



Friday, August 23, 2019
9:00 AM - 12:00 PM
Hinshaw and Culbertson
151 N Franklin, Suite 2500
Chicago, IL

AGENDA

- | | | |
|-------------|---|--------------------|
| I. | Welcome & Introductions | 10:00-10:10 |
| II. | Meeting Focus – <i>Granada Williams</i> | 10:10-10:20 |
| III. | Approvals | 10:20-10:30 |
| | A. Board Minutes | |
| | B. Monthly Financial Statements | |
| | C. All Committee & Local Council Written Reports | |
| IV. | Discussion & Decision-Making By Topic | 10:30-11:15 |
| | A. Committee Structure | |
| | B. Termination Policy | |
| V. | Focus Areas – <i>Alliance staff/Committee Chairs</i> | 11:15-11:40 |
| | A. New Board Year | |
| | B. NOFA Updates | |
| | C. Data Dashboard | |
| VI. | Announcements - All | 11:40-12:00 |
| | A. CE Co-location - <i>Jennifer</i> | |
| | B. Other Announcements | |
| VII. | Adjournment | |

The next Board of Directors meeting is scheduled for Friday, September 27, 2019, 10am-12pm, at Catholic Charities, 1717 Rand Road, Des Plaines.



VIII. Advance Board Packet Contents:

1. Agenda
2. Board Minutes & Attendance
3. Monthly Financial Statements
4. Committee Structure
5. Termination Policy
6. Updated Ranking List
7. Data Dashboard
8. All Other Committee Reports (In order of Chart)

Committee Reports:

Committee	Report Received	Action Requested?
Executive Committee	Met 8/19 NO	
Coordinated Entry Minutes	Met 8/14 YES	NO
Coordinated Entry Status Report	YES	NO
Sub Cook Zero	Met 8/13 YES	NO
Advocacy Committee	Meets 8/21 NO	NO
HMIS Committee	Met 8/7 YES	NO
Prevention Committee	No Meeting	NO
Resource Development	No Meeting	NO
Planning Committee	Meets 8/27	NO
Youth Committee	Met 8/19 NO	
West Suburban Council	Did Not Meet	
South Suburban Council	Did Not Meet	
North/AHAND Council	Did Not Meet	

July 26, 2019 Board Members Present:

Hugh	Brady	NAMI Barrington Area
Anne	Campbell	Connections of Illinois
Don	Donahue	Hines VA Hospital
Bryan	Dunlap	Community Service Partners
Carol	Gsell	South Suburban Family Shelter-Sanctuary
Vince	Heneghan - Treasurer & CBSA Co-Chr	Impact Behavioral Health Partners
Hollis	Hutchins	WSCH
Sonia	Ivanov - CBSA Co-Chair AHAND	Northwest Compass
Bill	Mauch	AHAND North
Khen	Nickele	Community Representative
Millicent	Ntiamoah	Catholic Charities
Chris	O'Hara	LEC/CASC
Tina	Rounds - Chair	BEDS Plus
Lynda	Schueler	Housing Forward
Sue	Shimon	Thresholds
Monica	Slavin	Housing Authority of Cook County
Angelia	Smith CBSA SSCH Co-Chair	Ford Heights Community Services Org.
Kathryn	Straniero - Secretary	Together We Cope
Charles	Warner	Faith Community Homes
Christi	Wessel	Dist Dir for State Rep Michelle Mussman
Granada	Williams - Vice Chair	CEDA
Monique	Williams - Past Chair	Ford Heights Community Services Org.

Board Members Absent:

Kathy	Chan	Cook County Health & Hospital System
Dennis	Condon CBSA Co-Chair SSCH	Community Representative
Brian	Fuller	BEDS WSCH
Jenny	Hansen	United Way Metropolitan Chicago
Javon	Harris - CBSA Co-Chair	BEDS Plus
Tracy	McKeithen	Family Promise Chicago North Shore
Troy	O'Quin	Thornton Township
Paul	Selden	Community Representative
Kim	Stephens	Pillars
Tina	White - Resigned	Heartland Alliance
Sue	Wiemer	Turnstone Development

All Others Present:

Larsarene	Alexander	Aunt Martha's
Sharon	Cargile	Next Steps, NFP/Chgo CoC LEC
LaTara	Chaney	Aunt Martha's
Aaron	Eldridge Sr	SHPA
Benjamin	Gembler	Heartland Health Outreach
Cristy	Harris	Housing Forward
Ken	Keibler	Catholic Charities
Doug	Kenshol	South Suburban PADS
Sue	Loellbach	Connections
Rachel	Contos	Alliance to End Homelessness
Jennifer	Hill	Alliance to End Homelessness
Sharon	King	Alliance to End Homelessness
Erin	Matheny	Alliance to End Homelessness
Kathryn	Primas	Alliance to End Homelessness

Alliance to End Homelessness in Suburban Cook County
Statement of Financial Position
As of July 31, 2019

	<u>Jul 31, 19</u>	<u>Jul 31, 18</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1030 - Fifth Third Bank	94,466.07	0.00	94,466.07
100 - Checking at Harris N. A.			
10 - Unrestricted	<u>271,903.78</u>	<u>269,163.56</u>	<u>2,740.22</u>
Total 100 - Checking at Harris N. A.	271,903.78	269,163.56	2,740.22
1020 - PayPal	<u>1,313.79</u>	<u>16,778.45</u>	<u>-15,464.66</u>
Total Checking/Savings	<u>367,683.64</u>	<u>285,942.01</u>	<u>81,741.63</u>
Accounts Receivable			
1100 - Accounts Receivable	<u>65,132.44</u>	<u>139,293.58</u>	<u>-74,161.14</u>
Total Accounts Receivable	65,132.44	139,293.58	-74,161.14
Other Current Assets			
1400 - Prepaid Expenses	5,151.51	5,676.37	-524.86
1440 - Security Deposit	<u>2,200.00</u>	<u>2,200.00</u>	<u>0.00</u>
Total Other Current Assets	<u>7,351.51</u>	<u>7,876.37</u>	<u>-524.86</u>
Total Current Assets	<u>440,167.59</u>	<u>433,111.96</u>	<u>7,055.63</u>
Fixed Assets			
1500 - Property and Equipment	65,629.35	55,909.75	9,719.60
1900 - Accum. Depreciation - Prop&Eq	<u>-49,795.85</u>	<u>-42,565.09</u>	<u>-7,230.76</u>
Total Fixed Assets	<u>15,833.50</u>	<u>13,344.66</u>	<u>2,488.84</u>
TOTAL ASSETS	<u><u>456,001.09</u></u>	<u><u>446,456.62</u></u>	<u><u>9,544.47</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 - Accounts Payable	<u>163.96</u>	<u>65,729.11</u>	<u>-65,565.15</u>
Total Accounts Payable	163.96	65,729.11	-65,565.15
Credit Cards			
2020 - CitiBank	<u>5,055.45</u>	<u>3,795.69</u>	<u>1,259.76</u>
Total Credit Cards	5,055.45	3,795.69	1,259.76
Other Current Liabilities			
2300 - Payroll Liabilities	<u>25,389.53</u>	<u>20,339.97</u>	<u>5,049.56</u>
Total Other Current Liabilities	<u>25,389.53</u>	<u>20,339.97</u>	<u>5,049.56</u>
Total Current Liabilities	<u>30,608.94</u>	<u>89,864.77</u>	<u>-59,255.83</u>
Total Liabilities	30,608.94	89,864.77	-59,255.83
Equity			
3200 - Temporarily Restricted Fund Bal			
3200-11 - Temp Restricted NA-VNA Foundati	23,333.00	0.00	23,333.00
3200-9 - Temp Restricted NA-HCF	10,416.69	0.00	10,416.69
3200-8 - Temp Restricted NA - CMF HHI	6,250.00	0.00	6,250.00
3200-6 - Temp Restricted NA - Evanston C	3,600.00	0.00	3,600.00
3200-5 - Temp Restricted NA - Westlake	0.00	20,000.00	-20,000.00
3200-4 - Temp Restricted NA - Waterton	0.00	780.67	-780.67

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	<u>Jul 31, 19</u>	<u>Jul 31, 18</u>	<u>\$ Change</u>
3200-3 - Temp Restricted NA - OP RF			
301 - TR NA OP RF Pane E Pesci	8,194.30	0.00	8,194.30
3200-3 - Temp Restricted NA - OP RF - Other	<u>0.00</u>	<u>2,494.00</u>	<u>-2,494.00</u>
Total 3200-3 - Temp Restricted NA - OP RF	<u>8,194.30</u>	<u>2,494.00</u>	<u>5,700.30</u>
3200-2 - Temp Restricted NA - CCT	10,000.00	0.00	10,000.00
3200-1 - Temp Restricted NA - BCBS	<u>0.00</u>	<u>1,665.00</u>	<u>-1,665.00</u>
Total 3200 - Temporarily Restricted Fund Bal	<u>61,793.99</u>	<u>24,939.67</u>	<u>36,854.32</u>
3300 - Unrestricted Net Asset	406,156.09	359,998.63	46,157.46
Net Income	<u>-42,557.93</u>	<u>-28,346.45</u>	<u>-14,211.48</u>
Total Equity	<u>425,392.15</u>	<u>356,591.85</u>	<u>68,800.30</u>
TOTAL LIABILITIES & EQUITY	<u><u>456,001.09</u></u>	<u><u>446,456.62</u></u>	<u><u>9,544.47</u></u>

