**CoC Steering Committee Meeting Summary**

**Date:** Friday, September 17th, 2021

**Location:** Zoom

**Time:** 9:30-11:30 a.m.

**Co-Chairs in attendance:** Kristen Mitchell (DSS), Alyson Zikmund (HPD), and Jha’asryel-Akquil Bishop.

**Voting Members in attendance:** Lauren Velez (CSH alternate), Michelle Mulcahy (Enterprise), William Lang (ACL), Tierra Labrada, Catherine Trapani (HSU), Jamie Powlovich (CHY), Jessica Jeavons (DOHMH), Tony Lee (DOHMH alternate), Kevin Thrun (DHS), Bruce Jordan (HRA), Howard Charton (Breaking Ground), Roberta Solomon (Goddard Riverside), Cameron Craig (PWLEx).

**Additional attendees:** Martha Kenton (DSS), Amanda Slater (DSS), Melissa Stevenson (DSS), Charlie Winkler (DSS), Emma Cathell (DSS), Robin Pagliuco (HRA), Christina Tesoriero (Project Hospitality), Peggy Jean-Nicholas (HPD), Elisa Mateo-Saja (HRA).

**Items Discussed**

1. August Steering Committee Meeting Summary reviewed and approved.
2. Updates/Announcements

* Announcement made that the City of New York was awarded $15 million for the YHDP. NYC DYCD was identified as the Lead Agency, and the planning committee will immediately begin meeting.
* NYC CoC will host two meetings for general membership, community, and grantees
  + Public Meeting on September 22nd to cover the FY21 NOFO and LGBTQI updates
  + Grantee Meeting on October 1st to cover the 2022 Annual Project Performance Evaluation

1. FY21 NOFO

* NOFO overview and updates on application process
* Discussion on administrative tasks for the NOFO that currently require a Steering Committee vote. However, Steering Committee agreed that for future NOFO applications, to create a process that does not require this step.
  + Two motions brought to the floor & passed by majority voice vote to authorize:
    - The Co-Chairs to approve the final CoC Collaborative Application on behalf of the Steering Committee
    - CoC to appoint new project RFP Review Ad Hoc Committees for all new and expansion applications.
* Discussion on CoC grantee project performance, underspending, and right-sizing grants in order to reallocate unspent funds for new/expansion project.
  + Motion brought to the floor & passed by majority voice vote to enforce projects that consistently underspent and/or scored below average during the past three-four years to partially reallocate funds.
  + Motion made and passed by majority voice vote to authorize the CoC to appoint an Ad Hoc Appeals Committee for all involuntary reallocation.
* Update given that HUD released a new funding opportunity for healthcare-dedicated housing projects as well as promoted coordination with ESG-CV resources and their use to address homelessness in the FY21 NOFO. Discussion around potential healthcare applicants and the potential for EHV utilization with CoC funding.

1. USICH annual federal strategic plan

* Discussion on the Steering Committee submitting a public comment and the interested areas to include for advocacy.

1. CAPS Policy & Procedures document

* Motion brought to the floor & passed by majority voice vote to pass the updated CAPS Policy & Procedures document as presented last meeting.

1. CoC Evaluation

* Performance Management Committee Co-Chairs discussed the new Evaluation timeline, HMIS tool, and Policy & Procedures document.
  + Motion brought to the floor & passed by majority voice vote to pass the updated HMIS tool and new Evaluation Policy & Procedures document as presented last meeting.

**Action Items**

1. Present YHDP planning updates during next Steering Committee Meeting. Responsible party: Co-Chairs and FHPR team.
2. Begin brainstorming and drafting for the Steering Committee’s public comment for the USICH federal strategic plan. Responsible party: Steering Committee members.
3. Create a collaborative document for members to share agenda items, points of discussion, and announcements offline. Responsible party: Steering Committee members & Co-Chairs.