

PAC 06/14/2023

Attendance: Mark K., Melissa M., Sherri S., Anita D., Anny L., Joseph T., Amy R., Rochelle W., Dawn S., Laura T., Gillian L., Jose O., Tanya K.

Call to Order 7:48 AM

Introductions

New PAC members- McKenzie Huska, Rochelle Williams, and Amy Richie- Welcome!

Election of Officers

Chair- Dawn makes motion to Anny continue to serve as chair, Sherry 2nd Unanimous in favor none opposed.

Vice- Chair- Motion made by Sherri to Nominate Dawn. Mark seconded the nomination, Dawn accepts nomination, no other interest, unanimous in favor of Dawn being Vice-Chair- none opposed.

Secretary- Anita nominated Melissa to continue as secretary. Dawn seconded and Sherri third. All voted in favor, none opposed. Melissa remains Secretary.

CoC and PAC overview (Folder)

Invoices for PAC members for reimbursement for hotel and travel mileage per Diem.

Code of Conduct- New members need to sign, it is a standard of professionalism for PAC.

PAC Job Description- to ensure that PAC members understand what they are going to be doing regarding the roles.

Discussion- YAB members how we are going to have chairs from both East and West River represented. Sherri voiced that it would be good to have both East and West River YAB represented.

The Governance charter will be revisited to expand seats and ensure that there is a dedication of seats for YAB members.

Governance Charter- This is the main document for the CoC that details how we are organized and the PAC responsibilities. This includes the official action and documents as well. This is located on the Google Drive. We do examine our documentation on a regular basis.

Current roster list of the PAC- please write in Dawn's Vice chair and dates.

The Colorful one sheet is the money that we are the decision makers on with descriptions of the projects. The YHDP is a two-year grant, and the programs are going to ask for renewal. Then in 2025, the money would become competitive. The RHH with Pathways is looking for other entities to spend the money by September. YHDP is modeled from the CoC but has target populations. The biggest challenge is there is not much staff availability for programming. Interest will need to be finalized by Friday.

CoC responsibilities- This is a break-down of who is responsible for what activities and the due dates. The last part of the timeline- 2nd Wednesday of month is our meetings at 1:00 PM CT. As of right now it appears to work for everyone. We are going to be utilizing Zoom.

Timeline- was made for 2022- We note with the date, when applications are due. We then make sure that the rating and ranking tool is up to date, and we rate the applications according to the rating and ranking to ensure that any changes are made prior to applications being submitted. We also need time to have public comments on the tool to ensure that everyone knows what we are doing prior to it being finalized.

The large packet is last year's scoring tool.

The onsite review and thoughts on the monitoring tool, spreadsheet breakdown of Joseph Tielke's site visits. Most of the projects had issues with third parties and it was not being documented well in the client's file. HUD onsite reviews had been awhile. Joseph Tielke has been receiving updated administrative plans and the agencies have been correcting.

May Minutes

Motion to approve May Minutes- Sherri makes motion Anita seconds, unanimously approved.

Emergency Transfer Plan

Motion to approve the Emergency Transfer Plan- Motion to approve made by Sherri, Dawn seconds. Unanimously approved.

ESG

Sherri is the PAC representative currently.

The timeline for projects is expected to be more generous this year than it was last year.

Next quarterly meeting- September 19th at the capitol visitor center.

Motion made to Adjourn- Sherri makes the motion, Anita seconds. Motion passes unanimously.