

Amarillo CoC

Board Meeting Minutes

April 13, 2023 @ 9:00 a.m.

WTAMU Downtown Amarillo SBAC Conference Room 1st Floor

The meeting was called to order at 9 am by President Steve Smart.

Members Present: Julie Cleveland, Meg Dejong-Shier, Shanna James, Rudy Montano, Kay Pechin, Steve Smart, Kraig Stockstill, Susan Webb, Virginia Williams-Trice and Caressa Pena

Approval of Minutes: Motion was made by Meg to approve the minutes of the Meeting held on March 9, 2023 and seconded by Kraig.

Sara Pagni, TA from HUD joined the meeting via teams and provided an informative training on the roles and responsibilities of the CoC. She will give another presentation at the June Board Meeting.

Lead Agency Updates:

Jason reported:

CDBG NOFO is open and are accepting applications. The funds should focus on helping the homeless.

CDAC meeting to be held today at 11 am with food, drinks and presentations from grant recipients, followed by a tour of Warford Activity Center and Catholic Family Charities. Everyone is invited.

This week is CDBG week, as declared by Amarillo City Council.

FSS will have a groundbreaking ceremony for its women's center on April 25.

Jason distributed information regarding Transformation Park's groundbreaking to be held on April 27.

PIT count date is needed and after deliberating, a tentative date of 7/28/2023 has been set. Caressa will send out email to the general membership to make sure the date doesn't conflict with any other area events. Jason hopes all local organizations will participate in the PIT count and will provide volunteers for the count. Meg stated she will reach out to more departments at the University and ask them to participate.

Amy Dixon has transferred out of community development and will now work out of the accounting department full time. All HMIS-related questions can be sent to Jason Riddlespurger, Caressa Pena or Vanessa Robinson.

Steve confirmed that Kelly has officially resigned from the board. She would like to remain a member of the general membership.

Committee Reports:

It was decided that a board member can be on more than 1 committee as long as conflicts of interest do not arise.

Steve is requesting some clarification on the policy regarding required committees. He suggests that we review governance charter and revise if necessary. Then we can determine which committees are most useful to the CoC.

Kraig reported that the section of the policy pertaining to Committees, as well as Board and General Membership have been updated. Caressa will provide a copy of these sections of the policy for the board to discuss in a future meeting.

Monitor and Scoring - nothing to report

Grievance – nothing to report

PIT – A tentative date of 7/28/2023 has been set and will be sent out to general membership to make sure it does not conflict with any other area events.

Ending Veteran Homelessness – Lois will be taking over responsibilities since Teena is no longer on the board.

HMIS Advisory – Virginia and Caressa will meet for HMIS meeting on 4/21. She asked Julie to join the committee and Julie will let us know once she has made her decision. Virginia asked for clarification regarding her duties. Virginia attended the NHDC conference in Phoenix.

Ending Youth Homelessness – Still needing a Chair

Gap Analysis – Shana reported that she visited the homelesstraining.com website and it requires the purchase of a membership. She states that it has a lot of useful information for people who have direct contact with the homeless population. She requested a copy of the Gap Analysis conducted by the City, Virginia and Rudy also requested a copy. Caressa will email the gap analysis to the board.

Education – Shana is interested in being Chair of Education Committee. She would like someone to give a presentation at the next General Membership meeting

Shelter Committee – nothing to report

Ending Youth Homelessness – nothing to report

Virginia inquired about the CoC Planning funds and wanted to know how the funds can be spent. Steve requested a review of the CoC Planning funds disbursement. Jason will provide a copy.

Steve would like Committee Chairs submit a written report with any updates that need to be discussed at the board meeting. He would like Caressa to send out an email to the Board Chairs advising them that they will need to submit these written reports prior to the agenda being written. The deadline will be on the Tuesday 1 week prior to the board meeting. (Ex. Next board meeting scheduled for 5/11/2023, the written reports will be due 5/2/2023). Caressa will send an email.

Meeting was adjourned at 10:49 a.m.