Alliance to End Homelessness in Suburban Cook County
Profit & Loss Budget vs. Actual
January through July 2019

	<u>Jan - Jul 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
4010 - Grant Income			
4010-15 - CDBG			
150018 - CDBG *1802-026	23,343.75	37,700.17	-14,356.42
Total 4010-15 - CDBG	<u>23,343.75</u>	<u>37,700.17</u>	<u>-14,356.42</u>
4010-45 - CoC Planning Grant			
460020 - CoC HF Planning Grant *20	0.00	5,178.54	-5,178.54
450020 - CoC Planning Grant *20	27,135.00	31,106.84	-3,971.84
450019 - CoC Planning Grant *19	91,499.70	101,416.92	-9,917.22
460019 - CoC HF Planning Grant *19	41,928.78	42,028.78	-100.00
Total 4010-45 - CoC Planning Grant	<u>160,563.48</u>	<u>179,731.08</u>	<u>-19,167.60</u>
4010-76 - CoC HMIS Alliance			
760020 - CoC HMIS Alliance *20	24,919.00	23,155.04	1,763.96
750020 - CoC HMIS Admin *20	1,309.00	1,796.67	-487.67
750019 - CoC HMIS Admin *19	9,874.00	9,874.00	0.00
760019 - CoC HMIS Alliance *19	162,397.00	164,456.78	-2,059.78
Total 4010-76 - CoC HMIS Alliance	<u>198,499.00</u>	<u>199,282.49</u>	<u>-783.49</u>
4010-80 - EV HMIS AHF			
800019 - EV HMIS AHF *19	0.00	10,000.00	-10,000.00
Total 4010-80 - EV HMIS AHF	<u>0.00</u>	<u>10,000.00</u>	<u>-10,000.00</u>
4010-84 - CoC Coordinated Entry			
860018 - CoC HF CE Admin *18	12,035.09	19,600.28	-7,565.19
850018 - CoC Alliance CE Admin *18	25,452.44	18,089.16	7,363.28
840018 - CoC HF CE Services *18	348,332.34	386,928.15	-38,595.81
Total 4010-84 - CoC Coordinated Entry	<u>385,819.87</u>	<u>424,617.59</u>	<u>-38,797.72</u>
4010-92 - DuPage County HMIS			
920019 - DuPage County HMIS *19	0.00	10,000.00	-10,000.00
920018 - DuPage County HMIS *18	10,910.00	0.00	10,910.00
Total 4010-92 - DuPage County HMIS	<u>10,910.00</u>	<u>10,000.00</u>	<u>910.00</u>
4010-95 - Village of Oak Park			
950019 - ESG S18-1 Oak Park	4,687.44	4,566.33	121.11
Total 4010-95 - Village of Oak Park	<u>4,687.44</u>	<u>4,566.33</u>	<u>121.11</u>
Total 4010 - Grant Income	783,823.54	865,897.66	-82,074.12
4011 - Donation Income			
4011-1 - Individual Giving			
4011-19 - Combined Fed Campaign	459.71		
4011-1 - Individual Giving - Other	5,236.00	10,208.33	-4,972.33
Total 4011-1 - Individual Giving	<u>5,695.71</u>	<u>10,208.33</u>	<u>-4,512.62</u>
4011-14 - Foundation & Corporate Giving			
4011-15 - Corporate Giving	0.00	1,458.34	-1,458.34
4011-16 - Foundations			
4011-33 - Helen Brach Foundation	5,000.00	0.00	5,000.00
4011-32 - VNA Foundation	40,000.00	0.00	40,000.00
4011-31 - Community Solutions Inc.	1,000.00	0.00	1,000.00

Alliance to End Homelessness in Suburban Cook County

Profit & Loss Budget vs. Actual

January through July 2019

	<u>Jan - Jul 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
4011-17 · Chicago Community Trust	50,145.00	0.00	50,145.00
4011-20 · Community Memorial Foundation	145.00	0.00	145.00
4011-22 · Evanston Community Foundation	8,600.00	0.00	8,600.00
4011-16 · Foundations - Other	0.00	95,083.33	-95,083.33
Total 4011-16 · Foundations	<u>104,890.00</u>	<u>95,083.33</u>	<u>9,806.67</u>
Total 4011-14 · Foundation & Corporate Giving	104,890.00	96,541.67	8,348.33
4011-2 · Board Gifts	2,305.00	2,333.33	-28.33
Total 4011 · Donation Income	<u>112,890.71</u>	<u>109,083.33</u>	<u>3,807.38</u>
4015 · Member Contributions	10,800.00	8,750.00	2,050.00
4017 · User Fees for Computer System	2,000.00	2,500.00	-500.00
4100 · Interest Income	330.07		
4300 · Other Income			
4300-3 · Misc Food Donation	596.20	525.00	71.20
4300 · Other Income - Other	9.49	583.33	-573.84
Total 4300 · Other Income	<u>605.69</u>	<u>1,108.33</u>	<u>-502.64</u>
Total Income	<u>910,450.01</u>	<u>987,339.32</u>	<u>-76,889.31</u>
Gross Profit	910,450.01	987,339.32	-76,889.31
Expense			
6001 · Payroll Expenses			
6000 · Wages Expense	315,367.56	326,550.00	-11,182.44
6050 · Employee Benefit Programs Exp	43,069.11	58,779.00	-15,709.89
6100 · Payroll Tax Expense	23,166.87	24,981.25	-1,814.38
6001 · Payroll Expenses - Other	973.88	816.67	157.21
Total 6001 · Payroll Expenses	<u>382,577.42</u>	<u>411,126.92</u>	<u>-28,549.50</u>
6010 · Non-Employee Compensation	19,051.00	16,333.33	2,717.67
6080 · HMIS Vendor Fees	1,887.67	4,666.67	-2,779.00
6090 · Professional Fees			
6094 · Accounting	16,964.90	17,250.00	-285.10
6093 · Professional Fees/Consulting	7,083.04	2,916.65	4,166.39
6091 · Organizational Consulting	9,987.50	5,811.25	4,176.25
6092 · HMIS Consulting & Training	14,256.00	5,673.00	8,583.00
Total 6090 · Professional Fees	<u>48,291.44</u>	<u>31,650.90</u>	<u>16,640.54</u>
6301 · Space Costs			
6300 · Rent or Lease Expense	25,060.00	21,980.58	3,079.42
6400 · Utilities Expense	10,199.16	14,320.83	-4,121.67
Total 6301 · Space Costs	<u>35,259.16</u>	<u>36,301.41</u>	<u>-1,042.25</u>
6411 · Operations			
6410 · Printing Expense	6,728.94	4,141.67	2,587.27
6420 · Travel & Conference Expense			
6420-1 · Travel Expense	5,054.42	5,950.00	-895.58
6420-2 · Conference Expense	22,668.85	17,500.00	5,168.85
Total 6420 · Travel & Conference Expense	<u>27,723.27</u>	<u>23,450.00</u>	<u>4,273.27</u>
6430 · Postage & Delivery	932.11	1,458.33	-526.22
6450 · Office Supplies Expense	10,693.38	6,708.33	3,985.05

Alliance to End Homelessness in Suburban Cook County
Profit & Loss Budget vs. Actual
 January through July 2019

	<u>Jan - Jul 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
6550 · Other Office Expense	3,997.95	2,041.67	1,956.28
Total 6411 · Operations	50,075.65	37,800.00	12,275.65
6460 · Interest Expense	0.00	81.67	-81.67
6500 · Equipment or Furniture			
6500-1 · Software	4,513.36	1,750.00	2,763.36
6500 · Equipment or Furniture - Other	1,439.47	5,250.00	-3,810.53
Total 6500 · Equipment or Furniture	5,952.83	7,000.00	-1,047.17
6640 · Pass Thru Grant Distribution			
6640-30 · CE HF Planning	41,928.78	42,641.67	-712.89
6640-20 · CE HF Admin	12,035.09	18,088.58	-6,053.49
6640-10 · CE HF Services	349,605.89	361,783.33	-12,177.44
Total 6640 · Pass Thru Grant Distribution	403,569.76	422,513.58	-18,943.82
6850 · Service Charge Expense	190.51	210.00	-19.49
6950 · Insurance Expense	6,152.50	6,152.50	0.00
Total Expense	953,007.94	973,836.98	-20,829.04
Net Income	<u>-42,557.93</u>	<u>13,502.34</u>	<u>-56,060.27</u>

