

BLUEPRINT COUNCIL | MAY 16, 2016

MEETING MINUTES

10:00 A.M. – 12:00 P.M.

CHIP, 1100 W. 42nd Street, Indianapolis, IN 46208

I. WELCOME AND INTRODUCTIONS – MARY JONES – 10:02 A.M.

- A. In attendance: Raymond Berry, Rebekah Bricker, Michael Butler, Julie Fidler, Jennie Fults, Terri Garcia, Heather Hamm, Crystal Haslett, Matt Holland, Sandy Jeffers, Mary Jones, Julia Kathary, Leslie Kelly, Courtney Purnell, Kirk Taylor, Jeremy Turner, Jenni White, Michelle Winfield, Alan Witchey, Zach Alexander (notes)
- B. Guests: Rev. Antonio Alexander, Scott Armstrong, Jennifer Dyer, Rev. David Greene, Keshia Knight, Kay Wiles

II. CONSENT AGENDA – MEMBERS

- A. Blueprint Council unanimously approved March minutes

III. BLUEPRINT COUNCIL BUSINESS

CHARTER REVISION WORKGROUP UPDATE – LESLIE KELLY

- A. Still in process with a hardworking, committed group
- B. Going through the charter line-by-line; currently on page 7
- C. Received input from the Elections Workgroup to help revise the Blueprint Council Election portions of the Charter
- D. Current revisions being considered to the charter
 - 1. Separating detailed elections procedures from the charter itself
 - 2. Looking at Blueprint Council composition
 - 3. Creating an executive committee with succession plans and perhaps PR roles

ELECTIONS WORKGROUP UPDATE – JULIA KATHARY AND REV. ANTONIO ALEXANDER

- A. Election has been launched!
- B. Elections close Tuesday, May 24

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- C. The Elections Workgroup will meet on Thursday, May 26 to verify and tabulate the elections results
- D. Discussion on Blueprint Council needing to maintain an uneven number of members.
 - 1. Should the Elections Workgroup address the issue of an even number given election results? Or should this decision go back to the Blueprint Council
 - a. Alan Withey thinks the Elections Workgroup should resolve the issue itself
 - b. Mary Jones wants to have city legal review the Charter to determine if it violates the Charter to have the election committee name the additional member at larger in the event an uneven number of council members will be seated at the end of the election process.
 - c. Jennie Fults will review the charter with City Counsel to make sure whatever course of action that is taken is in compliance with the charter before the election ends
 - d. Leslie Kelly does not see why the Blueprint Council needs to appoint the Member At-Large to make the Council number odd; the election itself should allow for constructing the desirable odd number needed as outlined by the charter
 - e. This need for revolving numbers and tie-breaking needs to be addressed in the charter
 - 2. Alan Withey moves to have the Elections Workgroup to select the appropriate number of Blueprint Council Member At-Large candidates to have the appropriate, odd number as outlined in the charter
 - a. Motion is withdrawn
 - 3. Leslie Kelly thinks that this information should be disseminated via email so the Blueprint Council can vote on the best course of action to addressing the potential issue on having an even number of Blueprint Council members
 - 4. Kirk Taylor thinks the issue lies in the power of the Blueprint Council has to resolve issues of falling out of compliance with the charter.

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- E. **Decision:** The Blueprint Council agreed that the City legal department should confirm that the Election Workgroup has the authority to make the decision based on the election. If the legal department feels the workgroup has the authority, they should make the selection. If not, the decision will be made at a June Blueprint Council meeting.

IV. UPDATES AND ACTION ITEMS BY COMMITTEE

PLANNING & INVESTMENT COMMITTEE – MARY JONES

- A. Blueprint 2.0 Midway Evaluation - Alan Witchey
 - 1. Review the Blueprint 2.0 Midway Evaluation document. It is finalized and will be posted on the CoC website.

