

**Alliance to End Homelessness in Suburban Cook County  
Board of Directors Meeting Minutes  
June 27, 2008 at United Way of Metropolitan Chicago**

The meeting was called to order at 10:15am by Mark Enenbach, Board Chairperson. The minutes of the previous meeting were approved as written.

**Treasurer's Report** – Doug Jones reported that all the funds from the 2005 SHP-YMCA grant have now been expended. Documentation was included in board packet to show how the funds were spent.

**Executive Director's Report** – Jennifer Hill

- Introduced Peggy Troyer, Manager of Information Systems
- Announced that Office Manager, Sharon broke her leg and it is uncertain how long she be out of the office
- HMIS – the training went well – facility was great – trained all but 1 of the agencies that receive ESG funds so reached that training goal – continue to send updates on progress to HUD and the County weekly
- Grant Management – Funding from Cook County CDBG funds reduced to \$40,000 for the time period of June to September of 2009 since we have not yet spent any of our current funds (\$147,000). Discussion about need for alternative sources of funding for the Alliance and what that might look like. CDBG money is used as match for the HMIS SuperNOFA grant and we will have to have an alternative. This was referred to the Finance Committee to work on developing a plan.
- Axelson – Boot Camp Training – Jennifer attended. Discussion of how the Alliance is not a typical non-profit in that it doesn't provide direct service but serves more as a membership organization. M. Schurder pointed out that most of the Alliance's expenses are administrative and not programmatic which presents some fundraising challenges. E. Higgins stated that the Alliance could further develop its advocacy role. S. Shimon said we needed to know our purpose and indicated that HUD may be looking at some changes in how the Alliance will operate if the HUD grant process is going to be administered in a different way. J. Hill stated that delineation of roles for board and staff is important and that board and staff development had been suggested. She requested recommendations of board consultants if anyone knows people who would be helpful in this regard.

**Committee Reports**

**Executive Committee** – Mark Enenbach

- Minutes included in board packet – no action items
- Letter from Ray Willis from HUD that they are appreciative of the HMIS updates and conditions on funding have been lifted.
- Evanston Continuum of Care has indicated an interest in a possible merger with the Alliance but conversations will not begin until late 2008.

**Continuum of Care** – Sue Shimon

- Meeting set for July 1 at 9:30am at the Alliance office
- Presentations of the Plan to End Homelessness done at south and west CBSA's.

### **Project Review and Prioritization** – Cynthia Schilsky

- SuperNOFA supposed to be released on or about July 1 and then trainings and a meeting will be set up to discuss review process.
- M. Wasserberg asked if there were any guidelines that had come from the renewal meetings about the funding of renewals. A motion that had been withdrawn at the March board meeting was reintroduced and determined to be in order.
- **Motion:** New projects that submit applications for SuperNOFA 2008 must be either bonus eligible or reallocation eligible. All renewals will be prioritized. (Schilsky/Condon) Motion approved.

### **HMIS** – Ken Schmitt

- The committee recommends hiring a consultant for guidance in making the system work in the start-up phase. Staff will work with the committee to make this happen.
- P. Troyer has come on staff and in 3 weeks has started the training process and now is ready to get the system operational.
- C. Suchor raised an issue about consent forms and Notification of Privacy Practice documentation. This issue will be addressed as will the many other concerns that will be raised as the Alliance implements the HMIS.

### **Prevention** – Dennis Condon

- Meeting set for July 22 at 10am at the Alliance office.
- Hope to have information on call volume count at that meeting.

### **Outcome Evaluation** – Courtney Suchor

- Committee is working on the eligibility criteria information collected with the LOI.

### **Governance** – Eileen Higgins

No report

### **Regional Round Table** – Cynthia Schilsky

- Reminder about Countywide Forum on Discharge Planning scheduled for July 14. Everyone is urged to attend.

