Funders Committee Notes

March 7, 2023, from 10:30 to 11:30 a.m.
Virtual Meeting through Microsoft Office Teams

In attendance: Jalateefa, Meghan, Johneisha, Patrick, Torrie, Jenna, Alicia, Courtney, Takisha, Brenda, Jenna and Angie

1. Welcome
2. **Select note taker** – Johneisha agreed to take notes
3. **Additions to the agenda**? – Sarah added Trainings to the agenda
4. **Funding updates/any changes for funding matrix/investment plans for 2023 –** County has a RFP open for Doubled-Up. A vendor conference will be held on March 25th with the application being due in April. UWDC is no longer threatening to hold investment checks for late reporting etc… we are actually doing that this year.
5. **Develop questions for ICA presentation for our April meeting** –
   a. Who decides which agencies get access to HMIS – utilization and information?
   b. How are agencies supported in using HMIS?
   c. What is the training like for agencies?
   d. Please provide an overview of what HMIS is and the requirements from HUD? What are the funding requirements tied to this? Are there things that we can change?
   e. How does ICA help agencies keep up with all of the changes that happen with HMIS?
   f. What is your staffing structure and who is responsible for following up with agencies?
   g. Does HMIS have the capability to talk with other databases?
   h. Are you able to provide some practical examples of how the data in HMIS impacts the clients?
   i. What is the interface between ICA, HMIS and Balance of State?
   j. What is ICA's values and mission around IDEA (Inclusion, Diversity, Education and Access)?
   k. Talk about how Domestic Violence is captured in HMIS or can this be added?
6. **Review 2023 workplan** – ICA presentation will be moved to May. We will work on the questions for our Technical Assistance survey at the April meeting. Language access will also be added.
7. **Define what we mean by providing technical support for agencies – Do we all have the same definitions? -** This is more than just technology support. We want to support understanding of the following:
   a. Support for understanding requirements
   b. Monitoring support
   c. Training of new agencies and their staff
   d. Customized – need to meet the needs of the agency and funder
   e. Can we provide a boiler plate for what agencies should have in their practices and policies?

f. Provide a checklist for contracts (specific for each funder?)
   g. Provide 101 for agency agreements and contracts
   h. Provide basic understanding of COC, EHH etc…. and what are the required forms for each entity (a lot of this is already in our Funding Matrix)
8. **Trainings** – Sarah shared the various trainings that are provided by HUD. Bolded items on the form are shared. Can we provide a training on Why HSC? Why do we do the things we do? Why HMIS?

Notes submitted by: Angela Jones with apologizes since I was not taking many notes. Let me know what should be added.

Next Meeting: April 4, 2023

This meeting will take place through Microsoft Office Teams. If you are not a part of this group, please contact Angela Jones to be included in this meeting.

If you need meeting materials in another format, please contact Angela Jones, (608) 246-4376 and angela.jones@uwdc.org. If you want to be added to the roster please contact Angela Jones.

Duties: Provide a forum for public and private funders of housing and services targeted to homeless and at-risk persons to share information and coordinate activities as possible; use the Community Plan to Prevent and End Homelessness when setting funding priorities; membership will include HSC Board President. Make recommendations to designate the Collaborative Applicant as a Unified Funding Agency. This gives the Collaborative Applicant additional autonomy and responsibilities.