

**TPCH Performance Evaluation & Monitoring Committee Meeting Minutes 7/18/2018**

9:00-11:00am Sullivan Jackson Employment Center 400 E. 26<sup>th</sup> St.

Agenda Item	Who	Discussion/Motions/Decisions	Next Steps/Responsible
6/27, 7/6, 7/11 Minutes draft	1. John Roldan 2. Cindy Diaz 1. Steve Nelson 2. Ana Lucero  1. Sasha Hawman 2. John Roldan	1. <b>Motion</b> to approve 6/27 minutes <b>Motion passed</b> unanimously. 2. <b>Motion</b> to approve 7/6 minutes Update time of meeting. <b>Motion passed</b> unanimously. 3. <b>Motion</b> to approve 7/11 minutes OFS requested blanket approval from the Board, not Sasha. Add “to be” under the first section in the third paragraph. Remove next steps paragraph under Rating Process. Change including to excluding on the second page, reword so clients are not penalized for moving between project types, remove page numbers. Second bullet on page three, HMIS help & Pam’s number should be listed with Sasha’s contact info. First bullet in Rating Tool, say “bonus points.” Last box “process document, timeline, & rating tool to be referred to Board for approval, pending the evote. Sasha & John accept changes. <b>Motion passed</b> unanimously.	CoCA posts minutes to website.
Update on Board Decisions Regarding Rating/Ranking Process & Timeline	Jason Thorpe	1. Board approved most of the recommended changes. Some were rejected, & asked to be changed. 2. PEM remains responsible for review panel composition, & incentivizing PSH projects – dedicated/D+. 3. CoS remains responsible for threshold. 4. Leverage will be asked as part of rating tool (not scored, no HUD commitment). 5. Appeal language rejected. 6. Performance threshold TBD for Safe Haven Tier 1.	Footer will be updated to July 17 before it is attached to minutes & posted.
New Project RFP Review	Sasha Hawman	1. Distributed. In the 3 <sup>rd</sup> header, make “also” “includes.” Take out renewal awards, transition grants, & consolidation. The table with amounts needs to be updated. Remove repeated information on page 3. Change b under deadlines date to 2018. Review process document as an introductory section. Change c under deadlines to AM not PM. Remove the total from the table. Update CA language to reflect CA representative. Under project overview in Appendix A, say “each” contact person, remove DUNS number. Sasha will compare requested information from this form against esnaps questions & remove duplicates. Replace “subpopulations” with “population(s).” Strike H & I. Except for leverage, all the	

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		Budget section needs to be removed. Add a 2 <sup>nd</sup> question to Project Description. Remove 1-4 of Statutory & Regulatory Threshold Requirements. On first page, list HUD additional requirements. Page number, date, & draft will be added to this document. ESNAPs Application section should be moved to the front of the document & points should not be associated with it. Rating Criteria table to be adjusted according to edits once an edited draft is completed. This doesn't have to be released until July 30, before which we will be meeting again. CA will work to have this document out by Friday afternoon. Appendix B changes should reflect Appendix A changes. Change "whether" statements to "describe how."	
New Business	All	<ol style="list-style-type: none"> <li>1. Cindy will do research into national &amp; local Safe Haven scoring &amp; will bring her findings to the next PEM meeting.</li> <li>2. Sasha will bring information to the next meeting regarding dedicated plus.</li> </ol>	

**Next Meeting: Wed., July 25, 9:00-11:00am, Sullivan Jackson Employment Center, 400 E. 26<sup>th</sup> St.**

**Attendance**

Name		Organization	Email Address
Heidi	DeDanaan	TPCH	heidi.dedanaan@communitypartnersinc.org
Cindy	Diaz	COPE	cdiaz@copecommunityservices.org
Sasha	Hawman	CPI	sasha.hawman@communitypartnersinc.org
Ana	Lucero	Primavera	alucero@primavera.org
Settle	Madden	TPCH	settle.madden@communitypartnersinc.org
Rachel	McMenamin	SAAF	rmcmenamin@saaf.org
Ed	Mercurio-Sakwa	Emerge!	edm@emergecenter.org
Pam	Moseley	Pima County	pamela.moseley@pima.gov
Steve	Nelson	Pima County	steve.nelson@pima.gov
John	Roldan	Community Member	john@johnroldan.com
Melissa	Scaff	City of Tucson	melissa.scaff@tucsonaz.gov
Jamie	Snyder	Salvation Army	jamie.snyder@usw.salvationarmy.org
Dan	Sullivan	Pima County	daniel.sullivan@pima.gov
Jason	Thorpe	Our Family Services	jthorpe@ourfamilyservices.org