Alliance Board of Directors

GOVERNANCE

Executive Committee*

Meets monthly via phone call

- Board Officers
- Alliance Executive Director
- Co-Chair from each CBSA

Governance Committee*

Meets as needed via phone call

- Previous Board Chair
- Alliance Staff/CBSA Liaison

Finance/Operations Committee*

Meets monthly via phone call

- Board Treasurer is Chair

Resource Development Committee*

Meets quarterly via phone call

- Alliance Development Staff

STRATEGIC GOALS

Regional CBSA Committees*

Meet monthly in person

Plan Committee*

Meets monthly in person

Advocacy Team

Meets monthly via GoToMeeting

Project Prioritization Team*

Meets as needed in person and via phone

Family Shelter Working Group

Meets as needed to create plan for creating and maintaining family shelter in Suburban Cook County

PROGRAM IMPLEMENTATION

HMIS Committee*

Meets every other month in person

CoC Program/Coordinated Entry Advisory Group

Meets regularly in person and via phone

- Alliance and CE Staff

Built for Zero Leadership Team

Meets monthly in person

Coordinated Entry Policy Team

Meets regularly in person and via phone

Outreach Team

Meets monthly in person

Prevention Team*

Meets every other month via phone

Youth Team

Meets monthly via GoToMeeting and meets quarterly in person

Youth Action Board Team

Meets monthly in person

Domestic Violence Working Group

Meets as needed in person and via phone

FLOW Working Group

Meets monthly via phone and every other month in person

RRH Learning Collaborative Working Group

Meets as needed in person and via phone

Committees are led by two elected co-chairs (unless otherwise noted) and provide oversight of any assigned Teams and/or Working Groups. Committees submit proposals to the Alliance Board.

Teams are permanent groups led by two elected co-chairs and organized around a specific strategic or programmatic goal. Proposals for Board consideration are submitted to their assigned Committee or Executive Committee based on timeline.

Working Groups are temporary groups led by an Alliance or Coordinated Entry staff member and organized around a specific issue related to the strategic plan. Working Groups will disband after goals are met. Proposals for Board consideration are submitted to their assigned Committee or Executive Committee based on timeline.

- Members of Teams and Working Groups are not expected to attend Committee meetings. There is an Alliance staff member assigned to every Committee, Team and Working Group who will be able to relay information and updates from Teams and Working Groups at Committee meetings.
- Co-Chairs are not expected to be Board Members.

*Required by CoC by-laws

Housing Program Termination Policy

The following policy, based on best practices and guidance from the Department of Housing and Urban Development (HUD), sets community-wide standards for involuntary termination from Continuum of Care (CoC) and Emergency Solutions Grant-funded housing programs (i.e. Permanent Supportive Housing, Rapid re-housing, Transitional Housing, Transitional Housing Rapid Re-housing joint component, Safe Haven). These standards provide the parameters for housing projects to create their own housing termination policy. An agency, following the standards developed, makes the final decision on involuntary program termination. The CoC will provide technical assistance and guidance through project monitoring to support providers to meet these expectations.

Housing First

According to HUD, recipients and sub recipients that are providing housing for hard-to-house populations of homeless persons must exercise judgment and examine all extenuating circumstances in determining when violations are serious enough to warrant termination so that a program participant's assistance is terminated only in the most severe cases.

All programs have agreed to follow the Housing First model set forth by HUD. Housing First is a proven approach in which people experiencing homelessness are connected to permanent housing swiftly and with no treatment preconditions, behavioral contingencies, or other barriers. Operationally, this means that retention in a program is not contingent on:

- Sobriety
- Minimum income
- Absence from the program for less than 90 days
- Presence of criminal record*
- Completion of treatment (Medication compliance, acceptance of mental health treatment, substance abuse treatment, disability related treatment, etc.)
- Participation in services**
- Or other unnecessary conditions

To follow the Housing First model, clients should not be terminated from a program for any of the previously mentioned conditions (i.e. sobriety, minimum income, etc.). Termination from a program should be rare.

Note that a client can be asked to move from a unit, but this does not mean a client is discharged from a program. In most cases, a program will be expected to help a client avoid eviction and re-house a client as needed.***

*Some exceptions apply. For example, site-based family programs may not house someone on the sex-offender registry.

**Some exceptions to this policy could exist due to housing type and funding source. For example, rapid re-housing does require a minimum of monthly case management visits.

*** Some exceptions may apply in the case of site-based housing and due to availability of funding to pay for security deposits.

Immediate termination

In rare instances, immediate discharge from a program might be necessary. Cause for immediate termination includes but is not limited to:

- When a client or household member's actions imminently threatens the safety of other residents and the community. (i.e. violent actions)
- When a client or household member threatens imminent harm to a staff person.

Note that households that face immediate termination have the right to appeal (see *Due Process*).

Steps to take before program termination

Re-housing within a program

If a client experiences challenges with a particular unit/building/landlord and the client is asked to move; in most cases, the project should *not* terminate the client from the program, but work to re-house the client using HUD resources, client resources, and resources in the community.

Housing stability case conferencing

Any time a termination is being considered, the program is required to notify the Entry Point Lead Team. In addition, programs should communicate issues in case conferencing with other providers to tackle barriers and find solutions. The goal of this process is to help programs best assist their clients in maintaining their housing. Note that due to safety and privacy issues, agencies that serve survivors of domestic violence may not be able to participate in housing stability case conferencing.

Program transfers

Providers are encouraged to seek supplemental services in the community to meet the needs of each client (i.e. mental health services). However, in some cases, a client's needs are better met by another provider. In these instances, providers can work with the Entry Point Lead Team to determine the possibility of transferring a client to another program.

Clients needing to move for reasons such as fleeing domestic violence or stalking are eligible to be rehoused first as per the Entry Point VAWA Emergency Transfer Policy.

If a client needs to move due to change in client circumstances, such as change in family composition, deteriorating mental health or placed in RRH and needing PSH, Entry Point will attempt to rehouse someone as soon as possible in conjunction with case conferencing and review of immediate vulnerability compared with other clients waiting for housing and available vacancies. If there is no similar housing unit vacancy open at the time of a rehousing assignment, the consumer will either be offered a less intensive housing option at the discretion of the weekly case conferencing, or consumer will have to wait for the next vacancy. This is why early notice is imperative – to prevent homelessness in between rehousing.

Progressive approach

Under most circumstances, providers are required to use a progressive approach to termination from a program. This means that throughout the process, a provider works with the client to correct the issue to avoid termination. Key elements include:

- Development of a remediation or safety plan with the client to correct issues

- Multiple chances given to a client to correct an issue with the support of staff
- Written documentation provided to a client and documented in case notes that show the action plan to address the issue, consequences for not addressing the issue, and progress made on the action plan

Due process.

Agencies make the final decision regarding program termination.

In terminating assistance to a program participant, the recipient or subrecipient must provide a formal process that recognizes the rights of individuals receiving assistance under the due process of law. This process, at a minimum, must consist of:

- (1) Providing the program participant with a written copy of the program rules and the termination process before the participant begins to receive assistance;
- (2) Written notice to the program participant containing a clear statement of the reasons for termination;
- (3) A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision; and
- (4) Prompt written notice of the final decision to the program participant.

Re-housing after termination from a project

In most cases, projects are expected to re-house clients who are asked to move or are evicted from a unit. Termination from a project should be rare, and only for the reasons stated in this policy.

If a client is terminated from a project and is returning to homelessness, that client will be prioritized for the next available vacancy that the client is eligible for and best meets the client’s needs based on case conferencing.

Final 2019 Approved Ranking List
Alliance to End Homelessness in Suburban Cook County
August 19, 2019

