Memo

To: Continuum of Care Members
From: Ana Rausch, VP Program Operations, Coalition for the Homeless
cc: Michael Nichols
Date: October 12, 2022
Re: Important update on CoC participation meetings

Dear CoC Partners,

As we look to begin a new performance year, we are making a slight change to the required CoC participation meetings tracked for CoC competitions. In the past, the Provider Input Forum (PIF) has been the necessary meeting for partners to attend for representation purposes. Moving forward, we will transition the mandatory meeting to Steering Committee Meetings. Additionally, your agency will only need to have one representative, either direct staff or leadership, attend. Please ensure that upon registration for the Steering Committee meeting, the person(s) register with your full agency name to receive credit on attendance. Below is a recap of the change:

Required CoC Participation Meeting
- Old- Provider Input Forum -Held Quarterly
- New- Steering committee Meeting- Held Monthly

Required Attendance
- Weighed at 75% of meetings held
- Annual NOFO Competition- Total points credited for those agencies at 75% or above

Annual Tracking
- Meeting attendance will roll off calendar year onto CoC performance year of October 1st thru September 30th

How is attendance tracked?
- Via your online registration and attendance for the virtual option
- Via Sign-In Sheet for In-Person Attendance
- You must attend the meeting and not just register
Who needs to attend?
   • Any member of your organization, from direct staff to leadership

Do I need to attend every monthly meeting?
   • No, but you must attend up to 75% of the Steering Committee meetings. **Note**—there could be a month where a meeting is canceled— that will affect the total # of meetings but as long as you attend up to 75% of the held meetings, there should not be an issue.

Why do we track CoC engagement meetings?
   • It is a requirement for the CoC to facilitate engagement meetings with providers, partners, and stakeholders throughout the CoC.

Why are we making this change?
   • It would benefit the system for partner staff to attend SC meetings. During the meetings, your designated representative will be looped in on steering committee discussions, including system planning, and will also provide attendees and SC members an opportunity to ask questions directly to each other and provide input on important system planning and work.

Please note, if there is an accessibility issue to attending the person/in-person meetings, please let us know. We are working to ensure that arrangements and meetings are accessible and that there are options that fit the needs to support all members of The Way Home.

If you have any questions/or concerns, please don’t hesitate to reach out to Renee Cavazos or Ana Rausch.

Respectfully,

Ana Rausch

Coalition for the Homeless

Lead Agency to The Way Home