** Board Meeting Minutes**

Thursday, March 2 · 3:00 – 4:30pm

**In Person Location:**

City of Belvidere, Council Chambers

401 Whitney Blvd., Belvidere, IL 61008

**Remote Option:**

Zoom Meeting  
[https://us06web.zoom.us/j/89656947564?pwd=Y205N01CdVQzNHVFYnN4VHJDMGxSQT09](https://www.google.com/url?q=https%3A%2F%2Fus06web.zoom.us%2Fj%2F89656947564%3Fpwd%3DY205N01CdVQzNHVFYnN4VHJDMGxSQT09&sa=D&ust=1663615800000000&usg=AOvVaw1ui8iz1_Umo9K8_IEPFq7b)

Meeting ID: 896 5694 7564  
Passcode: 281254

**Board Members:**

**Present:** Michael O’Connor, Mary Ellen Schaid, Kira Devin, Angela Wood-Zuzevich, Heather Beaufils, Todd Kisner, Paula Lind, David Siegel, Jennifer Yochem, Lesly Wicks, Sarah Parker-Scanlon, Melissa Crowell, Emily Schwartz, Angie Walker, Adam Smith

**Guests:** Mayor McNamera, Owen Carter, Linda Mitchell, Anqunette Parham

1. Welcome, Roll Call, and Introductions
   1. Call to order – 3:05 pm
2. Approval of meeting minutes from February
   1. 1st – Kira; 2nd – Mike; unanimously approval
3. Public Comment – City of Rockford
   1. Memo provided in response to change COC Grantee
      1. Support of the change of COC Grantee
      2. Change can be effective FY23
      3. Concerns - timeliness of payments
4. Review of NIHC Board Members duties
   1. Look at what is best with our mission, put personal feelings aside
5. Vote to Change HUD COC Grantee
   1. Sarah - Motion to Change the HUD COC Grantee from the City of Rockford to each subrecipient; Rosecrance, Carpenter’s Place and Shelter Care as soon as logistically practical
      1. 2nd – Mike
      2. Carpenter Place – timely payments an issue, working directly with HUD would benefit
      3. Shelter Care – timely payments, receiving payments 4 months later, timeliness of rent payments for tenants – more than a month past due, puts stress on tenants and relationship with landlords
      4. Adam – questions the ability to move grantee during a grant cycle, get the language in writing
         1. Has had issues with reimbursement with other grants through the City of Rockford
      5. The City of Rockford does not want to manage the COC Grants
      6. Angela – wants to make sure that all recipients understand what this change means and effects of each agency
      7. City of Rockford is happy to have one subrecipient; Rosecrance
   2. Mike - Restating motion to Change the HUD COC Grantee from the City of Rockford to each subrecipient; Carpenter’s Place and Shelter Care as soon as logistically practical
      1. 2nd – Sarah
      2. Roll call vote: Kira – I; Emily – I; Mike – I; Sarah – I; Todd – I; Jennifer – I; Mary Ellen – abstain; Paula – I; Angela – I; Melissa – abstain; Adam – I; Lesly – I; Angie – I; Heather – I
      3. 12 – I’s and 2 abstains – motion carries
6. Collaborative Applicant Report
   1. Working with ranking/scoring committee – going to council, met yesterday and moving forward quickly
   2. HUD registration was completed
   3. Church will be closing on March 5th as a warming center
7. HMIS Lead Agency
   1. Reports were submitted in February for annual reports
   2. Software switch – first training is March 15 for user meetings – staff won’t be able to use system until trained
      1. First week of April will go live
      2. Mid-day March 31 current system will go down
      3. If reports are needed, ICA will have access
8. Treasurers Report - $1844.67
   1. $4 monthly fee
9. COVID-19 – no update
10. Agency Announcements
    1. DEI Training – April 18 from 9 am – noon at the Cherry Valley Library – tentative
       1. Expecting confirmation on Monday or Tuesday for contract to send to Kira
       2. $30 per person
11. Adjournment – 4:05
    1. 1st – Mike; 2nd Angela; unanimously approved