**NY-603 Governance Board Meeting Minutes**

**September 16, 2022**

**Zoom**

**Recording:** [**https://youtu.be/dOuJmSAU-yA**](https://youtu.be/dOuJmSAU-yA)

**Attendees listed at bottom of document**

* + **Welcome and Introductions**
  + **Review of CE Assessment** 
    - **Summary of presentation:**
      * Steering committee members
      * Timeline for assessment development – 1 year from initial brainstorming, 3 rounds of feedback, and current vote for implementation
      * Assessment values – equity, prioritizing highest barrier & most vulnerable households, person-centered & trauma-informed, strengths-based, accounts for violence & trafficking, objective & standardized
      * Phased assessment – broken up into sections for rapid resolution & problem solving, resource linkages, data collection from HMIS, and assessment for barriers & vulnerabilities
      * Text of assessment with scripting reviewed, will be sent to GB members following meeting
      * Continuous improvement process planned to continue improving assessment on quarterly basis
    - **Discussion & questions:**
      * Jess: One goal was to reduce line of questioning in assessment and reduce clients reliving their trauma
      * Terray: Carefully considered safety considerations, glad that were able to add some prioritization of fleeing households
      * Question: How long does current assessment take to complete?
        + 10-15 minutes for the barriers and vulnerabilities section
        + Can also break up phases to multiple meetings
      * Question: Will assessors be able to provide information on the assessment that they know about the client, or is the assessment only based on client answers?
        + The assessment was designed to be answered by the client only
        + CE Steering committee discussed possibility of missed points due to clients not disclosing
        + Providers may be able to provide more information to get clients all the points that are applicable and improve their scores when appropriate
      * CE Steering committee will discuss adding option for assessors to contribute during next meeting
      * Not all information about clients will be found in HMIS – which is part of why the committee avoid language around diagnosed disabilities or mental health conditions and focused on impact of health problems on client
      * Prioritization reduces the weight of assessment score for housing options, allowed committee more flexibility to change assessment
      * Question: Who will be giving the assessment?
        + CE staff, plans to train shelter staff to complete
        + Best outcomes when staff has rapport with client
  + **CE Assessment – vote implementation**
    - Quorum (at least 1/3 of members) reached
    - Unanimously approved by all GB members present with verbal & visual vote
    - Implementation suggested for 4-6 weeks from today’s date
  + **Looking ahead agenda items mentioned to committee**
    - 2023 GB and RC Nominations (GB Restructure Working Group)
    - Local CoC Monitoring plans
    - Review GB Charter (with updates/recommendations from GB Restructure WG and ICF)
    - CoC Anti-Discrimination Document review

**Attendees:**

Victoria McGinn - Suburban Housing

Deirdre Trumpy, MOMMAS House

Greta Guarton, LICH

Valerie Chamberlain FSL

Allison Covino, Options

Sarah Brewster, Circulo de la Hispanidad

Stephen Brazeau from Hope House Ministries

Regine Garrett, LICH

Jessica Labia, LICH

Terray Gregoretti- The Safe Center

Mike Giuffrida, LICH

Holly Richards Mosby, FREE