

McHenry County Continuum of Care to End Homelessness

Steering Council Agenda – February 6, 2025 at 1:00 PM



To attend virtually: <https://meet.goto.com/525139381>

To attend by phone: 1-872-240-3212 Access code: 525-139-381

Next meeting date: Thursday, March 6th

- 1.0 Roll Call and Guest Introductions
- 2.0 Review and Approval of Meeting Minutes
 - 2.1 December 5, 2024 – Steering Council Committee meeting minutes
 - 2.2 January 2, 2025 – Steering Council Committee meeting minutes
- 3.0 Public Comment Period
- 4.0 Action Items
- 5.0 Old Business
 - 5.1 Systems Updates
- 6.0 New Business
- 7.0 Review and Approval of the February 20, 2025 Full Board meeting agenda
- 8.0 Open Forum and Member Announcements
- 9.0 Adjournment



McHenry County Continuum of Care to End Homelessness

Steering Council Minutes – December 5, 2024 at 2:00 PM

Next meeting date: January 2, 2025

Members	Present?
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Lillie Prince	
Laura Franz	
Donna Rasmussen	
Kathrine Pfister	x
Julie Davis	
Lindsay Kellner	x
Aaron Neal	x
Brandon Kyker	x
Gina Zinck	x
Joe Davis	x
Suzanne Martinez	x
Alma Wright	
Anneliese Thurston	x

Frequent Attendees:	
Sarah Ponitz	x
Liz Heneks	
Bill Meath	x
Kristin Miller	x
Carrie Freund	
Andrew Turner	
Sam Tenuto	

The meeting was called to order by Brandon Kyker at 1:03pm

1.0 Roll Call and Guest Introductions

Brandon did roll call as documented above. He introduced Sarah Ponitz as the new administrator

2.0 Review and Approval of Meeting Minutes

November 7, 2024 ~ Steering Council Committee meeting minutes were reviewed. Joe made a motion to approve the minutes, seconded by Gina, all in favor and motion carried.

3.0 Public Comment Period - none

4.0 Action Items

4.1 Coordinated Entry, Memorandum of Understanding

Gina presented an updated Memorandum of Understanding for the MC CoC. Gina updated the MOU. Kathrine motioned to move the MOU to the full CoC board for consideration, seconded by Brandon, all in favor and motion carried. Brandon stated he and Gina will review Policies and Procedures for CE as well as by-laws review. He will propose moving CE Committee and Collaborative Application Committee to workgroups status instead.

5.0 Old Business

5.1 Systems Updates

Gina said CE has been very busy. There have been no vacancies, but many additions to the list of people waiting for PSH. Gina said she's been receiving many referrals for RRH and they are challenged in finding available units. Bill asked about the cold weather program, and she reported seeing one check which is being utilized at the current time but she doesn't have a full amount. She stated some rooms are being doubled/tripled to fit more people and they are making it work.

Joe said HMIS is going through the migration to Great Lakes HMIS which will be effective January 15 to allow all data to be migrated. Training is open for the new HMIS. Joe said he'll have access to WellSky HMIS data until the end of the year.

6.0 New Business

6.1 HMIS Migration Update

Covered in 5.1

6.2 People in Need Forum

Brandon reminded us that January 25 is PIN. CoC will have a table there and assistance is welcomed!

6.3 Point in Time Count

Brandon stated Sam Tenuto is leading the PIT January 17 and will provide more information. There was some discussion about including youth in this year's count, with a focus on safety and involving the Sheriff's office. In the case of inclement weather, the following Friday will be the PIT count.

7.0 Review and Approval of December 19, 2024 Full Board meeting agenda

Joe moved to approve the board meeting agenda; seconded by Gina, approved by all and motion carried.

8.0 Open Forum and Member Announcements

Lindsay shared that the Landlord Engagement program met and would welcome more members via an MOU.

Donna shared that CCCS is partnering with HOS. CCCS launched their new website with Dobbe Marketing.

Gina said another hotel was added for the Cold Weather Program.

9.0 Adjournment

Gina made a motion at 2:35 pm to adjourn, seconded by Joe, approved by all and motion carried.

Minutes respectfully submitted by Laura Franz, 1.2.2025



McHenry County Continuum of Care to End Homelessness

Steering Council Minutes – January 2, 2025 at 1:00 PM

Next meeting date: February 6, 2024

Members	Present?
Lillie Prince	x
Laura Franz	x
Donna Rasmussen	x
Kathrine Pfister	
Julie Davis	x
Lindsay Kellner	x
Aaron Neal	x
Brandon Kyker	x
Gina Zinck	
Joe Davis	x
Suzanne Martinez	x
Alma Wright	
Anneliese Thurston	x
Frequent Attendees:	
Sarah Ponitz	x
Liz Heneks	
Bill Meath	
Kristin Miller	
Carrie Freund	
Andrew Turner	
Sam Tenuto	

The meeting was called to order by Lillie Prince at 1:03pm

1.0 Roll Call and Guest Introductions

Brandon did roll call as documented above. The meeting did have a quorum to begin and moved to 5.0 to start.

2.0 Review and Approval of Meeting Minutes

December 5, 2024 ~ will be approved next meeting

3.0 Public Comment Period - none

4.0 Action Items

5.0 Old Business

5.1 and 5.3 Systems Updates

Joe: HMIS update: Migration is happening in a smooth manner, new site is live. HMIS

committee will meet this upcoming Tuesday. Joe is working with HUD on any issues. January 16 is the targeted completion date.

5.2 Point in Time Count

Brandon reported that Sam sent out a meeting invite for the January 16 11:30 pm meeting right before the PIT count starts.

6.0 New Business

Brandon stated there are CoC business cards to hand out at PIN Forum.

7.0 Review and Approval of the January 16, 2025 Full Board meeting agenda

Brandon moved to approve the board meeting agenda; seconded by Suzanne, approved by all and motion carried. Donna confirmed that Finance is meeting tomorrow at 11.

8.0 Open Forum and Member Announcements

Lindsay brought up the Lake County announcement of purchasing a hotel for 200 beds for homeless. Lillie reported that they have been operating informally for a year using this model and there are many challenges/things to consider. Brandon commented that since there is no CoC competition this year, we have time to do systems reviews and updates.

9.0 Adjournment

Brandon made a motion at 1:23 pm to adjourn, seconded by Lillie, approved by all and motion carried.

Minutes respectfully submitted by Laura Franz, 1.2.2025

McHenry County Continuum of Care to End Homelessness

Full Board Agenda – February 20, 2025 at 9:00 AM



To attend virtually: <https://meet.goto.com/569451645>

To attend by phone: 1-312-757-3121 Access code: 569-451-645

Next meeting date: Thursday, March 20th

1.0 Call to Order

2.0 Roll Call and Guest Introductions

3.0 Public Comment Period

4.0 Presentation

5.0 Consent Agenda Items – Review and Approval of Meeting Minutes

5.1 December 19, 2024 – Steering Council Committee meeting minutes

5.2 January 16, 2025 – Full Board meeting minutes

6.0 Action Items

7.0 Old Business

7.1 Coordinated Entry and Committee Chair Updates

- Coordinated Entry
- Community Awareness Committee
- Finance Committee
- HMIS Committee
- Housing and Services Committee

8.0 New Business

9.0 Open Forum and Member Announcements

10.0 Adjournment