



*****These meeting notes are considered draft until approved at the next meeting. If any adjustments are made before approval, a new version will be posted.*****

BOARD COMMITTEE DESCRIPTION	Per the CoC Charter, this Committee is responsible for: (1) Oversight of the Collaborative Applicant through the establishment of a Collaborative Applicant Subcommittee; (2) Drafting and submitting for approval by the Board of Lead Agency Memorandums of Understanding (Collaborative Applicant, HMIS, Coordinated Entry System). (3) Annual administrative evaluation of Lead Agencies. (4) The System Data Dashboard. (5) Reviewing system performance measures and performance.
ATTENDEES	Committee Members: Adam Rodgers, Amber Westbrooks, Andrea Dakin, Andy Pires, Audrey Thomas, Carmelo Barbaro, Chris O'hara, David Dempsey, Laura Bass, Margarita Nieves-Gonzalez, Maura McCauley, Otha Gaston, Sara Birchler, Vernis Barrier-Likes Guests: Carrie George Staff: Nicole Bahena, Carolyn Ross – All Chicago, Stephanie Sideman - CSH
BRIEF SUMMARY OF KEY DECISIONS MADE	<ul style="list-style-type: none"> SOPC reviewed the concerns presented from the Service Providers Commission – Executive Committee related to the HMIS MOU and Vendor Migration and decided to hold a special meeting with SPC-EC to allow All Chicago to discuss their concerns.

ACTION ITEMS (INCLUDING ANY AREAS OF UNFINISHED BUSINESS)	PERSON / PARTY RESPONSIBLE	TIMELINE
Schedule a meeting between SOPC, SPC-EC and All Chicago	Nicole, All Chicago	Within 1 day
Schedule a meeting between the HMIS Committees and All Chicago	Margarita – SOPC, HMIS Committee liaison	Within 1 month

Agenda Items

AGENDA ITEM	Approval of Agenda & Minutes
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<ul style="list-style-type: none"> Agenda was amended to remove the EHI Line of Action Data considering a request submitted from the Service Providers Commission – Executive Committee about the HMIS MOU and HMIS Vendor Migration. Minutes were approved.

AGENDA ITEM	Collaborative Applicant 2020 Report
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<ul style="list-style-type: none"> Adam reviewed the Collaborative Applicant 2020 Report. He noted that the report follows the Collaborative Applicant Memorandum of Understanding (MOU) scope

	<p>of work and that the committee is in support of the Collaborative Applicant’s performance.</p> <ul style="list-style-type: none"> • Chris noted that the CoC Board has approved All Chicago to apply for the Youth Homeless Demonstration Project on behalf of the CoC. • Carmelo asked, what has been the process for setting goals for 2021? How might this report feed those goals, or how can the goals for 2021 change progress on this report? Adam stated that there are goals to enhance and develop a work plan for the Collaborative Applicant Committee and the work with All Chicago. • Nicole mentioned that two focus areas for All Chicago are the CoC Implementation Structure and expanding capacity for monitoring and program evaluation. • Chris noted that the Local Evaluation Instrument committee, Ranking Policies committee and monitoring subgroup are actively meeting under the Collaborative Applicant bucket of work.
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AGENDA ITEM	HMIS MOU Update and Request from SPC-EC
<p>SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)</p>	<ul style="list-style-type: none"> • Carmelo provided context related to the HMIS Vendor Migration, noting that the CoC Board at it’s December meeting instructed All Chicago to go forward with the HMIS Vendor Migration despite the HMIS Working Committee having concerns about training for the vendor migration. • The SPC-EC has now requested a meeting with SOPC among other items outlined in their request document. Carmelo proposed that we focus the discussion on items 12 and 13 from SPC-EC’s request because those are within the purview of SOPC. Item 11 demonstrates there is some confusion about accountability and oversight of the HMIS Lead Agency. But for today, he asked that we structure the conversation around these items and the group agreed. <ul style="list-style-type: none"> ○ 12. Establish the HMIS Evaluation Committee as the body responsible for the oversight of the HMIS Lead Agency as detailed on the MOU ○ 13. Establish a competitive and reoccurring bidding process for the HMIS Lead Agency • Margarita shared some of the concerns with the committee: they asked that she presented the two requests which she can share after All Chicago provides a bit of context. • Carolyn noted that All Chicago did see a copy of the letter on Wednesday and asked to hear the recommendations from the HMIS Committee. All Chicago is reviewing the concerns outlined in the letter and is looking forward to working together toward a solution. All Chicago will respond to requests at Thursday’s meeting which has been scheduled in response to the request. She noted that we did not put on the CoC Board agenda to approve an HMIS vendor change, but the Board did it. She also noted that managing two vendors has been challenging, and All Chicago is experiencing contractual challenges. • Carolyn suggested HUD Technical Assistance to help create a governance structure for HMIS that works best for the community. Nicole noted that SOPC created Accountability Standards that deemed the HMIS Evaluation Committee as the oversight body for the HMIS Lead Agency, and SOPC provided guidelines for that oversight. • Margarita reviewed the concerns of the HMIS Committee related to lack of transparency and timeline for the vendor migration and how it will affect organizations. • Carmelo reminded the group that the CoC Board established the SOPC to have oversight for all three Lead Agencies. The Collaborative Applicant Committee was

