

Alliance to End Homelessness in Suburban Cook County
Board Meeting Minutes
April 28, 2006

Meeting Location: United Way Metro Chicago, 560 W. Lake Street, Chicago, IL 60661

Voting Members Present: Ken Schmitt CHAIR, Eileen Higgins VICE CHAIR, Richard Koenig PAST CHAIR, Susan Shimon SECRETARY/ CBSA Co-Chair, Tom Galassini, Lenoris Perkins, Fred Shannon CBSA Chair, Mark Enenbach, Mary Schurder, Marie Vesely CBSA Co-Chair, Richard Grove, Daryl S. Woods, Mary Ann Romeo, Khen Nিকেle, Sandy Williams, Kelli Moore, Edwin Walker, Yvonne Griffin-Bland, Patrick Rodgers, Mike Wasserberg, Cynthia Schilsky CBSA CHAIR, Lynda Schueler

Voting Members Not Present: Gerry DuPaty, Beverly Christmon, Doug Jones, Nancy Radner, Raul Rodriguez TREASURER

Other Members Present: Staff: Jennifer Hill, Renae Wilson, Shaun Pyron, and Amy Ernstes, Rev. John Rice, Bethel Community Facility; Millicent Ntiamoah, Catholic Charities; Alisa Dean, City of Evanston; Marlene Trimuel, Genesis Pathway Foundation; Karen Stunkel, Home of the Sparrow; Reginald Summerrise, Le Penseur Youth Services; Gordon Reiher, Madden Mental Health Center; Courtney Suchor, Sanctuary/SS Family Shelter; Alison Moran, Shelter, Inc.; Jill Valbuena, Thresholds; Marvin Gorss, West Suburban Landlords Assoc.; LaTonya Walker, WINGS

- I. The meeting was called to order by Ken Schmitt, Alliance Chair and participants introduced themselves.
- II. Approval of the Minutes - Patrick Rodgers moved and Cynthia Schilsky seconded that the minutes of the March meeting be approved. The motion passed.
- III. Treasurer's Report – Jennifer Hill summarized the March 31, 2006 balance sheet and the income statement for the six months ending March 31, 2006. Of significance is the zero balance on the line of credit for over thirty days and the negative figure for interest expense for March due to a reconciliation correction.
- IV. Director's Report – Jennifer Hill recommended adoption of the Code of Conduct distributed for review in the March meeting. Edwin Walker moved and Fred Shannon seconded that the Code of Conduct be adopted. **The motion passed.** Jennifer reported on the Rental Support Workgroup 4/20 meeting wherein the group reviewed the proposed RULES, suggested comments, and planned next steps. Patrick Rodgers suggested that Jennifer Hill be the point person on public comment for the Alliance and coordinate with housing advocacy groups prior to the May 10 hearing.
- V. Committee Reports
 - A. Executive Committee – Eileen Higgins summarized the items discussed in the April 17th meeting.
 - B. HMIS Committee – Renae Wilson reported that technical specifications for the application will be finalized by May 1, 2006. Next the team will address the reporting specifications. *The committee seeks subject matter experts to assist in this process.* Also addressed this month were decisions relating to Standard Operating Procedures. *Renae described the UAT testing process and encouraged people to participate.***

- C. Continuum of Care Committee – Sue Shimon reported the committee’s work to complete the Exhibit I goal charts, including progress on 2005 goals and plans for 2006 goals. It worked closely with the Chronic Homelessness committee on these sections. All Housing Inventory charts are due to Tom Hinchy by May 1. The Service Inventory chart was passed around the meeting for participants’ review and completion.
 - D. Project Review and Prioritization – Cynthia Schilsky announced the timely receipt of 100% of the applications this year. The two committees (one reviewing the bonus applications and the other reviewing the renewal applications) used the project ranking forms to prioritize the applications and create the recommended project ranking list. The committee opted to include the second ranked bonus project at the bottom of the list on the chance it be considered by HUD. Cynthia moved and Eileen Higgins seconded that the project ranking list be accepted by the Alliance for submission to HUD. The roll call vote indicated **the motion passed** (7 ayes, 0 nays, 15 abstentions).
 - E. Chronic Homeless – Lynda Schueler reported the committee’s work on the 2006 Exhibit I goal chart.
 - F. Homeless Prevention – Marie Vesely announced her resignation from Connections for the Homeless and pending move to West Virginia. She has made a recommendation for a substitute chair of the Prevention Committee to Ken Schmitt.
 - G. Evaluation – Karen Stunkel described the committee’s focus on development of a project monitoring tool and its decision to use a self-monitoring tool as a starting point. Cynthia Schilsky moved and Kelli Moore seconded that the tool be piloted in the coming weeks with volunteer participants. **The motion passed.** Karen recommended that participants share their client satisfaction tools and aggregate data. Richard Koenig moved and Patrick Rodgers seconded that these tools and data be collected and used to establish a baseline for client satisfaction and define parameters of possible standardized client satisfaction surveys for use by the Alliance. **The motion passed.**
 - H. Governance – Richard Koenig reiterated this committee’s recommendations for electing board members and described their incorporation via proposed revisions to the Alliance bylaws. Alliance participants received copies of the proposed revised language. Edwin Walker noted he would forward comments on technical matters of Robert’s Rules and editing. Mike Wasserberg and Fred Shannon expressed concerns shared at a south council meeting about maintaining new board members’ connections to the councils. Richard encouraged participants to review the changes carefully for an informed discussion at the next meeting.
- VI. Other Reports – Mainstream Resources and Regional Roundtable Reports were deferred to the June meeting.
- VII. CBSA Reports – Marie Vesely reported the north discussion of its committee structure and relation to the Alliance; AHAND representatives to the Alliance and a summer/fall community event.
- VIII. New Business – Ken Schmitt, Sue Shimon and Mary Shurder, on behalf of the Alliance, expressed their appreciation and good wishes to Marie Vesely in her transition.
- IX. Edwin Walker moved and others seconded that the meeting adjourn. Motion passed.

Respectfully submitted,

Susan Shimon, Secretary