PROGRAM APPLICATION & TECHNICAL ASSISTANCE COMMITTEE – KIRK TAYLOR

- A. Transitional Housing/HUD Priorities Discussion *****ACTION ITEM***** - Kay Wiles
 - 1. The PATA Committee will not accept any new transitional housing projects and will only renew transitional housing projects serving HUD-prioritized populations; these projects will be reviewed and ranked using the ranking process
 - 2. Discussion of the policy
 - a. Two of the three transitional housing programs remaining would be eliminated with the implementation of this policy.
 - i. Julian Center would be the remaining eligible program to be able to apply for funding by HUD dollars
 - b. This would put Indianapolis in alignment with HUD priorities, which is something the Indianapolis CoC has struggled with
 - 3. Kirk Taylor moves to approve the policy aforementioned by the PATA Committee
 - a. **Formal Vote:** 15 (approve) - 0 (against) -4 (abstain)

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b. **Verdict: The Blueprint Council approves this motion of accepting PATA's new transitional housing policy.**

4. Personal conversations will be had with the two organizations affected by the implementation of this policy to provide necessary support

B. CoC Project Ranking and Scoring Process *****ACTION ITEM***** - Leslie Kelly, Jennifer Dyer, Kay Wiles, and Kirk Taylor

1. Project ranking order as outlined in the Ranking and Review Policy (See supporting document for more details)

- a. 1. Renewal permanent supportive housing (PSH) projects scoring between 100-80 points (high performing)*
2. First Time Renewal PSH and Rapid Rehousing (RRH)
3. Renewal HMIS (bottom of Tier 1)
4. New supportive services only (SSO) project for common assessment created through reallocation
5. New PSH projects created through reallocation
6. New RRH project created through reallocation
7. New HMIS created through reallocation
8. New PSH created through bonus money
9. New RRH created through bonus money
10. Renewal transitional housing (TH) targeting HUD's three priority populations – domestic violence, substance abuse, and youth
11. PSH renewal – scoring 79 or below (low performing)*
12. RRH renewal – scoring 79 or below (low performing)*
13. TH renewal – scoring 79 or below (low performing)*

High performance and low performance points will be determined once the scoring tool has been tested

2. Scoring elements in the ranking process (See supporting document for more details)

- a. Housing Results (20 points)
- b. Non-employment income (10 points)
- c. Employment (8 points)
- d. Mainstream benefits (8 points)
- e. Draw down rate (10 points)

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- f. Priority populations (4 points)
 - g. Harder to serve (4 points)
 - h. Housing First (8 points)
 - i. HMIS Data Quality & Quantity (15 points)
 - j. Program/Bed Utilization (8 points)
 - k. Leverage (5 points)
3. Discussion on new project ranking and scoring
- a. Will previous projects be reviewed under this new ranking and scoring policy to see how it would work?
 - i. The PATA Committee is planning on running a “trial run” of this new procedure to see how it works and to run any changes to the process that are needed prior to the NOFA dropping later this year
 - ii. The PATA Committee is looking to have conversations with existing agencies/projects in order to educate them on the new ranking scoring process to help them in possible low-scoring areas on the ranking process
 - b. Indy CoC needs to initiate HUD monitoring to keep projects accountable and to raise scoring in lower performing projects
 - i. Ideally, every quarter, each project will be reviewed so that they know their standing to improve categories that are low-scoring
 - ii. This year, PATA wants to do this procedure at least two times before the 2016 NOFA (funding for 2017) drops
 - c. Readings of the NOFA may allow for changes to the ranking process; its more fluid and not as set-in-stone in order to comply with the NOFA
4. Mary Jones moves to accept the PATA Committee’s policies/tools for the HUD ranking and scoring process
- a. **Formal Vote: 18 (approve) – 0 (against) – 1 (abstain)**
 - b. **Verdict: The Blueprint Council approves this motion to accept the HUD ranking and scoring policies and tools.**

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COMMUNITY EDUCATION & PUBLIC POLICY COMMITTEE – MATT HOLLAND

- A. Initiating new action plans done through Community Solutions to have a bit more direction
- B. *Time Out of Mind* screening, book discussion, and beer reception on May 17 at Central Library from 6-9:30 p.m.
- C. Still looking to replace Joan as the co-chair of the committee
- D. Getting new members and new energy to really delve into the action plans for the committee
- E. Meetings are **every second Monday, 3:00 - 4:30 p.m.**

