

# BLUEPRINT COUNCIL | SEPTEMBER 26, 2016

## MEETING AGENDA

10:00 A.M. – 12:00 P.M.

Krannert Room, CHIP, 1100 W. 42<sup>nd</sup> Street, Indianapolis, IN 46208

### I. WELCOME AND INTRODUCTIONS – MARY JONES – (10:00 – 10:05 A.M.)

**A. IN ATTENDANCE:** Gabie Benson, Raymond Berry, Rebekah Bricker, Julie Fidler, David Greene, Zach Gross, Crystal Haslett, Matt Holland, Mary Jones, Courtney Purnell, Kirk Taylor, Jenni White, Kay Wiles, Michelle Winfield, Alan Witchey, Zach Alexander (notes)

**B. GUESTS IN ATTENDANCE:** Antonio Alexander, Danielle Bagg, Rachael Sample

### II. CONSENT AGENDA – MEMBERS (10:05 – 10:10 A.M.)

### III. UPDATES AND ACTION ITEMS BY COMMITTEE – (10:10 – 10:50 A.M.)

#### A. PLANNING & INVESTMENT COMMITTEE – MARY JONES – (10:10 – 10:20 A.M.)

##### 1. General update

- a. ABT met with Planning and Investment to do a Community Need Assessment that will hopefully lead to a Cost Analysis
- b. Installing monitoring to the CoC Project organizations

#### B. PROGRAM APPLICATION & TECHNICAL ASSISTANCE COMMITTEE – KIRK TAYLOR – (10:20 – 10:30 A.M.)

##### 1. Report on the completed NOFA process

- a. Expectations for notice of funding
- b. Working on list of things to improve our process
- c. Working on list of target areas in the NOFA that we need to focus on before the next NOFA
  - i. Look at areas that we do not have plans in place and thus losing points in those parts of the NOFA
- d. The application was submitted without the City's project on it and thankfully was rescinded and corrected

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- e. Kay – On the HUD CoC application, HIP has identified as serving only the chronic population. If HUD would hold HIP accountable to what is in the contract, HIP would not be able to serve a non-chronic population with Rapid Re-housing money. If this were the case, HIP would likely turn down the contract with the City if they could only house chronic individuals.
- 2. Review, Score, Ranking, and Reallocation Policy action items**  
(communication to grant holders)
- a. Performance Improvement Plans
    - i. Draft is ready and trying to get agency feedback
    - ii. This policy needs to come before the Blueprint Council in February at the latest in order to have it in place for the NOFA process
  - b. Unspent Funds Plans
    - i. Draft is ready and trying to get agency feedback
    - ii. This policy needs to come before the Blueprint Council in February at the latest in order to have it in place for the NOFA process
- 3. HMIS / Quality Control**
- a. Focusing on data quality and HMIS entry so agencies can improve their individual scores and the CoC can improve its overall score
  - b. Website postings need to reflect current policies and needs to go through a review process before being posted to improve accuracy
- 4. NOFA Timeline**
- a. NOFA timeline is continuing to move forward – HUD wants to move it towards May
  - b. This means that we could be in the first steps of the NOFA process in 6 months
  - c. We need to get ahead of the NOFA process so we are less reactionary and more proactive
- 5. Youth Demonstration Project**
- a. We are applying for 6 eligible slots for the Youth Homelessness NOFA (10 total projects – 4 are rural and 6 are urban)
  - b. It's a two-year waiver from HUD policies to pilot new programs for youth homelessness

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- c. If awarded, it's a minimum of \$1 million awarded to the community
- d. The deadline is November 30 for the NOFA application
- e. This is a community, collaborative effort that must be done with the effort of a myriad of organizations and agencies – we have to create a youth council, a needs assessment has to be launched, there are required agencies that have to join the project initiative, it has to be completed through the Continuum of Care body
- f. Working on getting Department of Child Services (DCS) and Welfare onboard

## **C. COMMUNITY EDUCATION & PUBLIC POLICY COMMITTEE – MATT HOLLAND – (10:30 – 10:40 A.M.)**

1. Working on a PowerPoint and a one-pager to educate and recruit new members to the CoC
  - a. Want these materials in place for Spirit and Place to educate and recruit attendees
2. Compiling CoC “success stories” to document and illustrate accomplishments of the Indy CoC
3. Indy Transit Plan speaker to follow Continuum of Care meeting – it's very informational and intensive, so come if you need more information on the proposed transit plan and referendum
4. If you come across any policies at the city or state level that are of interest, send them to the Public Policy Workgroup (even if it's just a link!)
5. Generating a Landlord Survey to find out what information landlords need to house our clients and what tools and support providers can give to clients/landlords to successfully retain clients in housing and maintain healthy relationships with landlords
  - a. Possible collaboration with Abt and the Community Assessment project

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## **D. HOUSING & SERVICES COMMITTEE – ALAN WITCHEY – (10:40 – 10:50 A.M.)**