Applicant Name	Project Name	Project Component	Rank	2019 Request amt	Cuts by Review Panel	Approved Amount	Notes	Running Total
WINGS Program, Inc.	WINGS Transitional Housing	TH	1	\$ 363,347		\$ 363,347		\$ 363,347
South Suburban Family Shelter Inc.	South Suburban DV Rapid Re-Housing	RRH	2	\$ 584,656		\$ 584,656		\$ 948,003
The Center of Concern	Center of Concern RRH	RRH	3	\$ 153,613		\$ 153,613		\$ 1,101,616
Housing Forward	Open Door Housing	PH	4	\$ 920,665		\$ 920,665		\$ 2,022,281
Alliance to End Homelessness in Suburban Cook County	Suburban Cook County HMIS	HMIS	5	\$ 324,041		\$ 324,041		\$ 2,346,322
South Suburban PADS	Southland Supportive Housing	PH	6	\$ 531,433		\$ 531,433		\$ 2,877,755
Together We Cope	Families First Permanent	PH	7	\$ 134,967		\$ 134,967		\$ 3,012,722
NORTHWEST COMPASS, INC.	Community Family Homes Initiative I	TH	8	\$ 147,634		\$ 147,634		\$ 3,160,356
WINGS Program, Inc.	WINGS Permanent Housing Project	PH	9	\$ 107,579		\$ 107,579		\$ 3,267,935
Catholic Charities of the Archdiocese of Chicago	New Hope Apartments RRH Suburban Cook County	RRH	10	\$1,171,169		\$1,171,169		\$ 4,439,104
Housing Forward	DV Bonus funding for Coordinated Entry	SSO	11	\$ 274,000		\$ 274,000		\$ 4,713,104
Thresholds Inc	West Suburban Safe Haven	SH	12	\$ 386,620		\$ 386,620		\$ 5,099,724
Interdependent Living Solutions Center	Genesis Place	PH	13	\$ 168,986		\$ 168,986		\$ 5,268,710
South Suburban Family Shelter Inc.	The Sanctuary	TH	14	\$ 278,708		\$ 278,708		\$ 5,547,418
Alliance to End Homelessness in Suburban Cook County	Sub Cook Coordinated Entry	SSO	15	\$ 682,219		\$ 682,219		\$ 6,229,637
Connections for the Homeless Inc.	Connections Permanent Housing Consolidated	PH	16	\$ 463,431		\$ 463,431		\$ 6,693,068
Housing Forward	WCHIP Plus	PH	17	\$1,171,727		\$1,171,727		\$ 7,864,795
Thresholds Inc	Thresholds Esperanza	PH	18	\$ 529,249		\$ 529,249		\$ 8,394,044
Connections for the Homeless Inc.	Connections Family Supportive Housing	PH	19	\$ 475,634		\$ 475,634		\$ 8,869,678
Housing Forward	WIN Plus	PH	20	\$1,059,577		\$1,059,577		\$ 9,929,255
Catholic Charities of the Archdiocese of Chicago	New Hope Apartments PSH N-NW	PH	21	\$ 346,487		\$ 346,487		\$ 10,275,742
South Suburban PADS	Project WISH	RRH	22	\$ 265,620	\$ 4,967	\$ 260,653	1.87% cut	\$ 10,536,395
Aunt Martha's Health and Wellness	Independence Place	TH	23	\$ 199,988	\$ 3,740	\$ 196,248	1.87% cut	\$ 10,732,643
Housing Options d.b.a. Impact Behavioral Health Partners	Claire Ganey	PH	24	\$ 95,152	\$ 1,779	\$ 93,373	1.87% cut	\$ 10,826,016
Catholic Charities of the Archdiocese of Chicago	NHA-Family PSH	PH	25	\$ 221,021	\$ 4,133	\$ 216,888	1.87% cut	\$ 11,042,904
NORTHWEST COMPASS, INC.	Community Family Homes	PH	26	\$ 164,780	\$ 3,081	\$ 161,699	1.87% cut	\$ 11,204,603
Respond Now	Responding with Care	PH	27	\$ 191,230	\$ 3,576	\$ 187,654	1.87% cut	\$ 11,392,257
Heartland Health Outreach, Inc.	HAH Shelter Plus Care	PH	28	\$ 206,910	\$ 3,869	\$ 203,041	1.87% cut; ranked 16th last yr	\$ 11,595,298
Housing Options d.b.a. Impact Behavioral Health Partners	Pathways	PH	29	\$ 488,968	\$ 9,144	\$ 479,824	1.87% cut; ranked 6th last yr	\$ 12,075,122
South Suburban PADS	Country Club Hills Wellness Center	PH	30	\$ 406,439	\$ 7,600	\$ 398,839	1.87% cut; ranked 9th last yr	\$ 12,473,961

Final 2019 Approved Ranking List
 Alliance to End Homelessness in Suburban Cook County
 August 19, 2019

Applicant Name	Project Name	Project Component	Rank	2019 Request amt	Cuts by Review Panel	Approved Amount	Notes	Running Total
Community and Economic Development Association of Cook County, Inc. (CEDA)	CEDA SSHIP TH/RRH	TH	31	\$ 325,617		\$ 218,806	6 TH/6 RRH units	\$ 12,692,767
Connections for the Homeless Inc.	Connections New Permanent Housing Project	PSH	32	\$ 227,488		\$ 227,488	8 PSH units/15 beds	\$ 12,920,255
NORTHWEST COMPASS, INC.	New Way Housing	TH/RRH	33	\$ 235,580		\$ 235,580	3 TH/6 RRH units	\$ 13,155,835
Housing Forward	SSO for Coordinated Entry for Domestic Violence	SSO	34	\$ 75,000		\$ 130,000	expansion	\$ 13,285,835
Connections for the Homeless Inc.	Connections - YWCA DV RRH	TH/RRH	35	\$ 225,004		\$ 466,012	4 TH/20 RRH units	\$ 13,751,847
BEDS Plus Care	Southwest Seniors Permanent Supportive Housing	PSH	36	\$ 383,280		\$ 215,554	~13 units/20 beds	\$ 13,967,401
Housing Forward	Safe Bridge Housing DV	TH/RRH	37	\$ 470,326		\$ 570,326	6 TH/17 RRH units	\$ 14,537,727

Orange: new project application (non-DV)

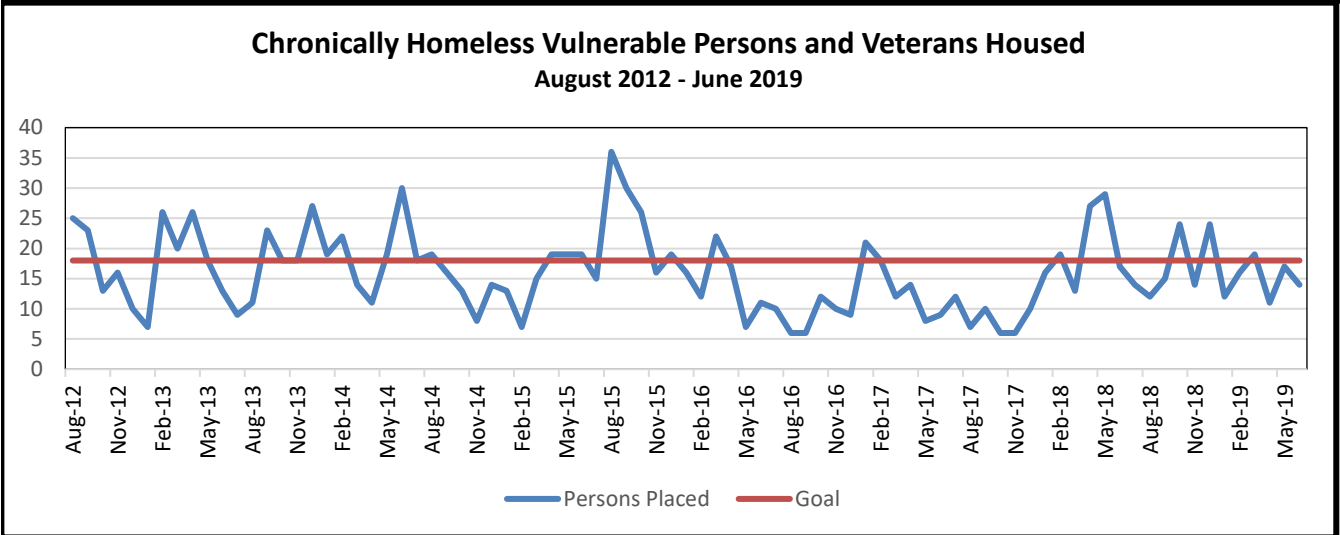
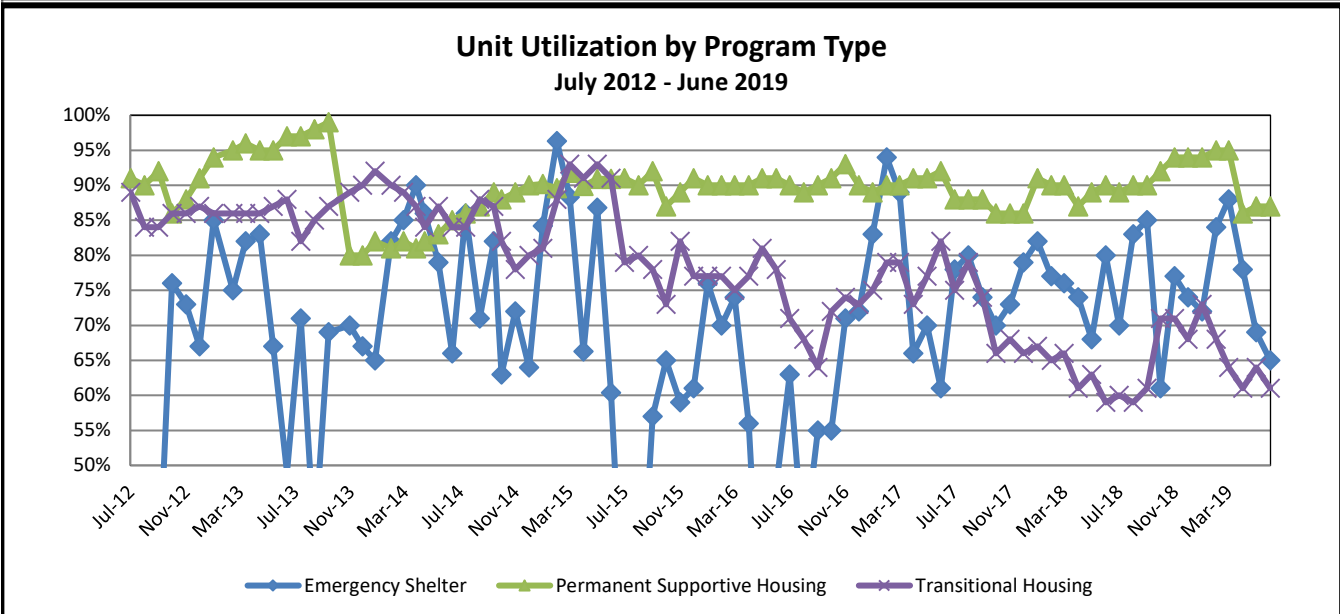
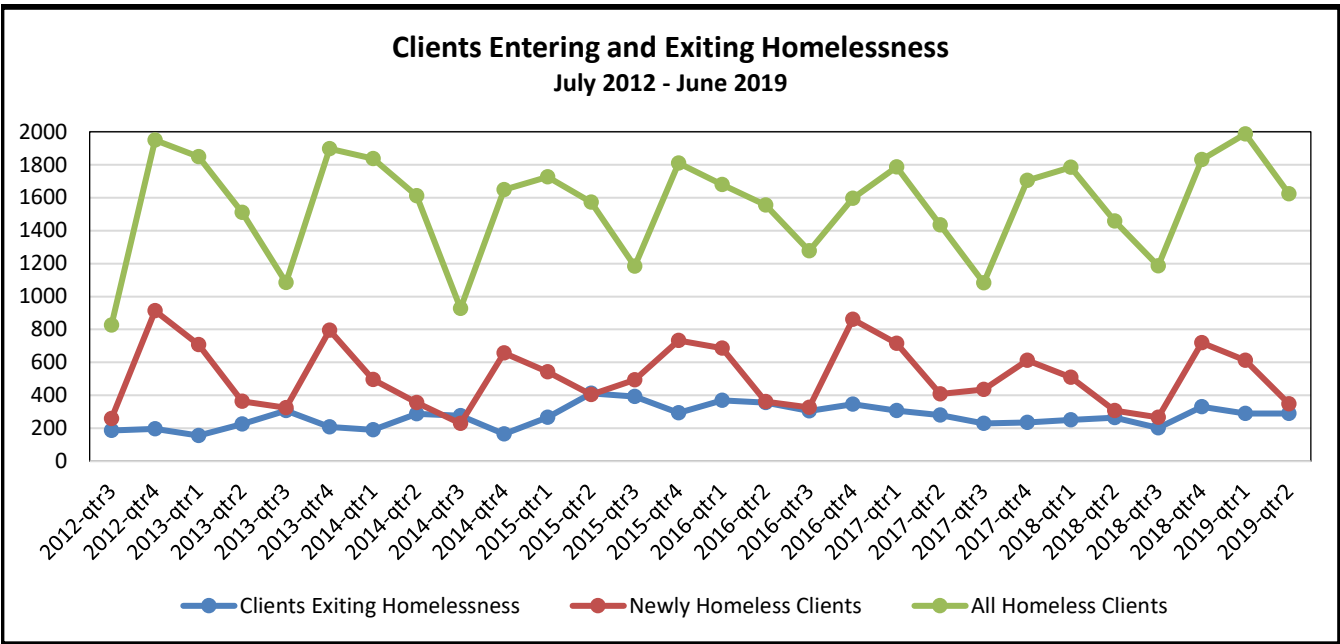
Purple: new project application (Domestic Violence)