	<p>explicitly made a subcommittee of the SOPC in the charter. We had many discussions in SOPCs first year of existence to align the way the Lead Agencies worked with their oversight bodies, and we developed a template for the MOU that spoke to that. We agreed we would transition to 4 year agreements with the Lead Agency with 1 year notice if the committee was going to make a recommendation to change the Lead Agency. We renewed the MOU so it didn't lapse.</p> <ul style="list-style-type: none"> • Margarita shared the HMIS Evaluation Committee requests that we update the charter and that in the mean time the Eval Committee would carry out the current MOU that was extended. The HMIS Evaluation Committee requests that SOPC update the language in the charter to include the HMIS Evaluation and Working Committee. • Nicole clarified that the current CoC Charter does designate SOPC as the oversight body for the HMIS Lead Agency. A few meetings ago, SOPC officially designated the HMIS Evaluation Committee as the oversight body for the HMIS Lead Agency. Nicole shared that All Chicago and the HMIS Committee are not aligned in who is the authority for the work. • Maura noted that we did intentional work with the Collaborative Applicant Committee, and HMIS was next. Next conversation with HMIS Committee can clarify the SOPC's committee about the SOPC's intention of what oversight is. • Audrey mentioned that distinct conversations need to be had, and that long-time members of the HMIS Committee want their work recognized. They shouldn't feel like a thorn by bringing concerns. • Laura mentioned that it's difficult to have the amount of communication that is really effective especially when we need to move quickly. The providers are being asked to trust that we will end up in a good place; and providers are struggling with where they are being asked for input vs decision. • Andy noted that even if there aren't opportunities for input, to know whether we are on time with the migration would be helpful. • Andrea noted there might be a difference of what transparency looks like between those receiving information and those giving it. • Carmelo asked the group – do we need to reconsider these positions? <ul style="list-style-type: none"> ○ MOU would be 4 years, and a competitive process would only be open once every 4 years. ○ HMIS Evaluation Committee would be providing oversight and guidance to the Lead Agency and responsible for making a recommendation to renew the MOU and/or competitive bid process. • Carolyn asked for an opportunity to respond and put together information that could help everyone feel more comfortable going forward. • Maura noted they are a funder and direct user, and funder of direct user. After the Board Decision that happened in December to move to a new vendor, we provided financial support with CARES Act funding because of the timing. There are large system implications with the migration, and they are involved in some of the conversations. • Margarita summarized that at this time, All Chicago needs time to respond to concerns and she will share that with the HMIS Committees, and All Chicago and the HMIS Committees can have a conversation about how we proceed.
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AGENDA ITEM	Coordinated Entry System MOU & Reporting Template
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SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<ul style="list-style-type: none">• SOPC was not able to discuss this due to timing.• Nicole will schedule a new meeting to discuss this item.
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AGENDA ITEM	2021 Administrative Items & Updates
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SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<ul style="list-style-type: none">• SOPC was not able to discuss this due to timing.
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AGENDA ITEM	Adjournment
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SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<ul style="list-style-type: none">• The meeting was adjourned.
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