HOUSING & SUPPORT SERVICES COMMITTEE – HEATHER HAMM

- A. Housing priority list *****ACTION ITEM***** - Heather Hamm
 - 1. Not going to cut off on the Vulnerability Index (VI)
 - 2. Once Coordinated Entry is implemented, hoping to triage lower VI individuals with Coordinated Entry
 - 3. Defining “veteran” through HUD/VASH
 - 4. Recommendation for housing priority list
 - a. Chronic homeless
 - i. Completed application
 - ii. New chronic documentation
 - iii. VI score (highest to lowest)
 - i. If VI is equal
 - 1. Veterans
 - 2. Youth
 - b. Non-chronic homeless
 - i. Completed application
 - ii. VI score (highest to lowest)
 - i. If VI is equal
 - 1. Veterans
 - 2. Youth
 - 5. Discussion on the housing priority list
 - a. Will the score of niche programs who might not have chronic homeless clients be affected by this? What if

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chronic homeless documentation cannot be found for clients?

- i. As of now, chronic homeless documentation is not too hard to find
- ii. Try to make the best call possible and taking circumstances into consideration

6. Heather Hamm moves to approve the aforementioned housing priority list

- a. **Formal Vote: 18 (approve) – 0 (against) – 1 (abstain)**
- b. **Verdict: The Blueprint Council approves this motion to accept the housing prioritization list as presented by the Housing and Services Committee.**

B. Veterans' Homelessness Plan - Alan Withey

1. The Veterans Administration (VA) and HUD requires this comprehensive veterans' homelessness action plan to end veterans' homelessness
2. The Veterans' Homelessness Taskforce is asking the Blueprint Council to endorse the Veterans' Homeless Plan
3. Discussion on the Veterans' Homelessness Plan
 - a. There is fear that this plan is being done in isolation and is a silo separate from the greater community and CoC
 - i. This plan has community involvement and should not serve as a silo independent from the community
 - ii. This is a workgroup that operates under the CoC
 - iii. Planning and Investment will serve as a checks and balance and ensure that these plans are being followed; this will be reported on every Blueprint Council meeting moving forward

V. AGENDA FOR JUNE 6 CoC MEETING – MARY JONES

A. Charter Revision Workgroup

1. None

B. Elections Workgroup

1. Elections Results will be announced (5-20 minutes, depending on if any issues arise)

C. Planning and Investment Committee

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1. Work plan update (5 minutes)
- D. Program Application and Technical Assistance (PATA) Committee
 1. Reviewing the new ranking and scoring policies/tools (15 minutes presentation, 5-10 minutes for discussion)
 2. Reviewing transitional housing application acceptance
- E. Community Education and Public Policy Committee
 1. Work plan update (5 minutes)
 2. ***Being intentional about recruitment to committees***
 - a. Leaving the last 30 minutes to informal breakouts to better integrate the community and make them a part of the discussion (and possible CoC Committee recruitment!)
- F. Housing and Services Committee
 1. Work plan update (5 minutes)
- G. Other ideas/topics
 1. A mini presentation on what the Continuum of Care and reeducate attendees as to what the Continuum is (20-30 minutes)
 2. Statement on loss of Tier 2 funding (5-10 minutes)
 - a. Discussion on making a public statement on behalf of the CoC
 - i. Some individuals want a public statement on behalf of the CoC to help curb negativity from the press
 - ii. The problem lies in that there is not a media contact/communications liaison that works on behalf of the CoC because the CoC is not an entity
 - iii. The CoC is comprised of many organizations and does not have one collective representative
 - iv. This issue can be addressed in the charter to allocate a point person for the CoC (this could potentially be the collaborative applicant)
 - v. Remember who we are serving: clients are panicking and are looking for answers
 - vi. We need to learn from this situation and coordinate an effective communication plan to

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talk with one another and with the wider community

- vii. We can use an emergency meeting to address PR issues so there is a streamlined statement on behalf of the CoC

- 3. Statement on the 16 Technical Assistance (TA) hours awarded by HUD (5 minutes)

VI. OTHER BUSINESS FOR NEXT MEETING – MEMBERS

- A. Potential Blueprint Council retreat with a facilitator to understand the priorities
 - 1. This should be the first thing on the agenda of the newly constructed Blueprint Council with the newly elected members
- B. Alan will draft some talking points with regard to the Tier 2 funding to share with the Blueprint Council; this can be then settled by email discussion or a phone call

VII. MEETING ADJOURNMENT – MARY JONES – 12:26 P.M.