IL-511 CoC Planning Grant: \$ 382,040

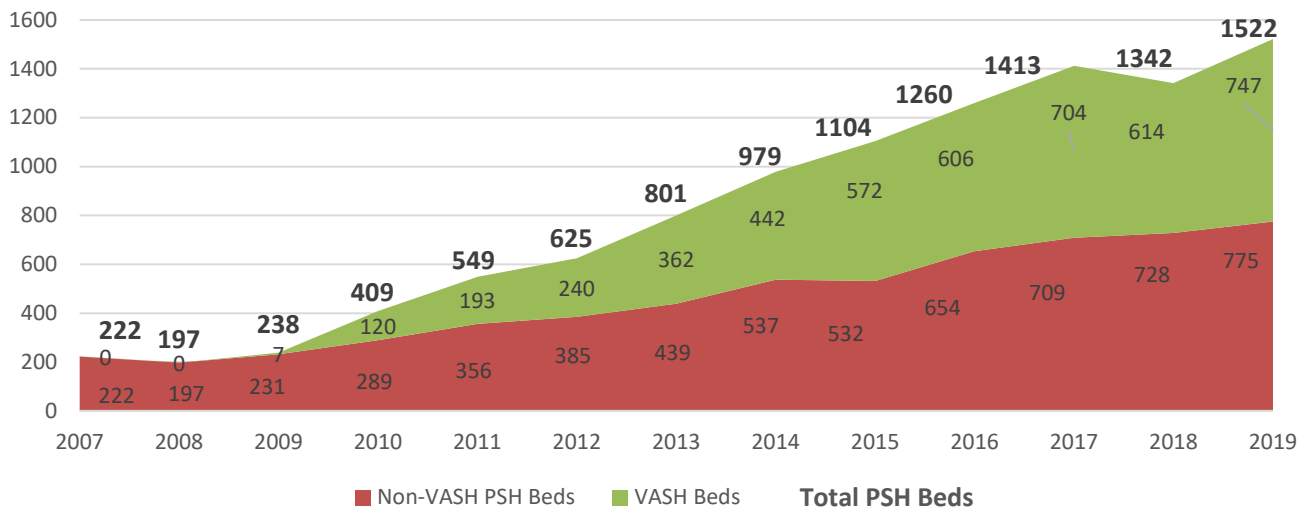
Yellow: highlighting the columns showing rank & approved amounts

Green: new project scoring shown at bottom; renewal project scoring shown in top header

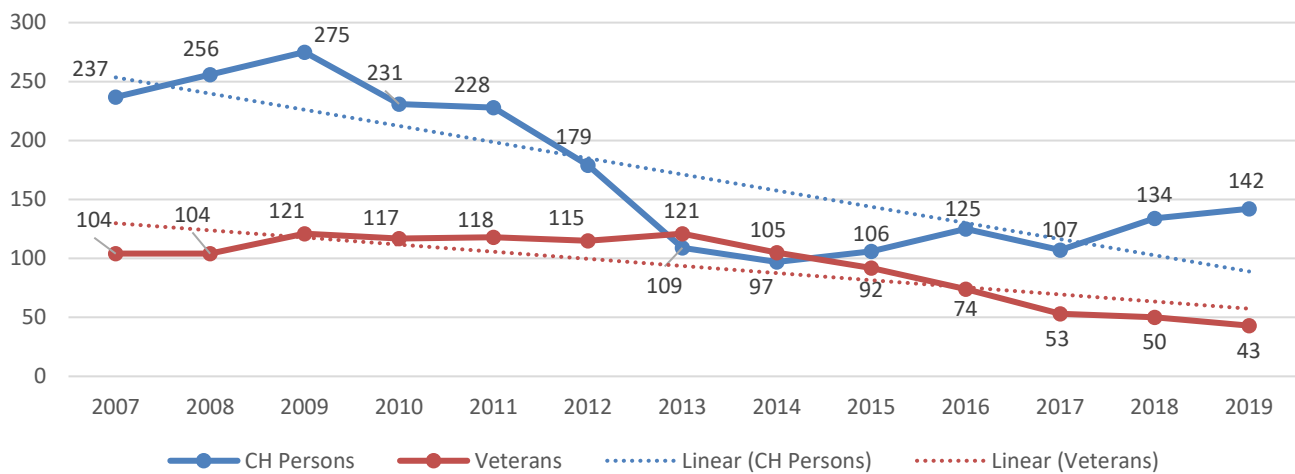
Alliance to End Homelessness in Suburban Cook County Data Dashboard - August 2019



