



Pursuit of Housing Partners Meeting

Date: June 07, 2017

Time: 11:00 AM

Location: Thurman Brisben Center

MEETING CALLED BY	Kate Gibson (GWRC)
TYPE OF MEETING	Monthly Meeting
NOTE TAKER	Sam Shoukas
ATTENDEES	Kate Gibson (GWRC) Kim Lally (TBC) Meghann Cotter (Micah) Tara Best (Loisann's Hope House) Tammy Torres (Empowerhouse) Sam Shoukas (AmeriCorps VISTA) Lorena McDowell (NVFS) – via phone
ABSENT	Lisa Crittenden (Loisann's Hope House) Kathy Anderson (Empowerhouse)

DISCUSSION	
<p>Introductions</p> <p>Approval of May 3, 2017 Meeting Minutes</p> <ul style="list-style-type: none"> Kim Lally moved to approve the minutes and Tara Best seconded the motion. The minutes from April were approved by all committee members. <p>Policies & Procedures Review</p> <ul style="list-style-type: none"> Sam Shoukas is continuing to gather policies and procedures and job descriptions from the partners for review. Sam will be reaching out to those that have submitted them already to discuss possible updates and changes that the partners would like to make in coordination with the Emergency Shelter Learning Clinic which all partners are participating in. Partners that are editing and finishing job descriptions and policies and 	

procedures are to send them to Sam when they are completed.

NAEH RRH Performance Benchmarks & Program Standards

- At the special meeting on May 18th, 2017 the partners agreed to adopt the NAEH Performance Benchmarks and Programs Standards as required for the VSHP grant by July 1, 2017. In preparation for this, the group needs to discuss what local data looks like and whether local benchmarks are needed. The document states that this is allowable, but the group will need to know where they are currently in order to set those for the community. Kate Gibson will be putting this data together and sending it out to the partners to review within the next few weeks.
- As for the RRH standards, the community currently does not have a standard policies and procedures manual for this program. In order to adopt the standards, as well as ensure that all partners are providing the RRH program in the same way, a community policy will be created for all partners to adopt. The group agreed that this would be helpful. Kate Gibson and Sam Shoukas will work on putting the community policy together and will share with the partners for comment prior to July 1, 2017.
- To be able to put the community policy together, the group discussed how the program is run at each of their agencies. Each provider described what their determination for financial assistance looked like, how case management (before and after housing) was provided, and their process for connecting clients to the housing locator. This information will be compiled into one document to develop a community wide process for RRH.

Follow-Up Meeting

- A follow up meeting was scheduled for June 21st at 12pm to review the community policy created as well as review benchmark data and create local benchmarks if needed.

CONCLUSION		
ACTION ITEMS	PERSON(S) RESPONSIBLE	DEADLINE