

**Homeless Coalition
Continuum of Care
Thursday March 9, 2006**

Present: Michele Napolitano, Carole Coppens, Mike Claire, Nancy Johnson, Terry Cole, Cindy Nord,
Minutes: Terry Cole and Cindy Nord

TOPIC/DISCUSSION	ACTION
<u>Minutes:</u> Minutes from the 2/2/06 meeting were reviewed and approved as written.	Minutes approved
<u>HUD debriefing:</u> <ul style="list-style-type: none"> • HUD debriefing was 2/9/06 and Cindy circulated notes immediately following. Members reviewed debriefing notes today, commented on areas where we can improve and agreed to focus on these in 2006 application. • Carole got a call from Steve P. just prior to the meeting and his quick analysis of the Super NOFA is no strategic changes from HUD this year. Less narration, more charts. 	none
<u>Continuum of Care HUD Application Process:</u> <ul style="list-style-type: none"> • CoC developed “Continuum of Care HUD Application Review Process” in 2005. This process was followed in 2005 and served the committee well. The committee is currently following this process for the 2006 application as it continues to serve the process well. <ul style="list-style-type: none"> ○ <i>Members voted unanimously to support the review process already developed.</i> ○ Reminder: as per February 2006 CoC meeting: Members recommended that we agree as a CoC to the need to be flexible with the process dependent on unanticipated changes HUD may request/require when releasing the super NOFA. • We need to set a time for our TA conference now that the NOFA is out. <ul style="list-style-type: none"> ○ Let’s contact Linda Glassman, who is contracted by HUD at CARES to offer TA. ○ Let’s look at the week of March 20th for the TA conference, do open solicitation for interested parties to attend. ○ Press release information regarding the TA conference with all letters of intent due 7 days following the TA conference. • Terry contacted Jo Malin as recommended at Feb. meeting: Jo agreed as before to receive all letters of intent and that she will arrange for others to be on the panel. 	-Cindy will contact Linda Glassman and follow through on scheduling, press release -Terry to follow up again with Jo as to “when” the panel will be brought together
<u>Review Services Activities Chart</u> <ul style="list-style-type: none"> • No time to review at this meeting. Some members have reviewed this chart with recommended changes, some have not. 	Members agreed to come to April meeting with any changes

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<p><u>Addition to agenda: Address Youth Bureau resignation</u></p> <ul style="list-style-type: none"> • Co-chairs received a written resignation of the Youth Bureau staff from the CoC in writing prior to this meeting. The resignation letter (email) was sent out to the CoC for review prior to this meeting. The letter also informed the CoC that the YB supports the work of the CoC. • The committee agreed to accept the resignation and write a letter of acceptance to Beth Saxton, Executive Director, thanking the YB for their contributions over the years. Beth's staff was heading up the homeless count taskgroup and Beth's letter indicated that she would be willing to continue heading up this taskgroup. The committee decided it is important to have a member of the CoC as the head of this taskgroup and to inform Beth of this in the letter from the CoC. 	<p>-Cindy will write the letter to Beth</p>
<p><u>Updates:</u></p> <ul style="list-style-type: none"> • <u>Regional approach to CoC grant funding-</u> none • <u>Exhibit One Workgroup-</u> the taskgroup will be forming and calling it's first meeting • <u>Homeless Count taskgroup</u> - we need to appoint a new head of this taskgroup. No volunteer at this meeting. We also noted that we need more CoC attendance and representation. • <u>Gaps taskgroup-</u> none • <u>Intern/volunteer tasks and duties-</u> none 	<p>-We will appoint someone at the April meeting</p> <p>-Terry will contact Jamie for a Gaps update in April</p>
<p><u>Announcements/Sharing</u></p> <ul style="list-style-type: none"> ▪ Michele or her staff will be attending the HUD sponsored training in Syracuse April 5, 2006. 	
<p><u>Next Meeting Date</u></p> <ul style="list-style-type: none"> ▪ April 6, 2006 1:30-3:00 at DSS 2nd floor conference room. 	