



BOARD COMMITTEE DESCRIPTION	This committee is responsible for Lead Agency MOUs (Collaborative Applicant, HMIS, Coordinated Entry System); Annual Administrative Evaluation of Lead Agencies; and the System Data Dashboard.
ATTENDEES	Committee Members: Carmelo Barbaro (At large, Committee Chair, CoC Board Member), Laura Bass (SPC); Margarita Gonzalez (SPC); Guests: Stephanie Sideman (CSH, CES Lead) Staff: Nicole Bahena, Karen Kowal
BRIEF SUMMARY OF DECISIONS MADE	<ul style="list-style-type: none"> No decisions were made at this meeting as a quorum was not met. Those present did spend some time discussing the Lead Agency Accountability and Evaluation function. Notes from the discussion are below.

ACTION ITEMS (INCLUDING ANY AREAS OF UNFINISHED BUSINESS)	PERSON / PARTY RESPONSIBLE	TIMELINE
Schedule a next meeting	All Chicago Staff	By next week
Draft document about how CAC carries out its relationship for All Chicago so we can use that as a model for other MOU oversight bodies.	Nicole	By next SOPC meeting

Agenda Items

AGENDA ITEM	Lead Agency Accountability & Evaluation Function
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Nicole noted that the evaluation and accountability function of the MOU lead agencies is held by different groups within the CoC, with different authority and ability to carry out their duties.</p> <ul style="list-style-type: none"> CAC is a subcommittee of the SOPC – a Board Committee – and meets every 6 weeks, not staffed by anyone CE Leadership is a Line of Action Leadership Group and meets monthly, staffed by CSH HMIS Evaluation Committee is a newly formed committee, staffed by All Chicago, within the HMIS Line of Action <p>Questions about capacity of committees to carry out the function. For example, CE Leadership has full agendas already; also some people on CE Leadership are subgrantees of CSH. They have in the past had an oversight role. CAC has both co-chairs resigning.</p>

They had more of an oversight role in the past – can we maintain appropriate membership.

Perhaps a dotted line relationship from SOPC to the appointed entities could work. SOPC cannot play the role of directly overseeing MOUs.

The CAC reporting template looks overwhelming, but Nicole ensured it was not too complicated to complete a few times a year. Nicole can by the next meeting outline some thoughts on how CAC carries out the MOU relationship to use as a potential model for how the other entities would carry out oversight.

DRAFT