1. Coordinated entry subgroup meets today at 3:00 p.m.
  - a. Talking about assessment and tools needed to implement and evaluate Rapid Re-housing (and subsequently Permanent Supportive Housing and Transitional Housing)
  - b. Future talks about shelter coordination
2. Coordinated entry is moving forward despite a budget cut
  - a. United Way and CICF is onboard to support the implementation of coordinated entry
3. Transitional Housing Workgroup decided to disband due to de-funding of transitional housing at the HUD level
  - a. We as a community need to look at what the future of transitional housing looks like in Indianapolis without financial support from the CoC

## **IV. BLUEPRINT COUNCIL BUSINESS – (10:50 – 11:40 A.M.)**

### **A. CHARTER REVIEW AND ADOPTION – LESLIE KELLY – (10:50 – 11:20 A.M.)**

1. Review of charter revision includes:
  - a. MOUs are no longer an amendment to the charter
  - b. Change language referencing Blueprint 2.0 more general to make it more universal and less time-sensitive
  - c. Changing the membership statement to a pledge statement
    - i. This serves as a makeshift directory that shows participation in certain fields for application for funding
    - ii. Concerns about the current draft of the pledge statement and its vagueness
    - iii. Zach will send out the new pledge statement and the old membership statement so that the Blueprint Council can review the two documents and generate a revised statement that will go into effect in 2017

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- iv. **\*\*\*Blueprint Council moves to make a signed statement part of the requirement to vote and this will be reflected in the revised charter \*\*\***
  - d. Voting rights is now **only** participation in one (1) Continuum of Care, Blueprint Council, Committee, or Workgroup meeting OR being homeless or formerly homeless
    - i. Concerns about not tying a signed statement with the right to vote
    - ii. **\*\*\*Blueprint Council moves to make participation of at least one (1) meeting the requirement to vote and this is reflected in the revised charter \*\*\***
  - e. Diversity statement included
  - f. Allowed electronic vote as an option
  - g. Blueprint Council composition is tweaked to no less than 14 and no more than 25
  - h. The seats on the Council have been revised
    - i. Concern about not having enough non-conflicted members to vote in major funding decisions
2. Zach will schedule an Blueprint Council meeting ASAP to finalize the charter revision

## **B. PRESENT AND DISCUSS MOUS FOR SUPPORT ENTITY, COLLABORATIVE APPLICANT, AND HMIS LEAD –ZACH GROSS**

**(11:20 – 11:30 A.M.)**

1. This is the annual review of the Memorandum of Understanding for the roles of Collaborative Applicant, Support Entity, and HMIS Lead that are tied to the governance charter
2. Possible creation of new MOUs for other community-level roles (such as Coordinated Entry and Grantee)
3. Review of each MOU

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- a. Suggestion to bold and underline which MOU it is so that it is easier to identify the different MOUs; spell out acronyms for CHIP and DMD
- b. Suggestion to install a group to create a feedback mechanism and an evaluation of each role as outlined in the MOU
- c. Suggestion to install these MOUs in the interim and appoint a group of non-conflicting Blueprint Council members to create review and evaluation tools

## **4. Motion to accept the MOUs with suggested edits (aforementioned)**

- a. **\*\*\*Blueprint Council unanimously approves motion\*\*\***

**5.** We need to make a commitment to define the responsibilities of each role so that the evaluators know what responsibilities ready for this review and evaluation workgroup

## **6. Motion to appoint an ad hoc workgroup to create a review and evaluation process for the bodies outlined through each MOU by the end of 2016**

- a. **\*\*\*Blueprint Council unanimously approves motion\*\*\***

- b. Zach will schedule an October Blueprint Council meeting and issue out a call for this newly appointed ad hoc workgroup

**7.** Suggestion that a subsequent ad hoc workgroup will then be created to take the results and implement changes in these roles if need be

## **C. APPOINT ELECTION AD HOC WORKGROUP CHAIR – MARY JONES – (11:30 – 11:40 A.M.)**

**1.** The election process needs to be completed by mid-December to seat new members in January

- a. The workgroup can create a timeline with this in mind
  - i. Suggested call for candidates is October 3
  - ii. Suggested close for candidates is October 14
  - iii. Suggested open for voting is October 17
  - iv. Suggested close for voting is October 28
  - v. Announcement should be issued by December 9

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2. Blueprint Council members interested in this workgroup are Gabie Benson, Zach Gross, Julie Fidler, Antonio Alexander, Matt Holland
  - a. Each Blueprint Council member should recruit a community member to also join the workgroup

**D. DRAFT INDY FULL COC MEETING AGENDA – MARY JONES – (11:40 – 11:55 A.M.)**

**V. OTHER BUSINESS FOR NEXT MEETING – MEMBERS – (11:55 A.M. – 12:00 P.M.)**

**VI. MEETING ADJOURNMENT – MARY JONES**