



Atlanta CoC Governing Council Meeting

Minutes

Partners for HOME

Sep 26, 2023 at 8:30 AM EDT

@ 341 Ponce De Leon Ave NE, Atlanta, GA 30308 - Phyllis Kozarsky Conference Room

Attendance

Present:

Members: LaTarsha Holden (remote), Kellie Bryson (remote), Natalie Hall (remote), Robert Herrera (remote), Tracy Jones (remote), Leslie Marshburn, Erika Mitchell (remote), Amelia Nickerson (remote), Maxwell Ruppensburg (remote), Brad Schweers (remote), Meaghan Shannon-Vlkovic, Sean Smith (remote), Cathryn Vassell

Guests: Kayland Arrington, Abby Bracewell, Anita Harris (remote), Annie Hyrila, Paisley Stewart

I. Welcome - Meaghan Vlkovic

II. Minute Approval* - Meaghan Vlkovic

Minutes from the June 27 meeting were unanimously approved as presented.

 [Atlanta CoC GC Mtg Minutes 06 27 23 FINAL.docx](#)

III. Housing Navigation Program Model* - Paisley Stewart

Paisley Stewart, Project Manager of Coordinated Entry at Partners for HOME, presented the updated housing navigation program model (previously the system navigation program model). Updates to the model include:

- Wording of the program description and timeframe.
- Changes to some outcomes and KPIs.
- Inclusion of verbiage related to diversion.
- Changes to contact requirements (shift to bi-weekly from monthly).

Please see the meeting packet for more information.

The Governing Council unanimously approved the revised Housing Navigation Program Model as presented.

 [Housing Navigation Program Model.pdf](#)

IV. Charter Review and Approval* - Meaghan Vlkovic

The Governing Council reviewed the revised CoC charter. The Governance Committee had utilized ICF as a consultant and sent the charter to Jack Hardin's legal firm for review. Changes to the charter include:

- Amendment to the verbiage around standing committees.
- Inclusion of a vice-chair for the Governing Council.
- Distinguishing between voting and non-voting members.
- Defining stakeholder group inclusion on the Governing Council.
- Description of the MOU between the Atlanta CoC and Partners for HOME.
- Inclusion of a representative from the HMIS Lead Agency on the Governing Council.

Please see the packet for the updated charter.

Some suggested updates included:

- Eliminating the time limits for those with lived experience to sit on the Client Advisory Council and the Youth Action Board.
- Including titles on each of the sections.

The Governing Council unanimously approved the charter with the suggested updates.

 [2023 Charter and Bylaws Draft.pdf](#)

V. Committee Updates - All

A. Policy Committee - Cathryn Vassell

The Policy Committee met a few weeks prior to the Governing Council meeting. They have not yet appointed a committee chair.

The committee discussed the two items from their section of the action plan:

1. Develop a library or database for policies and procedures.
2. Develop the process for updating a policy or procedure.

All policies and program models will eventually be uploaded to the new Partners for HOME website. The committee also discussed when policies would be reviewed. They decided that policies will be reviewed on an as-needed basis. There was also a recommendation to engage a HUD TA to assist with an annual review of policies. The conflict of interest policy for Governing Council members now includes a disclosure form. Conflict of interest forms will go out in spring of 2024.

B. Governance Committee - Meaghan Vlkovic

The Governing Council meetings and CoC meetings will be combined starting in 2024. The CoC meetings are currently on the second Tuesday of every other month starting in January. The Governing Council meetings will be open to CoC members, and committees will meet on the months in between the combined CoC and Governing Council meetings.

The Governing Council unanimously approved to change the meeting cadence to bi-monthly starting in 2024.

The Governing Council unanimously approved to begin in-person meetings beginning in 2024.

C. Performance Committee - Kayland Arrington

The Performance Committee is looking for new members. If Governing Council members are interested in joining, they should reach out to [Kayland Arrington](#), the new Director of Continuous Quality Improvement at Partners for HOME. The Performance Committee looks at system vitals to assess how the system is performing. The recommendation was put forth that the committee could be opened to individuals outside of the Governing Council.

D. Rank & Review Committee - Robert Herrera

Over the last few months, the Rank & Review committee has been meeting to assess and score applications for the HUD NOFO. The priority listing has been presented and approved and can be found on the [Partners for HOME website](#). The priority listing is a list of all of the agencies who receive CoC dollars from HUD and where they rank in the competition. The entities that receive a lower ranking or don't get ranked are able to appeal. \$13 million worth of projects will be incorporated into the final application. This includes new and renewal applications, planning grant funds, and bonus funds applications. The consolidated application includes the priority listing, individual agency applications, and qualitative components required by HUD.

VI. Strategic Plan Update and Next Steps - Cathryn Vassell

The Strategic Plan has been formally adopted by the Governing Council. Next steps include briefing the Mayor's cabinet and conducting briefings with respective stakeholder groups as well as determining strategies for securing dedicated revenue and reporting performance.

A communications committee has been formed to create a communications strategy to avoid being taken off-course.

Initial analysis for securing dedicated revenue suggests that the system will need \$40 million annually to sustain the work. Ideas that have been explored include taxes at the city level and adding a revenue stream to the state Housing Trust Fund. Please see slides for additional details.

The Mayor has authorized \$4 million for a rapid/quick delivery housing initiative. Two sites have been identified. The first site is 184 Forsyth Street, which is currently operating as a parking lot. The state emergency management agency (GEMA) has donated containers that were previously ICU units to serve as the initial units for the site. Other containers will be purchased to bring the total to 40 units. A provider committee has been created to solicit input from homeless service providers and people with lived homelessness experience. Please see slides for additional details.

 [Governing Council 9-26-23 strategic plan update.pptx](#)

VII. CoC End-of-Year Celebration - Cathryn Vassell

Partners for HOME hosted an end-of-year celebration for CoC stakeholders in 2022 to celebrate the individuals doing the work on the ground in the Atlanta CoC. Meaghan Vikovic suggested that the Governing Council take a role in planning this event in conjunction with Partners for HOME. Anyone interested in assisting with planning efforts should reach out to [Abby Bracewell](#).