### **Local Council Reports**

#### **South** – Mike Wasserberg

- Creating an action plan in response to the south homeless study
- Elections held

#### **West** – Cynthia Schilsky

- Plan to End Homelessness Presentation done
- Elections held

#### **North** – Sue Shimon

- Held 2 trainings on harm reduction
- Elections held

## **Old Business**

### **Board Elections** – Eileen Higgins for the Nominating Committee

The following persons are nominated as Directors on the Board

- Countywide Representatives: Sue Shimon–WilPower, Mark Enenbach–CEDA, William Baxter–Hines VA Hospital, Heidi Russell-Green–Safer Foundation, Khen Nickele–IDHS-DMH, Arie Davis–IL. Dept. of Corrections, Tom Galassini-United Way, Brian McManaman–Emergency Fund, Eileen Higgins–Catholic Charities
- AHAND – Co-Presidents – Michael Sada–Kenneth Young Center and Millicent Ntiamoah–Catholic Charities, Mary Schurder–Center of Concern, Paul Selden–Connections for the Homeless, Randi Gurian–The Harbour, Hugh Brady–NAMI – 2 vacancies remaining
- WSCH – Co-Presidents – Teri Curran–Pillars and Lynda Schueler–W. Suburban PADS, Kyu Yup Kim–Oak Park Family Services, Marvin Gorss–West Suburban Landlords Assoc., Cynthia Schilsky–community, Jose Alvarez–Town of Cicero, Debra Howard Frye–Thresholds – 1 vacancy
- SSCH –Co-President – Mike Wasserberg–S. Suburban PADS, Rev. John Rice–Bethel Community Facility, Courtney Suchor–SS Family Shelter, Beverly Christmon–community, Dennis Condon–community, Pat Rodgers–Social Security Administration, David Tracy–Habitat for Humanity-Chicago S. Suburban – 1 vacancy

The above slate was nominated as the Alliance Board of Directors. (Higgins/Wasserberg)  
Slate was approved

## **New Business**

- M. Enenbach reported that IHDA has announced that the Rental Housing Support money will be delayed until at least August. No money has yet been distributed for the program.
- Officers for the Alliance Board will be elected in July. The slate will be presented at the July meeting and there can be nominations from the floor.
- B. McManaman reported that the Com Ed/Emergency Fund utility assistance program spent the \$200,000 allocated in 1 month and is closed for now.
- M. Enenbach reported that the LIHEAP cooling program will begin on July 7 – but the money goes fast.

The meeting was adjourned at 12 noon. (Wasserberg/Higgins)

Respectfully submitted,  
Cynthia Schilsky  
Secretary Pro Tem

Voting Members Present -

Jose	Alvarez	Town of Cicero
Beverly	Christmon	IL DCFS
Dennis	Condon	Community Representative
Arie	Davis	IL Department of Corrections
Gerry	DuPaty	Housing Authority of Cook County
Mark	Enenbach <b>CHAIR</b>	CEDA Central
Eileen	Higgins <b>PAST CHAIR</b>	Catholic Charities
Doug	Jones <b>TREASURER</b>	Michael Joseph Foundation
Cynthia	Schilsky	Community Representative
Mary	Schurder	Center of Concern, The
Susan	Shimon <b>VICE CHAIR</b>	WilPower, Inc.
Courtney	Suchor	Sanctuary/SS Family Shelter
Mike	Wasserberg <b>CBSA Chair</b>	South Suburban PADS
Sandy	Williams	Journeys from PADS to HOPE

Voting Members Absent -

John	Fallon	Corporation for Supportive Housing
William	Baxter	Hines V A Hospital
Theresa	Curran <b>CBSA Co-Chair</b>	Pillars
Tom	Galassini	United Way of Metro Chicago
Marvin	Gorss	West Suburban Landlords Assoc.
Richard	Grove	Community Representative
Debra	Howard-Frye	Thresholds
Kyu Yup	Kim	Oak Park Family Service
Christine	Klepper	HCP of Illinois
Khen	Nickele	IDHS-DMH
Maryrose	Peters	NAMI - Barrington
Rev. John	Rice	Bethel Community Facility
Patrick	Rodgers <b>SECRETARY</b>	Social Security Administration
Heidi	Russell-Green	Safer Foundation
Michael	Sada <b>CBSA Co-Chair</b>	Kenneth Young Center
David	Tracy	Habitat for Humanity - Chicago S. Sub.

Other Members Present -

Hugh	Brady	NAMI Barrington
Tom	Hinchy	Cook County DPDevelopment
Ken	Keibler	Catholic Charities
Brian	McManaman	Emergency Fund
Ken	Schmitt	YMCA Network
Paul	Selden	Connections for the Homeless
Joanne	Wilson	CEDA
Jennifer	Wood	YMCA Network
Jennifer Connors	Hill	Alliance
Peggy	Troyer	Alliance