# TX BoS CoC General Meeting

**Minutes**

July 12, 2017, 2:00 p.m.

Meeting held via webinar.

**Attendance:**

<u>THN Staff and VISTA Members</u>

Caitlin Bayer- Balance of State Programs Coordinator
Kraig Blaize-Fiero- CoC Program Assistant
Sophia Checa- CoC Assistant Director
Jesús DeLeon-Serratos- HMIS Program Manager
Kameron Fowler- Director of CoC Programs
Meagan Moore- VISTA Program Manager
Mary Rychlik- CoC Manager
Alexa Timmreck- Summer VISTA Associate
Kristin Zakoor- Data Coordinator

<u>CoC General Membership Attendees:</u>
See attendee report attached.

**Minutes:**

Meeting began at 2:06 PM

I. **Welcome, Introductions, and Map**
   a. Kameron welcomed attendees to the meeting and had THN staff introduce themselves. THN has hired a new Performance Coordinator, who will begin work on Aug 7. Sophia has received a promotion to CoC Assistant Director. THN has started the hiring process for her now vacant Systems Change Coordinator position, but CoC members may continue directing CE-related questions to her until the position is filled. Kameron showed attendance map for the month, and stated she is excited to see geographic representation consistently growing over the past few meetings. Kameron encouraged first-time attendees to shout out and say hello and old members to continue taking information back to their communities.

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## II.     CoC Current Priority Projects

a. HUD CoC Program application and competition
  i. HUD's Notice of Funding Availability (NOFA) will be released "soon." At this time, THN doesn't have any more information about when it will be released. After the NOFA release, THN will release a Request for Proposals (RFP). While the competition has not yet begun on the federal level, please note that our local competition has already begun. Thus, renewal applicants must respond to all "mandatory" and "action-required" items that appear in email or risk losing points on their project applications.

b. Data/HMIS
  i. System Performance Measures (SPMs)- The TX BoS CoC was given permission to re-submit this year's SPMs. The re-submission allowed the CoC to include assessments from agencies that were missing them. The completed assessments helped the CoC to increase performance on some of the key measures. Kristin will review the SPM report at the next CoC General Meeting. The improvement of the SPMs demonstrates the importance of keeping up with data entry throughout the year.
  ii. Reporting Issues: Kristin is working with the HMIS team on the SPM Community-Level report, however it is still in the developmental phase. HUD designed SPMs in such a way that they are not meant to be run on the individual project level or community level. Until THN can modify the report, staff discourages projects from running it, presenting it at community meetings, or using it to make decisions or in community meetings until further notice. Questions about SPMs can be directed to Kristin Zakoor at Kristin@thn.org.
  iii. HMIS Mandatory Assessment Webinars- Jesus announced the "Annual Assessment" Webinar, which takes place tomorrow on 7/13. It is a mandatory training for those HMIS users who have not yet attended it. There have been 3 identical sessions so far. Depending on need, there may be more mandatory special

webinars in the future, but there are not currently any scheduled beyond the regularly scheduled mandatory monthly webinars for HMIS users. If you can't make this final webinar on Annual Assessments, e-mail Jesus at [jesus@thn.org](mailto:jesus@thn.org). If you don't receive the webinar invite emails, also feel free to e-mail Jesus. Please note these trainings are only mandatory for HMIS users, not Osnium users nor people who don't use HMIS or Osnium.

    iv. Data Quality- HMIS-using agencies will receive quarterly data quality reports in an email from HMIS soon. Please be sure to respond to their emails and to keep in mind the deadline on completing corrections. Every project's data quality affects the entire CoC's data quality, so ensuring data quality is important.

c. Local Homeless Coalition (LHC) Toolkit- THN's VISTA Summer Associate, Alexa, is creating a comprehensive LHC toolkit. She used survey answers completed by LHC Chairs to inform the structure and content of the toolkit. She has a completed draft which will be sent out to LHC Chairs in phases. Some LHC Chairs have already received it, but others will receive it soon. The last day to send her your feedback on the LHC Toolkit will be July 28th. Her last day at THN will be July 31st. She will be back to present on the Toolkit during THN's annual joint conference in October.

