



A program of the North Carolina Housing Coalition

CAROLINA HOMELESS INFORMATION NETWORK

118 St. Mary's Street | Raleigh, NC 27605 | 877.703.3176 (Help Desk) | 919.881.0350 (FAX)

CHIN Governance Committee Meeting Agenda

Monday October 12, 2014

10 AM – 4 PM

United Way of Greensboro

Call in number: 218-895-9693, code 805232#

START	10:00 Welcome & Call to Order	
ONE	Agenda Item: Introductions	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Heather Dillashaw	Estimated Time: 10
	Background Information: This meeting is for CHIN Advisory Members and their alternates.	
	Supporting Materials: <ul style="list-style-type: none"> • CHIN Governance Committee Member List 	
TWO	Agenda Item: Approval of Minutes	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Heather Dillashaw	Estimated Time: 5
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Supporting Materials: <ul style="list-style-type: none"> • August and September Meeting Minutes 	
THREE	Agenda Item: CHIN Status Report	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Laura McDuffee	Estimated Time: 20 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: This will be a standing agenda item. CHIN has been asked to report on: <ul style="list-style-type: none"> • Current work plan • Staff and Contractors: Who is doing what, including: who are they, what are they working on, how are scopes being established? • Quick Budget Update: Any unexpected expenses or savings • Other updates as needed 	
	Supporting Materials: Materials to be provided at meeting	
Action Items:		

FOUR	Agenda Item: Data Subcommittee Report	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Lloyd Schmeidler (via telephone)	Estimated Time: 30 min
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: The Data Subcommittee will report on recent meetings regarding implementing new data standards, the system upgrade, and other regular business.	
	Supporting Materials:	
Action Items:		
MCAH will join the meeting via conference call.		
FIVE	Agenda Item: Transition Planning with Administrative Agencies	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Heather Dillashaw	Estimated Time: 1.5 hr
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: <ul style="list-style-type: none"> • The NCHC Board approved a contract extension with the caveat that the contracts be renegotiated to deal with liability issues for NCHC if all staff/critical staff leave before April 30. The renegotiated contract will be discussed and a timeline for execution will be established. • MCAH has developed a scope of work to begin work on evaluating our HMIS implementation. This includes an in-person visit the first week of November. The Governance Committee will consider the scope for approval. Upon approval, plans for the implementing the scope will be discussed. • MCAH is requesting an additional contract for additional expenses already incurred. Approval of this cost reimbursement will be discussed. 	
	Supporting Materials: Scope of Work for MCAH Evaluation Contract	
Action Items:		
Lunch Break Administrative Agencies will leave the meeting at this time.		
SIX	Agenda Item: Transition Planning	Agenda Item Completed: <input type="checkbox"/>
	Presenter:	Estimated Time: 2 hr 50 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: The Governance Committee will discuss transition topics including forming a transition committee, status updates on key topics, expectations for Administrative Agencies, and options for sharing MCAH and Bowman costs across CoCs.	
	Supporting Materials: Draft of Options for Cost Sharing	
Action Items:		

SEVEN	Agenda Item: Announcements and Reminders	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Heather Dillashaw	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information:	
END	4:00 Adjournment	
NEXT MEETING: November 10, 10am-4pm in Greensboro. Monthly in-person meetings will be held in Greensboro on the 2nd Monday of each month through June.		