

Lead Entity Meeting
October 29, 2003
8:00 am at Harbor Homes Board Room
78 Main Street, Nashua

Present: Lisa Christie - NSKS (Chair); Sister Sharon Walsh, MP Housing; Miles Pendry, Harbor Homes (Recorder); Bridget Belton-Jette, NHS of GN; Peter Kelleher, Harbor Homes; Klaas Nijhuis, Urban Programs; Shayana Owen and Mariellen Durso, NAHC; Donnalee Lozeau, SNHS; Grace Hicks-Grogan, NHA

For Information: Donnalee provided the following resources to help inform the discussion around the task of writing Guidelines:

1. Evaluation of Continuums of Care for Homeless People, Executive Summary <http://Urban.org/url.cfm?id=7855>
2. Chapter 2 from the above referenced report entitled: Power and People – “Lead” Agencies and Leadership

Klaas indicated that the Urban Institute website where the above reports are found also has a summary report useful to the Ending Homelessness Committee entitled:

What Will It Take to End Homelessness
<http://www.urban.org/urlprint.cfm?id=7281>

While all were still in attendance we set the next meeting date as: Wednesday November 26th, 8:00am, Harbor Homes Board Room

Guidelines: The Committee reviewed and discussed Proposed CoC Guidelines provided by Klaas.

The discussion was in part guided by those elements defined as needing to be in the guidelines per the Sept 17 Lead Entity meeting. Areas requiring further consideration were identified and will be taken up at the next meeting. They include:

- a. Purpose
- b. Classes of Membership
 - i. Businesses
 - ii. Voting
- c. How voting is done (based on participation, etc.)
- d. Annual Calendar
 - i. Responsibility of Executive Committee?
- e. Bylaws
 - i. Annual reviews
- f. Inclusion or prioritization information (and process)
- g. Officer term and length of membership
- h. Incomplete membership list
- i. Ending Homelessness committee as a standing committee
 - i. Roles of each committee (definition)
- j. Sharing of committee minutes with general membership
- k. What are the standing committees?
- l. Committee meetings open to all?
 - i. HUD wants open process
 - ii. Above suspicion when they are open
- m. Cleaning up redundancies in Meeting language
- n. Financial activities?
 - i. Method for recording in-kind
 1. Important for grant consideration

Strategic Issues: There was some discussion on the very recent loss of housing units at 381 Main Street and the Tavern, and also mention of the Rescue Mission Outreach to the Homeless being established at 40 Chestnut Street.

The meeting adjourned at 9:50 am.