

Notes of the Evaluation and Resource Allocation Committee  
of the Board to Promote Self Sufficiency

July 13, 2016, 2-4:00pm, DSS Board Room

**ATTENDEES:** Dee Athey, Karen Butler, Jennifer Corcoran, Michelle Hippert, Stan Levi, Cristiana Mercer, Kathy Swanson

**ABSENT:** Craig Cummings, Karen Dixon, Catherine Wellman, Joe Wilmott

Discussion of new structures and roles at Board to Promote Self Sufficiency (BPSS) and the Department of Community Resources and Services (DCRS)

**BPSS:**

Jen Pollitt-Hill and Karen Butler will serve as Chair and Vice Chair, respectively

Stan Levi will serve as Chair of the ERA Committee

Matt Poole will serve as Chair of a new Subcommittee, formerly the Steering Committee of the local Continuum of Care (CoC)

**DCRS:**

The Office of Community Partnerships, comprised of the MultiService Center, Community Service Partnerships, and Continuum of Care, now exists as a separate office within DCRS; Kathy Swanson is its Administrator

Orientation of members and staff to ERA processes

Historically, all CoC funded grants have been brought to the Committee for review and ranking; the ERA provides recommendations to DCRS, which makes final funding decisions

In the future, the ERA Committee may be involved in the Community Service Partnership grants, which provide a venue for more flexible use than HUD funding

Meetings to be held the first Tuesday of each month from 10:00am-12:00pm in the Dept. of Social Services Board Room, with the exception of August and September; both dates to be replaced with one meeting on August 25, 9-11:00am

The ERA Committee will be staffed by three members of DCRS – Michelle Hippert, *CoC Manager*, Catherine Wellman, *HMIS Administrator*, and Jennifer Corcoran, *CSHS Coordinator*

### Other Discussion topics

The group is interested in visiting non-profits in the community requesting funding to better understand their functioning. Site visit planning will happen at subsequent meetings.

### Future Tasks

Recruit additional Committee members

Complete site visits to funded agencies

### Next meeting – August 25, 9-11:00, DSS Board Room:

US Dept. of Housing and Urban Development has put out the Notice of Funding Availability (NOFA) for the next fiscal year; it is due to HUD by 9/14/16, which means all community agencies must submit their applications to DCRS, as the collaborative applicant, by August 12 and the ERA must review and rank them by August 30