**Core Committee Meeting Minutes**

August 1st, 2019 1pm-3pm

The Road Home

Attending: Loreen Gage, Chris Verdico, Patti Prime, Shannon Ash, Casey Becker, David Vobora, Jael Currie, Melissa Mennig, Robin Sereno, Kim Sutter, Katie Spaeth, Maggie Carden, Justin, Sarah Lim, Sarah Anderson, Torrie Kopp Mueller

1. Introductions and Check-in
2. Review Proposed By-Name List Change (Limiting length of Time Homeless to 3 Years Max)

* Katie and Kim worked on proposed updates to the written standards that reflect the Core committee’s discussion on limiting the length of time homelessness considered for priority.
* The tie breaker in the current HMIS setup is the time on the housing list. No objection to not making any changes to the tie breaker setup.
* Core Committee recommends that the Board adopt the proposed language to the written standards.

1. Review and Discussion of Update Emergency Transfer Plan Language (Written Standards)

* Torrie brought proposed updates to the emergency transfer plan.
* Torrie provided sample forms.
* Casey will send state legislation related to this topic to Torrie for review.
* A question was raised who needs to provide the notice to tenants (service provider or property management).
* At application and at enrollment.
* A question whether 5 day notice will be considered “any notification of eviction” which
* Would like a guideline on refusal of signature.
* This requirement adds challenge to working with smaller landlords who may not even be aware of this requirement.
* Would like records retention guidelines for people who did not get accepted into the program.
* A question was asked whether these requirements are only for HUD funded units or all apartment units. State Statues require certain VAWA protection for all residential units.
* Torrie will reach out to the Apartment Association to find out what they have already in place and to educate them of the requirements.
* Torrie will submit a HUD AAQ whether the HUD form 91067 with expiration date of 2017 is still acceptable.
* Torrie recommended that if the agency hasn’t worked on the emergency transfer plan, work on them using the proposed written standards as a guide.
* DAIS is not able to provide DV related information due to confidentiality.
* Torrie will find out how CDA is working with this requirement.

1. NOFA Group Worktime

The Committee reviewed the CoC NOFA questions 3A-5d and IC-5 and provided the feedback to Torrie.

Next meeting - August 15th: Which items do we want to prioritize?

1. More NOFA Worktime
2. Review RRH Written Standards
3. System Performance Measures
4. Look at PSH application materials and see if there are ways to standardize
5. Community Plan 2.2.3 All HSC funded providers will review, reduce and standardize their screening criteria to increase access and reduce barriers to housing and services including Racial Equity Impact Assessments