**PLE Action Board Running Minutes**

**Thursday, February 2nd,2022**

**1:00-2:00p**

1. **Introductions –** 
   1. **Index Reference:**
      1. **Green is newly added suggestions**
      2. **Yellow still needs to be addressed/finalized**
2. **Review:**
   1. Michele will review and go over the LSA (Longitudinal Systems Analysis)
      1. A critical aspect of the McKinney-Vento Homeless Assistance Act, as amended, is a focus on viewing the local homeless response as a coordinated system of homeless assistance options as opposed to homeless assistance programs and funding sources that operate independently in a community.
      2. The Longitudinal Systems Analysis (LSA) report, produced from a CoC’s Homelessness Management Information System (HMIS) and submitted annually to HUD via the HDX 2.0, provides HUD and Continuums of Care (CoCs) with critical information about how people experiencing homelessness use their system of care. This page provides guidance for CoCs about how to use and interpret their LSAs as well as for HMIS software providers about how to program the report.
3. **Group agreements**
   1. Do not be afraid to be late.
   2. Be mindful of others opinions
   3. Be respectful
   4. This is a safe space to voice your opinions and views
   5. Open floor agenda
      1. Agenda will be sent out a week before so that items can be added as necessary
4. **Co-chairs?**
   1. Any volunteers
5. **Vision?**
   1. Creating a safe space for folks to join and get the assistance that they need addressed
   2. Sharing ideas and resources
   3. Voices being heard in a variety of capacities
   4. Discovering different avenues
   5. Supporting each other and others in their journey
   6. Sharing solutions to issues that folks might be going through that others in this group have already experienced
   7. Advocacy
   8. Breaking the system (Working to change the system)
      1. Addressing Systemic barriers
         1. Folks that are homeless are always placed into one category
         2. Making suggestions, on the level of case management that is provided to those in our COC systems.
            1. Making sure that when the Annual performance Evaluation is conducted that there be focus on case management delivery services
         3. Reviewing COC funded Agency projects Grievance policies
            1. Developing a COC wide Grievance policy
            2. Or finding one that looks good and promoting it
            3. Support furthering the work of the YAB in putting in place an Anti-retaliation policy for the Adult system
         4. Making sure that policy, procedures, and language is clear and defined for success.
            1. Asking COC funded projects and suggesting to COC partners to review in depth and have participants sign off on understanding.
   9. Collaborating and working together on different aspects of Human services.
6. **Purpose**
   1. **What is the purpose of the group?**
      1. Devising ways to speak out and be heard
         1. Different arenas:
            1. Legislature
            2. Local
            3. Different opportunities within the COC
      2. Assisting to plan and conduct outreach
      3. Assisting the Board
7. **Action steps**
   1. **Strategic Planning**
   2. **PIT Count 2023**
      1. Assisting too plan and outreach recommendations to the board
   3. **Collaborative meeting w/YAB**
      1. This group would like to meet with the YAB to see how their structure is and to be able to meet and go over what they are currently doing.
         1. There is a need
            1. Update: YAB will join our March 2nd meeting
8. **Set up a meeting with the YAB to go over what they are doing, and how they are structured.**
   1. Making sure, we are not duplicating efforts.
9. **Reviewing the COC NOFO PLE response section**
10. **Going over terminology**
    1. HUD/COC
    2. Racial Equity Glossary
11. **Reviewing Committee Descriptions/Charter**
    1. This will help to develop the description for this Action Board
       1. This will be voted on by the Board at the following Annual meeting in 2023
    2. Suggested Committee Description as reviewed during the 12/01/22 meeting:
       1. The People with Lived Experience Action Board
       2. The People with Lived Experience Action Board will collaborate with the Collaborative Applicant, Board, Area Service Providers, CoC-Funded Entities, and COC membership to:
          1. Creating a safe space for folks to join and get the assistance that they need addressed
          2. Sharing ideas and resources
          3. Voices being heard in a variety of capacities
             1. Offering support and suggestions in any aspects where PLE voice is necessary
          4. Discovering different avenues
          5. Supporting each other and others in their journey
          6. Sharing solutions to issues that folks might be going through that others in this group have already experienced
          7. Advocacy
          8. Breaking the system (Working to change the system)
          9. Assist the Data and Evaluations Committee to:
             1. Review and support the production and submission of HUD-required reports, including and not limited to:

The sheltered Point-In-Time Count report (PIT)

The Housing Inventory Count (HIC)

Longitudinal Systems Analysis (LSA)

Review Data in order to assess trends, opportunities, and unmet needs.

* + - * 1. Make recommendations to the Board regarding CoC priorities, for use in ranking requests for CoC funding.
        2. In collaboration with the HMIS Lead, establish performance measures and targets to track the CoCs progress toward reducing and ending homelessness, in consultation with CoC providers.
        3. Monitor performance, evaluate outcomes, and make recommendations to the Board regarding actions to be taken to elevate poorly performing programs.
        4. Support and protect the rights and privacy of clients.
      1. Assist the Coordinated Entry Committee:
         1. Review Emerging Practices for other Coordinated Entry systems and make recommendations for Three County CoC based on findings.
         2. Offer support and outreach to partner agencies who are or might participate in Coordinated Entry.
         3. Support the CoC in expanding their reach to our most vulnerable and hard to reach neighbors by representing the Coordinated Entry system in community and through networks.
         4. Identify training needs for partners in conducting vulnerability assessments and support CoC in development of trainings.

**Next Steps for Action Board –**

* **Next Meeting:** 
  + - **March 2nd**