d. Coordinated Entry (CE)

    i. Community Plans and Policies & Procedures for CE implementation are due to THN on 9/1/17. Those communities that turn in their document early will receive feedback from THN staff. Not sure if your community is mandated to implement CE? You can learn by reading the Coordinated Written Standards at thn.org.

    ii. Webinar for RRH Prioritization Standards (required for CoC Program-funded RRH Projects) will be held on 7/20. The webinar will explain CoC requirements for prioritizing participant entries into RRH projects. The standards were approved by the CoC Board on 6/28. Right now, these standards only apply to CoC-funded RRH projects, but once CE is implemented, all community RRH projects will be encouraged to follow the standards, too.

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**III.** **Announcements**

    a. OrgCode trainings- we're kicking off our training series this week!
        i. Motivational Interviewing (MI) on Fri., 7/14, 11:00-1:00. 40 slots remain in the registration. Free!
        ii. Trauma-Informed Care (TIC) on Mon., 7/24, 1:30-3:30. Free!

    b. State Emergency Solutions Grant (ESG) Program Update- Applications are due to TDHCA on Friday, July 21 by 5:00 PM. THN's role is to consult with all applicant projects to ensure they align with CoC goals. Consultations will wrap up by this Friday the 14th, No new applications or consultations will be accepted at this time, as the last day to do so was July 7th. The TX BoS CoC has 23 applicants requesting about $8 mil. However, the TX BoS CoC's allocation is about $3.1 mil. Kameron stated that she was surprised to see so many separate applications from the same communities- communities should strive to collaborate on joint applications in the future to create more comprehensive, systems-level projects and to better their chances of receiving funding.

    c. Board Elections- This fall the TX BoS CoC will elect 9 seats to the CoC Board. THN is beginning election preparations this month, accepting nominations in August, and holding elections in September. The election results will be announced in October at the CoC General Membership meeting. Be on the lookout for more information regarding Board elections soon! Interested nominees can see the website for prior year's materials. Email Mary at [mary@thn.org](mailto:mary@thn.org) with questions.

    d. Texas Conference on Ending Homelessness
        i. Wed.-Fri., Oct. 4-6, in Dallas. Registration is currently open!
        ii. CoC General Meeting Wed., 10/4, 10-noon, in-person and via webinar

**IV.** **Resources**- Caitlin reviewed upcoming webinars, attached in the "Resources" handout.

**V.** **Q&A**



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# TX BoS CoC General Meeting

**VI.**     **Next Meeting** – Wednesday, Aug. 9th, 2017, 2:00 p.m., via webinar

Link to meeting recording: https://youtu.be/ioWOCRUXyfU

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# VISTA Summer Associate

**LHC Toolkit**
**6/28/2017 Update**

1. Survey responses by the 6/26 due date:

| Completed The Survey | Did Not Complete the Survey |
|---|---|
| Brown County Home Solutions, Inc | Cameron County Homeless Coalition |
| Central Texas Homeless Coalition | East Texas Community Coalition |
| Colorado Valley Homeless Coalition | East Texas Human Needs Network |
| Comal County Homeless Coalition | Hill Country Homeless Coalition |
| Concho Valley Homeless Planning Coalition | Hunt County Coalition for Homeless |
| Denton County Homeless Coalition | Laredo Homeless Coalition |
| Gulf Coast Homeless Coalition | North East Texas Homeless Consortium |
| Henderson County Needs Network | |
| Homeless Issues Partnership, Inc | |
| Lamar County Homelessness Coalition (X2) | |
| Midland Homeless Coalition | |
| Odessa Coalition for the Homeless | |
| Southeast Texas Coalition for the Homeless | |
| South Plains Homeless Consortium | |
| Texarkana Homeless Coalition | |
| Texoma Homeless Coalition | |
| Victoria Area Homeless Coalition | |
| West Texas Homeless Network | |

