



BOARD MEETING MINUTES

June 17th 2024

Embark Conference Room
431 W Main Suite B

Board members in attendance: Kelly Gray, Marcel Miller, Dan Straughan, Rachel Holt, Jessica Wisdom, Mark Gillett, Aubrey McDermid, Justin Brown, Clay Moss, Robert Stonebraker, Raymond Rivas, Gary Jones, Austin Marshall, David Odle

I) Call to Order by Clay Moss at 3:00 p.m.

II) Reports and Discussion

A. Standing Committees

i. Nomination Committee - Robert Stonebraker

Nominations Committee presented slate of board members with terms to renew for FY 24.

ii. Allocations Committee - Jerod Shadid

ESG, HOPWA and SSG grants have opened with a deadline of July 12. Allocations Committee will meet to review submissions in late July. Funding to pay for services will not be received from HUD until September/October.

iii. Fundraising Committee - Erika Warren

The McLaughlin Family Foundation approved a matching grant of \$250,000. Work is beginning to understand the scope of a potential new Diversion program which is anticipated to be the focus of the next fundraising push.

B. Management Team Report

i. Management Updates - Jamie Caves

a. Staff is working to determine best way to evaluate case loads of case managers and analyze whether we have enough case management support for an appropriate amount of time after clients are housed.

b. D & O Insurance - Chubb submitted a bid that will cover what is needed at the most reasonable price. Bid was approved and we are moving forward in setting up D&O Insurance through Chubb.

ii. Community Relations Update - Erika Warren

a. Bus bench ads and radio ads are being produced for Key to Home through Tyler Media. Candor has assisted with designing ads and determining a social media strategy. A new website with more robust information is also being launched.

iii. Implementation Management Updates - David Delgado

a. Youth Update - Housed or Diverted = 140

Timeline is Jan 1st, 2023 through April 30th, 2024

b. Encampment Update - 153



BOARD AGENDA

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vi. Fiscal Management Updates - Jerod Shadid

A month to month summary of the Flex Fund was reviewed and showed a total of \$4,752,632.82 in revenue and \$833,460.02 in expenses to date.

C. Workgroups

i. Diversion - workgroup has met once and will meet again at the end of July.

Workgroup is reviewing program models and best practices.

D. Discussion

i. Government Affairs Update - Gary Jones

III) Board Action Items

A. Vote to approve meeting minutes from May 2024

Gary Jones motioned to approve the minutes. Dan Straughan seconded and the motion passed unanimously.

IV) Request for Future Agenda Items - Group had discussion on cadence of meetings. A bi-monthly as well as a quarterly schedule were suggested options. Questions were raised regarding whether state law prohibits us from having virtual meetings and whether there are limitations on meetings related to the Open Meetings Act.

V) Public Comment (Remarks will be limited to 3 minutes. Time may be extended at the discretion of the Chair.)

VI) Adjournment at 4:25 p.m.

The Key to Home OKC (also known by its HUD designation, "OK-502") serves as the planning and coordinating body for the efforts to prevent and end homelessness in Oklahoma City. Meetings may be recorded. General Membership and Key to Home Board meetings are open to the public. Key to Home Board Members are selected annually in accordance with the Key to Home Charter and after a public call for nominations. The City of Oklahoma City serves as the Lead Agency, Collaborative Applicant, and HMIS Administrator for OK-502.

More information is available at <https://www.okc.gov/departments/planning/programs/homelessness>