

Nashville-Davidson County Continuum of Care (CoC)

INITIATIVES EFFICIENCY MEETING MINUTES

DATE: APRIL 7, 2025

LOCATION: Oasis Center

TIME: 2:30PM

FACILITATORS	Alyssa Fernandez, Oasis Center
RECORDED BY	Raquel de la Huerga, OHS Continuum of Care Manager
ATTENDANCE	Alyssa Fernandez (Oasis), Raquel de la Huerga (OHS), Nelson Guillen (NOAH), Liz Mallard (HPC, Nominating & Membership, Lived Experience), Kennetha Patterson (Innovative JOBS Solutions LLC, HPC, Lived Experience), Raven Nye (The Contributor)

AGENDA ITEM	DISCUSSION
UPDATES	The Office of Homeless Services (OHS) shared that the SNAPS Office had scheduled office hours for the previous week, but it was cancelled. CoC-funded agencies are still awaiting grant agreements from HUD. Chair Alyssa presented the proposed the idea of the Initiatives Efficiency committee or ad hoc task force to the General Membership. A member of the General Membership moved for approval for the “committee to remain intact and the Homelessness Planning Council (HPC) do the work needed to meet those needs”. The motion was revised for the HPC to for the committee’s structure such that they could continue to be an effective tool for the community, clarifying the desire for the body to formally approve the committee’s idea. The General Membership discussed the topic with many members noting potential overlap between the proposed Initiative Efficiency scope and tasks that should be covered by other committees (e.g. Lived Experience Cohort, HPC Executive Committee, Standards of Care). The General Membership suggested for there to be coordination with other committee chairs to ensure unnecessary duplication and address current needs. Alyssa also shared with the General Membership that the Initiative Efficiency committee hopes to focus on designing infrastructure and providing consultation to committees that need support in moving their work forward. Members asked for clarification on whether Initiative Efficiency should be a Standing Committee or Ad Hoc Task Force, noting that a Standing Committee would require the approval of the General Membership. Generally, the motion was tabled until more clarification could be provided regarding the proposed formulation of the Initiative Efficiency Committee.
BRAINSTORM STRATEGIES	Attendees noted an ongoing need across the community for systems mapping and looking into issues at a high level to effectively coordinate community initiatives. Attendees also noted the importance of having a cohort that could help the community pivot and navigate the changing homeless service environment. The group hopes to help with problem solving and move work forward across the community, which have been ongoing barriers to community progress. Additionally, attendees noted the need for community healing, solutions-based approaches, and effective grievance processes. Attendees reviewed the proposed scope of work and whether it would be best to be established as a Standing Committee or Ad Hoc Task Force. OHS noted that Charter specifies that Ad Hoc Task Forces must have a specific scope and timeframe. Attendees noted that it may be good to model for the community what it looks like to have a time-bound, focused initiative. Attendees proposed the following scope of work and time frame.

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	Proposed Scope of Work for the Initiatives Efficiency Task Force The Initiatives Efficiency Committee has been proposed as an Ad Hoc Task Force to help map Continuum of Care processes and develop strategies to improve how we work together collectively to end homelessness. The Task Force will work to tackle barriers, gaps, and roadblocks in the Strategic Plan along with working to build capacity across the Continuum of Care to address emerging needs and concerns. Time Frame Now - December 2025 Tasks • Provide support and technical assistance to the Continuum of Care and its committees move Strategic Plan objectives to “On Track” by the end of 2025. • Pilot grievance processes by the end of 2025 and work with the Governance Charter Committee to identify effective strategies. HPC Chair Kennetha Patterson was in attendance and offered to approve the proposed scope as an Ad Hoc Task Force. Attendees noted that outlining a Grievance Process will be difficult, recognizing strain within the community and an ongoing need for conflict resolution. Attendees emphasized that their role should be to pilot Grievance Process and potentially offer multiple modalities to help the community narrow down processes that feel best to include in official policies and/or the Charter. The Task Force will work to design and test various processes and ensure structures are in place for committees and other bodies to field grievances appropriately. Attendees suggested a key focus area will be to cultivate community advisors to provide technical assistance to committees. For example, HPC member Laura Ward has offered to help with Strategic Planning. Other partners might be able to help with support needs such as grant writing, mediation, understanding emerging federal orders, etc.
SURVEY	Attendees agreed that it could be helpful to gather feedback at the upcoming General Membership meeting to narrow down areas of focus for improving CoC meetings, grievance procedures, and supports provided to CoC agencies and committees. Attendees suggested to utilize Menti to gather feedback at the meeting and model to the General Membership tools that may improve CoC efficiency. Attendees also suggested to frame questions to be solution oriented so that responses focus on what is needed vs what is not working. Attendees brainstormed the following questions for the survey: • What can be done to make the Continuum of Care meetings more efficient? • How can we streamline Continuum of Care initiatives? • How would you like to be communicated with between meetings? • How would you like to be able to share grievances and other suggestions regarding the Continuum of Care? • What do you want to see from the grievance process? • What would help for you to feel heard within the Continuum of Care?

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	• What type of support is needed to move initiatives forward? • What support or technical assistance does your committee or organization need? • What would like to see from the Initiatives Efficiency Ad Hoc Task Force? • What do you feel that the community needs to be more aware of or educated on? These questions will be formatted into a Microsoft Form and shared with attendees to gather final feedback before sending the survey out to the community before the April General Membership meeting. Meti will then be used during the General Membership meeting to gather additional feedback on specific questions.
OTHER BUSINESS	Raven shared that the Coalition is working on a Welcoming Workgroup. Those interested can reach Raven at raven@thecontributor.org .
ADJOURN	12:47PM