

Leadership Committee Minutes

Date and Time

Tuesday, December 4th, 2012 1:00pm-2:00pm

Location

Baked Downtown Bakery & Café, 1015 Elm Street, Manchester, NH

Attendees

Dominique Rust	Katie Simpson	Susan Howland	Jocelyne
Elise Annunziata	Mary Sliney	Cathy Kuhn	Pinsonneault

November Minutes Accepted.

Elections: Vacant Chair Positions

- There are no nominees for the Community Awareness Chair position.
- Elections will have to continue each month until someone steps forward.
 - In the meantime, the committee will continue with Katie coordinating meetings.

Peer Review/NOFA

- Susan sent a copy of the BoSCoC's project scoring criteria to Leadership.
- Cathy will get Data Quality Reports out to Peer Review.
- Exhibit 2s, APRs, and scoring information must be given to the Peer Review Committee.
- They will also need a list of all funded projects and organizations.
 - Katie will record how many times they have attended CoC meetings in the past year (Oct. 2011 – Nov. 2012).
- Peer Review will be meeting on Dec. 20th.
- Katie will take the four questions on the page regarding certifications and make a separate document for agencies to sign.
 - She will also place all APRs and Exhibit 2s on discs for the Peer Review Committee members.
 - All other documents will be sent as attachments.
- If service providers agree to take a percentage cut from each program that money will be definitely cut.
 - If a project is chosen to be placed in to Tier 2, that project will not necessarily be cut.
 - Leadership agrees to take the 2% admin funds away.
- Should Peer Review make the decision about which project should be placed in to Tier 2?
 - Peer Review Committee members do not have the knowledge of the Continuum to make that decision.
 - They do not know which programs are working – which are not.
- Who should make the decision about which project to place in to Tier 2 – Leadership? The CoC?
 - Leadership should make the decision.
 - They were elected by Continuum members to make these decisions.
 - NOFA-funded Leadership members will have a voice about which project is placed in to Tier 2, but they will not be able to vote.
 - The Continuum should be made aware of the process and Leadership's decision.
 - At the Dec. 13th CoC meeting, we will present to the Continuum the criteria used for deciding which project will be placed in to Tier 2.
 - What will have the least impact on the people we serve?
 - Who is the least involved in the CoC?

- What other resources are there in the community?
- Katie will create a power point with the chosen criteria to be used to present to the CoC at the meeting.
- Dominique and Susan will present.
 - We will leave time for an open conversation among the Continuum members.
- Leadership will meet to decide which project will be placed in to Tier 2 directly following the CoC meeting from 1:00-2:00pm on Dec. 13th.
- The Leadership Committee, therefore, has decided NOT to cut across the board, but to place one project in to Tier 2.
- Susan will send out information to the Leadership members about each project, so they will have a short overview of the projects.
- Katie will look up organizations' attendance and committee membership.
- Katie will also send an email to the CoC asking if any organizations will be applying for bonus projects.

Minutes Prepared By

Kaitlin Simpson

Manchester Continuum of Care Coordinator, VISTA