*Each person is a branch of strength within the community.*

Strong branches make
a strong community!

**Summit County Continuum of Care (SCCoC)**

*a collaboration of agencies working together for the homeless*

Executive Committee Meeting Minutes

July 27, 2023

2:00 pm

Microsoft Teams

**Present**: Jackie Hemsworth, Chair; Latoya Harris, Vice Chair; Tammy Skipper, Treasurer; Megan Scheck, Secretary; Joe Scalise, Executive Member; Mar-quetta Boddie, SCCoC Executive Director

**Absent**: None

The meeting was called to order at 2:05pm.

1. Update on Planning Grant
	1. Changes have been implemented at the City in their internal controls and policies, and now the SCCoC has to adhere to their new policies and internal controls, which has caused some struggles, but they have worked it out.
	2. Mar-quetta needs to have a new Board to be an oversight Board that can vote on who serves as the HMIS lead.
		1. The plan was to have 5-7 people serve on that oversight Board.
		2. Mar-quetta wants to make sure that this Board is a working Board
		3. Megan wondered if Helen could serve on this oversight Board as a non-voting ad-hoc member to provide technical assistance and some knowledge of the system.
			1. Joe agreed that someone from the current Board should serve on the oversight Board so there can be a bridge.
			2. Mar-quetta agreed but wondered if Helen has time.
		4. Megan suggested the preliminary term be shorter, perhaps 6 months, to make sure the Board is a working dedicated Board.
			1. Jackie agreed with having the first term be shorter than 2 years, but not as short as 6 months.
		5. Jackie asked about a job description for this role.
		6. Mar-quetta said designating the HMIS Lead agency and designating the SCCoC as the collaborative applicant.
		7. The planning grant allocation was increased from 3% to 5%
2. New Board Members
	1. Brian Rink from Summa has applied for Board membership and is excited to help bridge the gaps between hospitals and the homeless
	2. Holly Cundiff from the ADM Board has been involved long-term with housing and has applied to serve on the SCCoC Board. Could also help with diversifying funding.
	3. Mark Greer has also applied to serve on the Board, and has been involved in this work and very focused on equity, and is excited to be involved. He would also add to Board diversity with his faith-based background and with him being an African American male.
	4. Adding these 3 applicants would bring us from 14 members to the maximum allowed 17 members.
	5. Jackie suggested sending out the applicants’ resumes via email and asking for a vote via email so they could join us at the next Board meeting, rather than waiting until after we meet.
3. Ribbon Cutting
	1. August 11 – actual cutting is at 2pm.
	2. Mar-quetta sent out an email previously asking Board members to volunteer to give tours and talk about the SCCoC.
	3. Megan requested a “cheat sheet” or checklist of items to make sure we cover in the walk through tours. Mar-quetta will ask Shana to work on this and send it out.
	4. Will be in the DAP business newsletter today
	5. Discussed having a gala, but Mar-quetta decided that’s not a good idea. Instead, Mar-quetta was wondering if we should have a conference here in Akron with breakout sessions. She has talked to a few different foundations and there is interest in that.
		1. Latoya was in favor and suggested John S Knight Center for a location
		2. Joe was in favor and suggested modeling it after the Eviction Summit.
		3. Megan asked if it would include breakout sessions that are interesting to people who have worked in housing for a long time, as well as new folks and Mar-quetta said that would be the plan.
		4. A discussion ensued about the beenfits of this conference – engaging the community in education and advocacy, having an opportunity to talk through all the issues specific to our community,
4. Budget
	1. Tammy was having microphone issues so did not present.
5. Executive Director Annual Review
	1. Mar-quetta is overdue for her annual review.
	2. Mar-quetta sent a document outlining changes to salaries and job titles to the Finance Committee and it was approved, but it needs to go to the full Board for review and voting.
	3. We can also add to the next Board meeting agenda to do the ED review.
	4. Last year we did a survey monkey to the full Board.
	5. Mar-quetta is going to send her review of accomplishments over the last year
6. Other business
	1. Mar-quetta asked about if we need more providers than just shelter providers to ask the City why they are not releasing the HOME-ARPA dollars.
	2. Joe stated we have a system problem where we have a lack of resources to place people in need of housing.
	3. Jackie asked about the strategic plan RFP and if it has been released. Helen said she will get back to Mar-quetta in a few weeks and see if it can be posted.
	4. Joe suggested we take the next 60 days to plan what the message is at the September City Council meeting, and make sure that we ask the people who need to be there.
	5. Latoya stated she is taking a new position with the County Executive, but she is not sure if she will be allowed to continue to serve with the SCCoC. She will not be able to participate in attending the City Council meeting because she will be employed by the county and it would be a conflict.
	6. Mar-quetta discussed two funded programs; Legacy III and AMHA S+C vouchers. Legacy III has still not been following Housing First, despite being asked to previously, and still requires their residents to maintain sobriety. AMHA’s S+C vouchers have been underutilized for several years. These programs will be discussed at the next Ranking and Review meeting.

Having no further business, the meeting adjourned at 3:14pm.