

Greater Nashua Continuum of Care
Executive Committee Meeting Minutes
November 14, 2012

The meeting was called to order by Chair, Wendy LeBlanc at 8:30 AM.

Present at the meeting were: Wendy LeBlanc, Barbara Alves, Bob Mack, Peter Kelleher, Michael Flaherty, Mariellen Durso, Beth Todgham, Lisa Christie, Lara Rice, Lori Wilshire, and Lori Piper.

Topics for Discussion:

NOFA:

Ms. LeBlanc indicated that David Raymond of TAC was available at 8:30 for a conference call with the group regarding the NOFA issues and therefore the balance of the agenda was temporary put on hold while Mr. Raymond briefed the committee. He indicated that there are a lot of changes and challenges ahead with this years NOFA and indicated there will be several email notices as well as a webcast at the end of the week. He indicated that the best interpretation he can relay as to the HUD requirements are as follows:

- There will be many challenges for all however, there may be some additional administration funds available of 5% - 7% to help in the process, however these administrative monies will come out of the Tier 1 funding number that has been provided.
- The collaborative applicant or UFA may also be eligible to receive additional administrative monies of 1.25% of the final pro rata need or about \$22,000, for planning costs.
- He explained there are not enough federal HUD dollars to fund all the renewals this year; therefore HUD has created a two-tiered application system. In last few years the CoCs did not have to rank the renewal projects. HUD has indicated that the CoCs must prioritize what the highest needs in the community are into Tier 1. And, even if the GNCOC chooses level funding in Tier 1, we have been told there will not be enough HUD funds to meet this, so even the renewal projects may see a cut, in the case of the GNCOC in the vicinity of about \$60,000 reduction, and the CoC must decide how to make these cuts.
- Tier 1 funding for GNCOC has been determined by HUD. Tier 2 could include balance of amount needed for renewals, the bonus project, and administrative monies. Bottom line is that we need to shave \$60,000 from Tier One.
- Tier 2 isn't a 2012 HUD appropriation at this time because HUD doesn't know what monies will be recaptured.
- Score 97 out of 130 should allow you to get some bonus project money and the GNCOC has been successful in past applications.
- Recommendation was to apply for monies in both the Tier 1 and Tier 2 categories.
- Mr. Raymond complimented W. LeBlanc on her commitment to understanding this information as well as the significant amount of time she has personally put into the NOFA and its process.

Following the call, W. LeBlanc spoke about the importance of how we are going to prioritize; the process for documenting, and the various timelines that must be met. She indicated there is a tremendous amount of work to be done and she has put many man hours into trying to understand all the requirements. She indicated that she cannot do all this work, she needs the support of this committee. She relayed that there is no import process this year for all the captured data, so the committee is responsible for all of the information being re-input into the application. She recommended that the committee reschedule the January 2013 GNCOC meeting, which will require votes of the projects from Jan 2nd to Jan 9th to allow more time for the committee to complete the work. She also indicated that several meetings of this committee will be needed to accomplish the tasks at hand. P. Kelleher indicated he is putting in place a much more rigorous process at Harbor Homes in order to meet these challenges. This will be the is the first NOFA under the new HEARTH Act requirements.

Vice Chair:

M. Flaherty, GNMHC provide a brief resume on Abigail Alicea and recommended that she be considered for the vice-chair position. He indicated his organization has not stepped up in the past and this is an opportunity to do so. Her resume is attached to these minutes.

L. Piper of MCSB put forth a memo to the committee in support of P. Kelleher's recommendation of the October meeting that Ana Pancine and Vanessa Sarlo of HHI serve as co-vice chairs of the GNCOC.

M. Durso and B. Todgham both spoke about possibly structuring one co-chair from one agency and one from another. B. Mack would like to see one candidate rather than have two. L. Christie suggested that we have all three of them work together on the NOFA process. P. Kelleher spoke about the future need of the GNCOC and the extensive amount of work entailed. L. Wilshire indicated that she is not usually in favor of a co-chair position, however in this case, given the amount of work to be done that the concept does have merit. M. Durso then reported that she doesn't really like the co-chair idea, and would like the committee to interview all three candidates. Some were in favor of this, others not. The final decision of the group was to postpone a decision on a replacement to take Mr. LeClerc's role at this time and to have all three actively participate in the NOFA process which may help to determine which of those put forth at this meeting may continue to be interested in the role and have the time allowed to complete the necessary duties successfully on behalf of the GNCOC. It was agreed that M. Flaherty and P. Kelleher who let their respective employees know of their active involvement in this years NOFA.

W. LeBlanc indicated that she would work with V. Sarlo to meet the required notice deadlines into the Telegraph regarding the NOFA bonus project. The committee also agreed to meet on the following schedule to complete the NOFA: Wednesday – 11/28/12 @ 8:30 – 10:30AM; 12/12/12 @ 8:30 – 10:30AM; and 12/19/12 @ 8:30 – 10:30AM. All meetings to be held at 45 High Street and to include not only the committee members but Abigail Alicia, Ana Pancine and Vanessa Sarlo as well.

December Presentations – refugee, HEARTH Act/UFA:

Given that there are numerous changes to the NOFA this year due to the HEARTH Act and the UFA that there will be only one presentation at the December meeting to try and best educate the GNCOC members in anticipation of the upcoming votes needed in January. The refugee presentation will be postponed. P. Kelleher and W. LeBlanc will work on the presentation for the December GNCOC Meeting.

Due to a lack of remaining time, the balance of the agenda, including review of the October 10, 2012 minutes were tabled until the next regularly scheduled executive meeting. The meeting was adjourned at 9:40AM.

Minutes taken by Lori M. Piper, Merrimack County Savings Bank