

Program Application & Technical Assistance Subcommittee meeting
July 23, 2014
1:00pm – 2:30pm

Present: Amy Nelson, Michael Butler, Kathy Pedrotti Hays, Adam Hutton, Meagan Maxwell-Ranjbar, Janna Bruce, Julie Fidler, and Derek Reinbold.

Absent: Mary Jones.

Discussion on who is eligible to be on PATA committee

- Concerns were raised about restricting some individuals from the committee if they are receiving funds
- Discussion was held and committee is concerned that it would unfairly restrict access to the committee; those eligible to be on the committee may not be best for the position; it's needed to get process input from those within the application process; and concern that by being too restrictive we will create a group that is very small, similar to what we are trying to get away from, and lose transparency
- Create an Ad Hoc committee when needed for scoring and specific project review if committee members have conflicts of interest
- Process is transparent, no inside information exchanged
- Should do a call out to the community to attend committee meetings to become familiar with the process or if they want to see the committee at work

It was AGREED that the Committee should make any changes in documents or committee information to reflect the committee is open to all and will address any conflicts of interest as needed.

Overview of BP Retreat

- Collaboration or merging of committees

How to access information from HUD about grantees who are out of compliance

- Late and incorrect APR reporting
- Updating Process Document to reflect standards for timely and responsive reporting
- Possibilities on how to reflect non-compliance and poor APR reporting: Application process, ranking process

It was AGREED to update the process document to reflect that documents will be posted with the application of any notices of late/incorrect reporting or HUD audit concerns. Amy agreed to take all of the committee's comments from the past meeting and input suggested changes into the process document and distribute to the committee for review.

Completion of Implementation Action Plan (Discussion)

- IAP update: change "Develop TA sessions and tools to provide increased opportunity for client outcomes with CoC funding" from Action to Strategic Priority
- PATA site visits: one on one with programs or utilization of surveys
- Action step addition: Obtain HUD Grantee monitoring workbooks and other monitoring processes to determine TA needs
- Develop and implement surveys to determine Grantees TA needs
- Develop and implement CoC workshops
- APR training during 1QT

- NOFA training 1QT and 3QT
- Ranker and Presenter training-3 sessions
- Audit and evaluate application process
- Evaluate community ranking process
- APR pull to ensure effective and transparent process
- 90 day community review during 3QT

Next meeting will be held in September (date to be determined) to establish the training schedule and agendas.