

MINUTES OF THE BUSINESS MEETING OF
 THE CHATTANOOGA INTERAGENCY COUNCIL ON HOMELESSNESS
 September 11, 2018
 12:00 P.M.

The Chattanooga Interagency Council on Homelessness (hereinafter referred to as “the CICH”) met at City Hall, 101 East 11th Street, Chattanooga, Tennessee at 12:00 p.m. on Tuesday, September 11, 2018.

Attendees at meeting:

Richel	Albright
Donna	Bourdon
Rodney	Brown
Rev Claire	Brown
Sherry	Campbell
Mary	Chestnut
Diana	Davies
Karen	Davis
Margaret	Fitch
Mary Ellen	Galloway
Sandra	Gober
Karissa	Goodman
Susan	Greene
Karen	Guinn
Rachel	Howard
Tonya	Howington
Carmen	Hutson
JoBeth	Kavanaugh
Donna	Maddox
Lisa	Maragnano
Betsy	McCright
Kelly	Paulk
Bob	Scheri
David	Steele
Maura	Sullivan
Becky	Whelchel
Wendy	Winters
Mary	Young

CICH Co-chairs, Ms. Donna Maddox and Ms. Betsy McCright began the meeting with introductions. Approximately 28 members were in attendance. A list of attendees is attached.

Mrs. McCright presented the minutes of the meeting on August XX, 2018 to the council for consideration. Mr. David Steele suggested that the minutes be modified to reflect those present, and suggest that future meetings should include a list of attendees in the minutes. Upon a motion to approve by Mr. David Steele seconded by Ms. Maura Sullivan, the vote carried unanimously.

Ms. McCright presented a revised version of the by-laws. Section 6D has been modified to reflect that CICH meetings shall be open to the public unless, closed meetings are expressly authorized by the Co-Chairs. This decision was made in an effort to be more transparent. Upon a motion to approve by Ms. Lisa Maragnano seconded by Mr. David Steele, the vote carried unanimously.

Mrs. McCright explained that the Operating Guidelines were updated to include the feedback from the first CICH meeting. Section 6 of the Operating Guidelines now lists Group Norms as defined by CICH members.

Mr. Sam Wolfe, Homeless Program Coordinator with the City of the Chattanooga, explained that all pertinent documents can be accessed by members via Google Drive.

Ms. Donna Maddox provided a recap of the work of the CICH to date. Ms. Maddox explained that the purpose of this council was to work together to implement a plan devised by a consultant. The planning committee received four responses to the RFP. Each member of the planning committee scored the proposals independently. The scores were compiled and presented to Mayor Andy Burke and City Council Members. City Council members posed questions and asked for clarification on some details of the plan. Funding for Analytic Insights was subsequently approved.

Mr. Tyler Yount introduced Ms. Amy Flowers and Ms. Leslie Oglivie from Analytics Insight via teleconference. Ms. Flowers explained that the plan begins and ends with the city and stake holders. Key Informant Interviews with service providers and the homeless population have begun and will continue through October. Eight focus group sessions are scheduled throughout the month of October. The planning committee will discuss who should attend focus group sessions. Suggestions are needed. Mr. Sam Wolfe will email a link to sign up for focus groups. A public meeting will be held on Friday, October 19, 2018 at a time and location to be determined. The CICH committee, members of focus groups and any other people are encouraged to attend, share information, and help recruit others to attend the public meeting.

Mr. Sam Wolfe facilitated a small group question and answer session. Members discussed the presentation by Analytic Insights and submitted questions. Mr. Yount explained that the proposal from Analytics Insight will be mailed to all CICH members so the committee can better understand what to expect.

The meeting adjourned at 1:00.