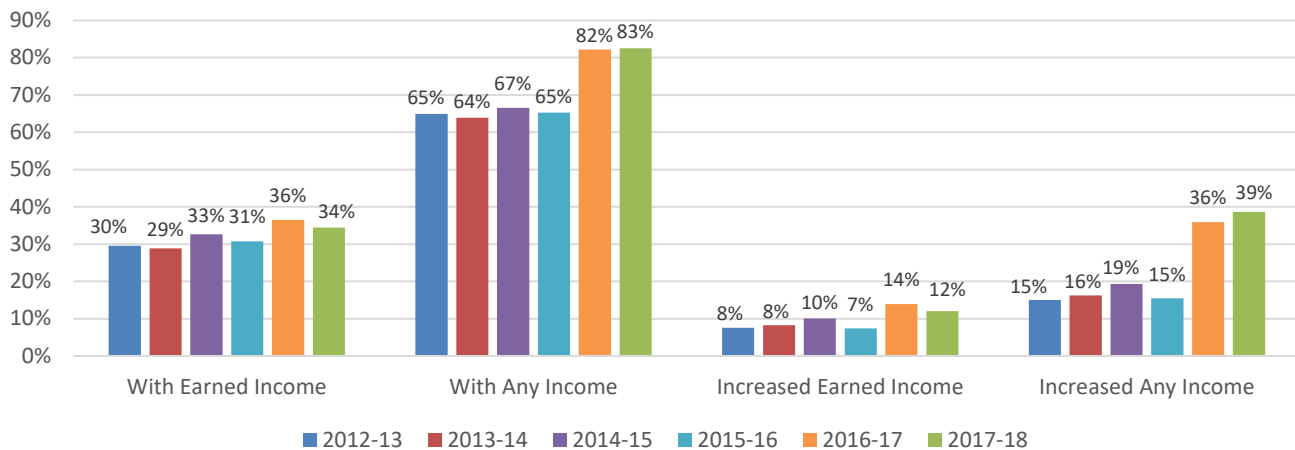
of PSH Beds 2007-2019



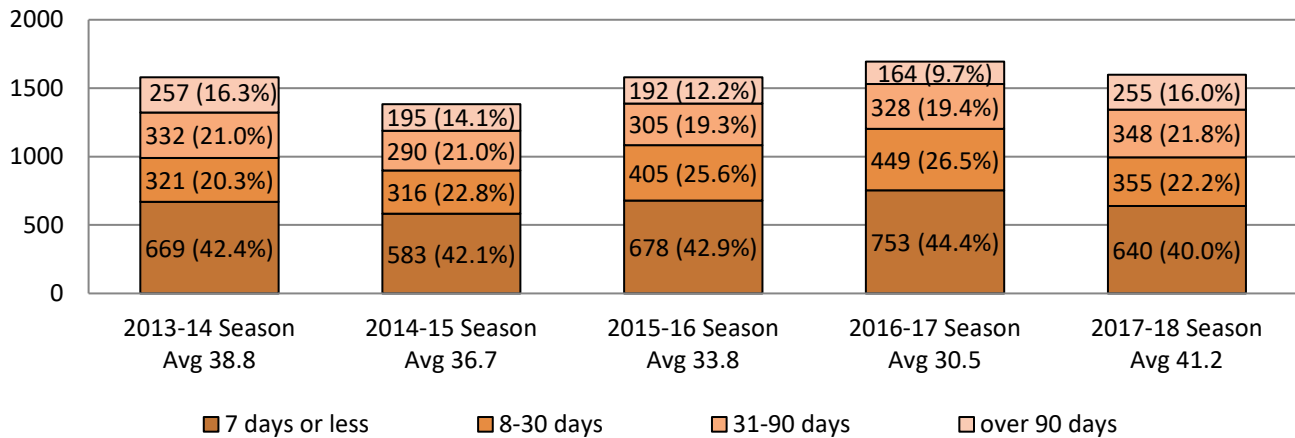
January PIT Count - Chronically Homeless Persons and Veterans



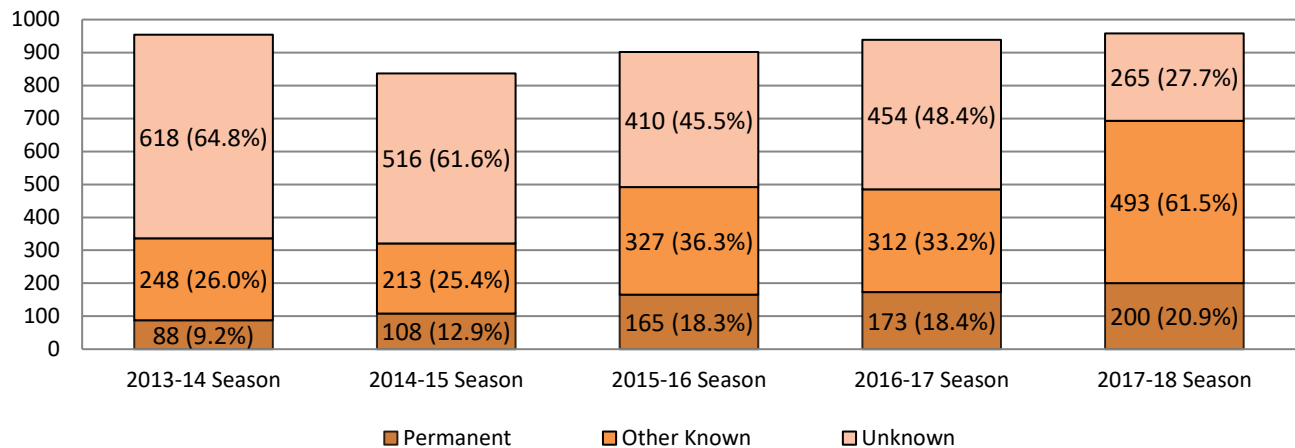
Income - Leavers/Stayers at Exit/Review All CoC Funded Projects



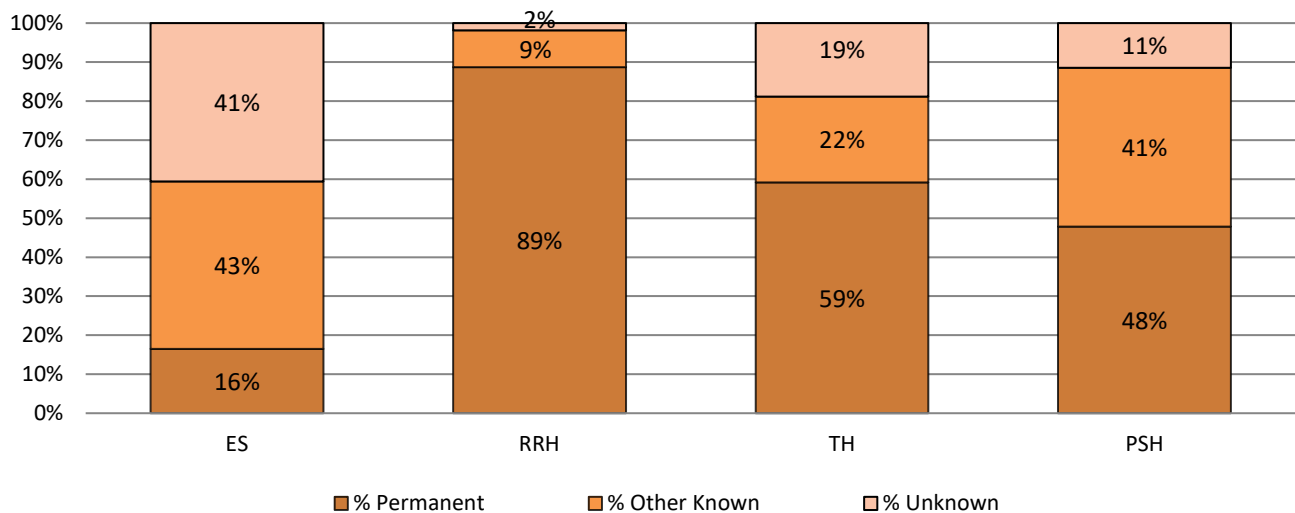
Emergency Shelter Nights per Guest Seasonal: October - September (includes summer projects)



Emergency Shelter Exits by Destination Type Guests Staying 8 or more Days



Permanent Destination at Exit by Program Type October 2017- September 2018



Alliance to End Homelessness

August 8, 2019

Executive Committee meeting to discuss 2019 Ranking list Appeals

In attendance:

- Voting: Angelia Smith, Granada Williams, Bryan Dunlap, Sue Shimon, Millicent Ntiamoah
- Not voting: Khen Nickele and Jennifer Hill

Meeting was called to order by Granada Williams at 1:30pm

Jennifer gave the committee an overview of appeal process, and Granada suggested she states for the record the deadline for the appeal which was stated as Thursday August 1, 2019 by noon. Jennifer also mentioned the deadline for the ESNAPS NOFA application is 8/15 and the agencies that have appeals pending will get a letter from Jennifer stating the outcome of their appeal by tomorrow so they have it in advance of their NOFA application deadline.

The first Appeal – SSPADS two renewal projects: The basis for their appeal were:

- a. Part C of the renewal application which deals with agency capacity to coordinate with mainstream resources. Score was 0 pts and requesting a score of 2
- b. Part V Coordinated Entry. Score 0 but staff made an error on the scoring spreadsheet and the score for Project WISH should be 2
- c. Participation in Case conferencing score was 0 and requesting it to be 2

The committee had a lengthy discussion on the merits of all three issues and agreed to award them 2 points on the bullet point b. because an error was discovered in the CE score.

