARTH Act, as well as newly developed reporting requirements. The report(s) will be delivered to the Data Collection, Reporting, and Evaluation Committee for review and approval. The approved reports will be submitted to the IHCC on a quarterly basis and will include an annual year-end analysis.

- (b) **Annual Homeless Assessment Report-Longitudinal System Analysis (LSA)**

The HMIS Lead Agency will manage the collection of all data elements required for the Annual Homeless Assessment Report-Longitudinal System Analysis and enter the data as required into the HUD Homeless Data Exchange. The Data Collection, Reporting, and Evaluation Committee will review and approve the report for submission on behalf of the CoC. The HMIS Lead Agency will provide a report of the data to the next full IHCC meeting following final submission to HUD.

Written Standards:

II. Eligible Participants

Participants must meet one of the following:

1. Category 2: Imminent Risk of Homelessness.
2. Category 4: Fleeing/Attempting to flee Domestic Violence.

Additionally, household income must be below 30% AMI, and household must lack resources and support networks that would prevent them from moving into an emergency shelter (retaining housing at re-evaluation) or other place described in Category 1 of the homelessness definition.

To show imminent risk of homelessness, the participant may provide a 3-Day Notice to Pay or Vacate, or a signed document from a landlord that includes an itemized list of monies owed, and the date by which payment must be received in order to avoid a 3-Day Notice to Pay or Vacate. For additional details related to the HUD definition of homelessness and applicability to each program see Appendix A & Appendix B.

2B. Shelter Component

The role of emergency shelter is to provide a safe place for persons who have been unable to resolve a housing crisis and have no alternatives for temporary housing. The goal of the CoC is to assist residents in moving from shelter into stable housing as quickly as possible. Housing planning should begin immediately upon entry to shelter, or prior to shelter entry should the household be engaged in outreach services.

I. Eligible Activities

A. Services

1. Essential Services (cannot exceed 30% of the total ESG award)
2. Case management
3. Childcare
4. Education Services
5. Employment assistance and job training
6. Outpatient Health Services
7. Life skills training
8. Mental health services
9. Substance abuse treatment services