



In Attendance:
Sam Engel, Amanda Doemland, Carrie Borgen, Angela Durant, Ann Marie Alfrey, Barbara Johnson, Debra Crawford, Debra Lee, Jason Elzy, Kelly Madding, Kim Overson, Kim Whitney, Linda Reid, Mary Ferrell, Stacy Brubaker, Tina Kessel, Leslie Ford, Nate Sickler, Cass Sinclair, and Matt Rogers.
Legislative Liaison:
None
Staff:
Noah Werthaiser, Melissa Markos, and Daphne Bramlett.
Guests:
Alex Campbell and Matthew Havnear.
Absent:
Delcia Dillard.

1. **Welcome & Call to Order** – Chair Elzy called the meeting to order at 2:02PM.
2. **Roll Call** – A quorum was reached with 20 of 21 members present.
3. **Public Comments** – No public comments were received.
4. **Approval of Minutes** – Approval of April and May minutes were tabled.
5. **Gaps Analysis & Strategic Planning Update**
 - The Gaps Analysis kickoff meeting is on June 13. Project completion is estimated for September 2024. This work will drive the strategic planning piece.
 - John Bowling will submit a proposal for strategic planning, which will be a multi-month process aligned with completion of the Gaps Analysis.
 - ACCESS is exploring funding options to cover strategic planning.
6. **Workplan Update**
 - The CoC Workplan, drafted by Homebase was reviewed and noted as a living document that helps set the CoC’s goals and identifies annual duties and responsibilities of all workgroups.
 - ***Melissa Markos will email instructions for Board members to access the Workplan through the CoC’s Gmail account.***
7. **Point-in-Time Count Planning**
 - a) Establish PIT Count Committee - ***Melissa will assemble an ad hoc planning committee in July*** and planning efforts will begin in August. The group confirmed that the ad hoc committee should be separate from the Membership. Additional comments included:
 - Community Works and Maslow have been involved every year.
 - Need a boots on the ground committee, networking through Membership.

- Historically, Veterans Affairs (VA) has coordinated with law enforcement to schedule outreach on the Greenway.
 - Josephine County holds a resource event on that night.
 - ***Sheriff Sickler will connect Matt Rogers with Forest Service representatives and Sheriff's deputies that work in rural areas to help coordinate targeted outreach.***
 - Need to re-evaluate the time the Count is conducted. Conducting outreach after dark is concerning to many Board members.
 - Lived experience members expressed the trauma created during last year's Count and some member agencies will not participate if outreach is during those same hours.
 - Melissa is looking at using a waiver to do a "by-name list" rather than a physical outreach method. This VA uses a by-name list process for the HUD VASH program. **Daphne Bramlett is looking at creating a by-name list through the Coordinated Entry System.**
 - The group explored the need for CoC's PIT Count volunteers to sign waivers?
- b) **OHSU Street Nurses' PIT Work in Ashland** – Linda Reid highlighted work the City of Ashland's Housing & Human Services Advisory Committee completed with the OHSU Street Nurses. Highlights:
- Street Nurses conduct outreach through their Foot Washing Clinic and laundry/shower facilities at Opportunities for Housing, Resources, and Assistance (OHRA).
 - Street Nurses created zones to conduct outreach. They did not use the traditional PIT survey and documented 181 homeless individuals in Ashland which is higher than they anticipated.
 - Street Nurses will conduct a count for the City of Ashland annually, and also expressed interest in participating in the next Jackson County PIT Count.
 - ***CoC Board members agreed to invite Street Nurses to present to the CoC.***
8. **Formalize the Multiagency Coordination (MAC) Group**
- a) Members discussed formalizing the MAC Group as part of the CoC, in accordance with the Charter, and to perform time sensitive work under the Governor's Emergency Order (EO) and additional funding opportunities that may arise. Shared concerns and comments included:
- The CoC Board holds the fiscal responsibility for federal funding through the U.S. Department of Housing and Urban Development (HUD).
 - State funding, passed through ACCESS from Oregon Housing and Community Services (OHCS) relies on the CoC as a systems body to administer funds.
 - The MAC Group was formed in response to the EO to make funding recommendations and monitor project performance. The MAC Group formed a scoring committee to formulate funding recommendations to the CoC.
 - Chair Elzy tabled the discussion until the MAC is reviewed by the Governance & Membership Workgroup (WG).
9. **Collaborative Application**
- a) ***Melissa will be assembling an ad hoc committee in preparation for HUD releasing the CoC Notice of Funding Opportunity (NOFO) in July.*** She will announce this opportunity at the next Membership meeting. She also recognized the benefit of meeting with several CoC Board members during last year's collaborative application. Other highlights:
- ***The Performance and Evaluation WG will assemble a Rating & Ranking Committee to work with Melissa and ACCESS' grant writer.***

- George at Homebase could be a resource to consult with during this year’s collaborative application.
- The collaborative application process should align with the work of the Community Health Assessment, Community Health Improvement Plan (CHIP) and the City of Medford and Ashland’s Consolidated Plan.
- Strategic Planning should also look at the above work.

10. **Workgroup Updates**

- a) **Coordinated Entry** – Daphne Bramlett noted the WG has 15 members and is working on action items around engaging as many agencies as possible, identifying barriers to data collection, exploring using a forum platform and a HUD-sponsored workshop to bring more to the group.
- b) **Performance & Evaluation** – Noah Werthaiser reported the WG is off to a great start with several members interested in joining. They are researching the Results Oriented Management & Accountability (ROMA) as a potential logic model for performance and evaluation.
- c) **Homeless Management Information System** – Barbara Johnson reported that WG has close to 20 members and is meeting regularly. Tanner South is the new Co-Chair.
- d) **Governance & Membership** – Angela reported the WG currently has six members. Melissa reported that the WG is exploring processes to solicit nominations and will report to the Board in September. The WG will also be looking at identifying Board members staggered terms in accordance with the Charter’s two- and three-year term limits. Other highlights:
 - The Board should represent a wide range of sectors and individuals.
 - The CoC is required to hold two full membership meetings each year.
- e) **Regional Planning** – Kelly Madding accepted the Chair role and is in the process of recruiting members and setting a meeting day/time. Discussion landed on what regional coordination will look like, as well as the heavy lift of the work.

11. **Agenda Building**

- a) Chair Elzy acknowledged Board meetings have felt like housekeeping work. He also led a discussion on using a consent calendar, replacing WG updates with copies of minutes in agenda packets, and implementing a semi-annual report. The July 3 Board meeting will be moved to July 10.

12. **Good of the Order**

- a) Board members confirmed the Board will continue to evaluate the Charter over the next 12 months.

13. **Adjourn** – The meeting adjourned @ 3:38 PM.

Next CoC Executive Committee Meeting: Wednesday, June 26, 2024 @ 2:00 – 3:00 PM
Next CoC Board Meeting: July 10, 2024 @ 2:00 – 3:30 PM