Bryan Dunlap made motion for partial acceptance of the appeal, second by Granada Williams. Motion carried by voice call.

The Second Appeal - BEDS PLUS new project: The basis for their appeal were:

- a. Part H of the new project application which deals with the frequency and duration of the supportive services to fit the needs of the population to be served. The score was 1 and requesting 2 extra point for total of 3 points.

- b. Part J which deals with CE protocols as measured in renewal projects. The appeal raised issues regarding case conferencing and training. The score was 0 and requesting 3 points.

The committee had lengthy discussion on the merits of their appeal and decided they don't meet the requirements for the extra points. Bryan made a motion to deny the appeal, second by Sue Shimon. Motion carried by voice call.

Third Appeal – Heartland Alliance: Basis for the appeal were:

- a. Part I of the renewal application that deals with commitment to serve the homeless for 15-20 years. Score was 0 and requesting 2 points
- b. Project demonstrate effective utilization of ongoing evaluation and quality improvement process. Score was 1 and requesting 2 points

The committee had a discussion and suggested that the question regarding the 20 year commitment for capital projects be changed to use the word "Covenant" instead of "Commitment". Angelia made a motion to deny the appeal, second by Millicent. Motion carried by a voice call.

The committee affirmed the review panel had consistently applied this year's standards to all projects and had appropriately used reviewer discretion when called for. The committee advised that a better reconciliation process is needed for the scores that go onto the Master Scoring Spreadsheet, including the CE scoring items. The committee advised that the project prioritization committee revisit the standard D on the new application tool which states- Agency or partnership demonstrates programmatic ability to implement and operate project successfully: The committee feels sub-recipients who apply for new projects should not be punished for the poor performance of Lead agency renewal application which they might not have any control over. The committee also suggested revisiting the various standards that include Alliance or CE staff discerning which agency staff are the right staff to participate in meetings or calls; these standards leave too much room for interpretation or miscommunication.

The meeting was adjourned at 2:46pm

Submitted by Millicent Ntiamoah

Agenda Items:

1. CE Status Update and Goals
2. Policies –Housing Program Termination
3. Appeals process
4. Co-chair nominations

Committee Action Calendar 2019

Due Date	Item	Status

Minutes Date: 08/14/2019

Attendees: Carol Gsell/SSFS, Cristy Harris/Housing Forward, May Salman/TWC, Robena Morgan/SSPADs, Lynn Suchwalko/Alliance, Javon Harris/BEDs, Kristin Johanns/Impact, Kathryn Primas/Alliance, Rajwah Lorek, Respond Now, La Tonya Walker/WINGS, Sallamah Aliah/Connections for the Homeless, Erin Mangano/HINES, Patricia S/Housing Forward, Tracey Blackburn/Catholic Charities, Souheir Rahman/Together We Cope, Regina Mendicino/City of Berwyn, Jen Fever/Connections, Armando Smith/Housing Forward, Deloise Crosby/Catholic Charities, Tiffany Moore/Housing Forward, La Tonya Walker/Wings, Jake Bradley/Housing Forward, Gomez/NW Compass

Minutes:

1. Cristy Harris provided highlights:
 - a. CE will apply for expansion project with for HUD DV bonus. Expansion will allow agencies to hire credentialed, experienced full time assessors.
 - b. Tracy, new call center manager was key in the city and working HMIS to tease out questions.
 - c. Protocol and Tracking Tool instructions being worked on, temporary document being sent this week from HMIS team
 - d. August 29th, 1:30pm RRH training at Alliance office
 - e. August 22nd, CE lead team will be co-locating with Alliance team to gain efficiencies
2. Termination policy approved by committee to be submitted for board approval
3. Returned Appeals adhoc committee will include Sallamah, Jen, Kristen, Carol and CE as well as alliance staff.
4. New co-chair Jen accepted. Thank you to La Tonya for her 3 years of service

Next meeting: September 11, 10-12pm, Alliance Offices.
CE and HUD NOFA next meeting

August 2019 Entry Point Status Update

	Status	Progress	Next Steps	Key Dates
ACCESS				
Marketing and Communication				
Broad distribution of marketing materials. Ensure marketing strategy is in compliance with Affirmative Marketing and Fair Housing Rules. No Change from last report	Y	Spanish versions of materials in broad distribution. Working with translation service for additional languages. Adding TTY instructions to website and will train access locations	Work with agencies to identify needs for other accessibility modifications Create FAQ's for providers and community stakeholders to assist with communication to participants	Fall 2019
Enhance website myEntryPoint.org No Change from last report	G	In process of setting up news blog; reviewing updated calendar app and FAQ/Knowledge Base.	Service Point (documents) Calendar app Graphic process-flow News blog Provider updates Program dashboards Training modules	Feb-Dec 2019
Connect Entry Point with Chicago CES online/text triage system	G	Chicago CES has launched text based self-assessment module to help users find access locations for CE	Evaluate suburban information and verify accuracy of flow	TBD
Entry Point public launch No Change from last report	Y	Public event delayed	Regroup to assess messaging and timing for a public outreach event	TBD
Access Locations				
Call Center	G	See shelter diversion pilot	Monitor new referral process for Diversion pilot. Continue to look for ways to enhance accuracy of referrals through eligibility information at call center	Feb - Sep 2019 Winter 2019/20
Walk-in Centers (WIC)	G	See shelter diversion pilot	Monitor new referral process for Diversion pilot. Continue to look for ways to enhance Entry Point access locations including Walk-In Centers	Feb - Sep 2019 Winter 2019/20
Emergency Shelter/Day Time Support Centers	G	See shelter diversion pilot	Monitor new referral process for Diversion pilot. Work with shelters to incorporate diversion into intake process once fall shelter season opens	Feb - Sep 2019 Winter 2019/20
Comprehensive Street Outreach	G	Outreach blitz in South August 2 - approximately 40 new connections made	Continue mapping coverage and targeted outreach to ensure all areas of CoC are covered. Ongoing work to enhance outreach practice.	Ongoing
Parallel Systems				
Transition Aged Youth No Change from last report	G	Alliance submitted YDHP grant May 15. Working with DCFS and HACC to improve case conferencing and FUP processes	Discussion re prioritization implications of using TAY TH as short-term emergency housing versus longer term transitional housing program.	Ongoing
Domestic Violence	Y	HMIS anonymous tracker process completed. DV workgroup finalizing logistics for match and referral. DV partners establishing roles for DV assessors with HUD bonus funding. Applying for 2019 NOFA DV Bonus funding to expand grant funding to allow for full-time DV/CE assessors.	Finalize contract with partners, hire new CE lead staff position. Ongoing work with Infonet (DV database provider) and State of IL and HUD.	Aug/Sep 2019 Ongoing

	Status	Progress	Next Steps	Key Dates
Veterans No Change from last report	G	USICH did not approve the request due to length of time homeless creeping up slightly. Will resubmit in next couple of months.	Continue to refine processes to maintain functional zero. Implement projects agreed upon at BFZ workshop and measure whether LOTH is reduced for pilot participants.	Ongoing
Health Care No Change from last report	G	Physicians and mental health practitioners at Mac Neal attended training in early April about completing disability documentation. New materials were created for sending agencies to use while working to obtain disability documentation for their clients.	MacNeal - next steps to iron out HMIS processes and communicate workflow into other hospital departments. Identify additional health care systems	Ongoing
Prevention/Diversion				
Explore capacity and develop plan to incorporate Homeless Prevention into Coordinated Entry	Y	HP committee reviewing committee charge and setting short term goals for Prevention and Diversion. HP Targeting and Diversion pilots will be incorporated into committee work.	Finalize HP written standards manual in conjunction with CE protocols. Work with HMIS to enhance outcome tracking/reporting for HP referrals	Fall 2019 TBD
Shelter diversion pilot	Y	Triage script has been modified to include additional diversion questions to differentiate STSS and Diversion referrals based upon imminent (within 3 days) risk of literal homelessness. STSS case manager will respond to both types within 1 business day but will prioritize Diversion referrals due to imminent risk. Additionally, information-only referrals will be given to shelters when household does not receive Diversion referral and instead is given shelter information.	Finalize referrals procedure Create process to track across system in HMIS Work with STSS case managers to standardize CM and HMIS protocols across the two referral types	February - September 2019
ASSESSMENT				
Phased Assessment and HMIS Progress Tracker	Y	Issues with Progress Tracker Management Report addressed. Agencies can identify which clients are missing trackers and critical information missing from completed trackers. HMIS will begin pulling prioritized list from Tracker. Households must have correct info in Tracker to be considered for housing.	HMIS working on new report tools to help agencies monitor progress and data quality. Evaluate assessment and tracker for redundancies to streamline process Communicate tracker updates	Ongoing
PRIORITIZATION				
Prioritization across populations and housing interventions No Change from last report	Y	Policy adopted by Alliance board in February	Continue to evaluate especially RRH in conjunction with learning collaborative. Still need some ironing out of TH processes.	Fall 2019
Explore other vulnerability indicators such as high health care or justice system use. No Change from last report	G	Initial conversations have taken place with CCHHS to identify health vulnerability factors	Continue discussions with CCHHS and determine methodology for considering those factors in prioritization.	Fall 2019/Winter 2020
REFERRALS				
Vacancy Tracking	Y	All CoC and ESG programs are requesting referrals to fill vacancies/openings using myentrypoint.org. New process incorporated to more closely track matches, referrals and placements to actual vacancy request instead of just to the program.	Design reports that can use the new process to track specific vacancies.	Fall 2019

	Status	Progress	Next Steps	Key Dates
Matching and Offers	Y	Matching vacancies/openings for all CoC and ESG funded housing resources through CE. Detailed instructions for providers myentrypoint.org. Policies adopted by Alliance Board in Feb 2019.	Ongoing evaluation of assessment processes to address system delays due to inability to locate clients, or incomplete or inaccurate information. Explore improved communication system between CE and agencies.	Ongoing
Chronic Eligibility Documentation	R	Ongoing issues with chronic documentation. CE process has attempted to standardize document acceptability threshold to meet HUD requirements and expectations of housing programs, but it continues to burden front-line staff and clients. Missing documentation is slowing the referral process.	Continue to explore ways to streamline process	Ongoing
No Change from last report				
PSH				
Standardized participant termination policy	G	CE Committee discussed final issues at August meeting.	Submit to Alliance Board.	August 2019
Integrate mainstream vouchers into processes	G	Approx half the vouchers have been referred, continuing to iron out process issues with HACC orientation.	Work with agencies to fill by fall deadline	Ongoing
No Change from last report				
Rapid Rehousing				
Initial RRH matching and placement through Entry Point	G	All RRH openings to be filled through CE starting June 1, 2019	Monitor and improve RRH matching. Discuss RRH processes during upcoming learning collaborative sessions. Evaluate processes at 6mos mark.	June 2019 and ongoing
System-wide RRH standardization and learning collaborative	G	Next RRH Learning Collaborative session August 29. Team exploring progressive engagement and flexible financial subsidies.	Goal of RRH learning collaborative: establish best practices, articulate role of written RRH standards for our CoC; learn more about progressive engagement and flexible assistance; explore intensive landlord support and engagement processes	May - December 2019
Transitional Housing				
Incorporate Transitional Housing referrals into standardized CE process	G	Working with TH programs to finalize processes.	Monitor new processes	July 2019 and ongoing
No Change from last report				
TRAINING				
Adopt training principals for CoC	G/C	Training protocols adopted by Alliance Board Feb 2019.	Ongoing evaluation	Ongoing
Update curriculum for CE Basic Training, Annual Assessor Training & Document Clinics	G	CE basic training has been updated to reflect items in last year's annual update. Work in progress to create recorded version of part 1 of CE basic training	Set dates for document clinics	Ongoing 2019
Training for housing CM's	G	Plan to develop new curriculum, in conjunction with housing partners, to support housing case management for increasingly high barrier participants placed through coordinated entry	Exploring partnership with mental health community	Ongoing 2019
No Change from last report				

August 2019 Entry Point Status Update

	Status	Progress	Next Steps	Key Dates
Online modules No Change from last report	G	Working to create online modules of CE basic trainings, assessment protocols and HMIS workflows Certain trainings will remain in-person	First module will be an orientation to coordinated entry Second module will be assessment protocols	Ongoing 2019
ADMINISTRATIVE				
Complete policy and procedures manual	GC	Manual adopted by Alliance Board Feb 2019. Working to broadly communicate and distribute.	Ongoing updates as new policies created	Mar 2019
Outcomes Reporting No Change from last report	R	Visibility issues and HMIS modifications that were required to address those issues have significantly slowed reporting processes. HMIS is working to modify reports to be based off of new progress	Develop satisfaction survey questions, HP & STSS Referrals tracking reports and vacancies report, and develop one-page summary of key indicators for agencies	Ongoing
NOFA CE Ranking Measures	GC	2019 NOFA measures adopted	Provide support for scoring projects	May 2019

KEY

Green - on track

G/C - goal complete, status update will not change

Yellow - slightly behind but moving forward

Red - encountering issues

Agenda Items:
Updates, Reports, Announcements
 Review revisions to client consent form and notice of privacy practice
 Request to change number of days to exit from NbN ES, SSO and SO projects
 Review HMIS Policies and Procedures
 Youth Committee Request

Committee Action Calendar 2019

Due Date	Item	Status
	Site visits	
	Review Policies and Procedures	

Minutes Date: August 7, 2019

Attendees - Jeremy Heyboer (Alliance), Peggy Troyer (Alliance), Lynn Suchwalko (Alliance), Erin Matheny (Alliance), Eddie Ferrell (Thresholds), Joann Boblick (Beds), Tammy Verticchio (Housing Forward),

Minutes: minutes from May. 29 meeting approved with no correction

Updates, Reports, and Announcements

Training/User Group – Erin Matheny will be taking over the trainings/user groups; August 8th training (some spots left) & September 13th training (open)

CE – still making progress, CE is launching a Diversion Pilot, call center is now making a distinction between STSS and Diversion referrals; CE leadership staff will be moving to the Alliance location late August 2019

NOFA – HMIS questions and answers remain mostly the same

Announcements – site visits underway

Cazyu end-user portal - went live on August 1st

Review revisions to client consent form and notice of privacy practice – Memo finalizing the ability of CE staff to access HMIS data for CE underway, new consent form reviewed; minor changes to notice of privacy practices

Request to change number of days to exit from night-by-night shelter, services only and street outreach projects –There has been a request to change the number of days to exit from the current 90-day threshold to either 60 or 30 days. This will be discussed at the upcoming NbN shelter meeting.

HMIS Policies and Procedures Manual review – We continued review of the HMIS Policies and Procedures Manual. Some outstanding questions include whether CE agencies are required to use HMIS, use of password managers, whether to add “benefits” and “employment” info to profile-plus sharing, use of consent form at walk-in centers, and addition of new grievance form. Some minor points and rest of Policy and Procedures Manual will be addressed at next HMIS committee meeting

Youth Committee Request— Katie Spoeden led a discussion that came about as a part of the 100 day youth challenge--the youth committee has proposed asking questions about true gender identity, preferred pronouns, and sexual orientation of all clients as part of the HMIS initial intake. This will be added to the next staff meeting’s agenda and may be discussed at next user group meeting with a decision target date of Oct. 1, 2019

Next Meeting: Sept 25, 2019 at 10:30am prior to the User Group Meeting location TBD

Minutes from BFZ Meeting 8/13/2019

Attendance:

Erin Mangano, Hines VA	LaTara Chaney, AM	Erik Nelson, NW Compass
Kathryn Primas, Alliance	Patricia Stokes, HF	DeLoise Crosby, CC
Michelle Dubil, Journeys	Sarah Dorrance, SS PADS	Javon Harris, BEDS
Robena Morgan, SS PADS	Tamika Mackey, Heartland	
Jake Bradley, Entry Point	Jessica Ellenwood, Entry Point	
Kathleen Monforton, Thresholds	Sounja Thompson, Respond Now	
Christina Lindstrom, Respond Now	Keisha Yates, Thresholds	

1. Case Conferencing (Jessica)
 - a. 2 people housed we found out about on the call today
2. Chronic Homelessness (Kathryn)
 - a. Current community goal- 297.
 - b. Community goal. What is a reasonable goal to reach by the end of the year? If you have any ideas send them to Kathryn at kathryn@suburbancook.org. Ideas will be discussed during our community coaching call with Community Solutions and may be implemented across the CoC.
3. Built for Zero
 - a. Case conferencing- What are thoughts? Patricia: case conf tends to be very tedious, might not make sense to do conferencing with the policy and BFZ stuff.
 - i. Do we want to continue go-to meetings?
 1. 7 votes for go to, but would like meeting in person a few times per year or quarterly
 - b. Leadership team
 - c. Community meetings
4. Updates
 - a. HMIS updates: The HMIS team is working on some additional materials that will help identify clients who should and should not have trackers, clarify the process in HMIS, and improve accessibility to the reporting tools. In the meantime, as a reminder, the Entry Point Progress Tracker Management Report is available to those with access to ART, so that you review your client records that have active trackers. You can use the tool to find where you may be missing information in the tracker or have incongruent CH data in the client's initial intake assessment. The report is located in the following location - Public Folder>03 Suburban Cook (Common Share)>CE Tools-Built for Zero>EP Progress Trackers Management Report"
 - b. CE Updates:
 - i. Jake: encouraged folks to take advantage of new trainings

c. Veteran update: Erin: goal to be at 35 by 12/25- making progress, already have outflow of 7 since 8/1

Next Meeting: 9/10/19 – location/format to be determined.