2. Alexa and Mary met with the Central Texas Homeless Coalition in Temple 6/22

3. Next Steps

   a. Toolkit draft available for staff feedback on 7/7
   b. Focus groups/follow-up with LHC Chairs 7/5-14
   c. Incorporate focus group info and complete second draft by 7/21
   d. Obtain staff feedback and finalize Toolkit by 7/28

4. Alexa's last day with THN is 7/31



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# State ESG Update

## Consultation and Attachment A Forms for TDHCA's ESG Funds
### 7/12/2017 Update

1. THN is the TX BoS CoC Lead Agency. For TDHCA's ESG application process, CoC Lead Agencies:

    a. Consult with applicants on project design, budget, and performance targets

    b. Complete Attachment A forms indicating applicants' participation in CoC General Meetings, Point-In-Time (PIT) Counts, and Coordinated Entry (CE), and the proposed project's alignment with CoC goals.

2. 23 applicant projects from around the TX BoS CoC are requesting approximately $8 million. The TX BoS CoC's allocation = $3,134,458.

3. Applicants must consult with THN by July 14, 2017, at 5:00 P.M. Attachment A forms will be signed based on consultations completed and application materials received by 5:00 P.M. on July 14, 2017.

4. Applications are due to TDHCA July 21, 2017, by 5:00 P.M. Austin local time.

# Board Member Elections

## 6/28/2017

Elections for FY 2018-19 Board Members will be held according to the Board Requirements Policies and Procedures, which the Board updated in August 2016.

Nine seats are up for election (in orange below):

| Seat # | Seat Designation | Term | Member |
|--------|------------------|------|--------|
| 1 | Person with lived experience | 2015-17 | Hanna Adams |
| 2 | Homeless veterans | 2015-17 | Bobby Ehrig |
| 3 | Chronically homeless persons | 2016-17 | Chad Wheeler |
| 4 | Homeless families | 2016-18 | Jesse Elizondo |
| 5 | Homeless youth | 2016-17 | Elaine Brandon |
| 6 | Victim services | 2016-18 | Holly Bates |
| 7 | Mental/behavioral health | 2016-17 | Chesley Knowles |
| 8 | Health/medical | 2016-18 | Rebecca Brune |
| 9 | Local government | 2016-17 | Julia Lash |
| 10 | Emergency Solutions Grant (ESG) Recipient | 2016-18 | William Reagan |
| 11 | Public Housing Agency | 2016-17 | Nikki Brennan |
| 12 | Law enforcement/ criminal justice | 2016-18 | Karen Chung |
| 13 | Business | 2016-17 | Stephanie Chandler |
| 14 | Faith community or faith-based organization | 2016-18 | Kim Ogilvie |
| 15 | TICH or State government agency | 2016-17 | Molly Voyles |

Timeline:

- July -- election preparations
- August -- nominations accepted
- September -- elections held
- October 4th -- members announced at CoC General Meeting in Dallas

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# TX BoS CoC General Meeting

## RESOURCE LIST

### CoC General Meeting
### July 12, 2017, 2:00 p.m.

1. NAEH Emergency Shelter Learning Series:
   http://endhomelessness.org/resource/emergency-shelter/
   a. How to Transition your Emergency Shelter into a Housing-Focused Shelter:
      https://www.youtube.com/watch?v=2b_7kPrFLM0&feature=youtu.be
   b. 10 Steps to Evaluating Your Shelter Rules:
      http://endhomelessness.org/wp-content/uploads/2017/04/10-Steps-to-Evaluating-Your-Shelter-Rules.jpg

2. UPCOMING WEBINAR: Engaging Individuals who have Experienced Chronic Homelessness
   a. Date: Tuesday, July 18, 2017
   b. Time: 11:30 AM to 1:00 PM ET
   c. Registration Link: https://events-na2.adobeconnect.com/content/connect/c1/916603251/en/events/event/shared/1049429096/event_landing.html?sco-id=1049409288&_charset_=utf-8

3. UPCOMING WEBINAR: Successful Supervision for Supportive Services Staff (Great for PSH Projects!)
   a. Date: Thursday, July 20, 2017
   b. Time: 1:00pm ET
   c. Cost: $25
   d. Registration Link:
      https://csh.csod.com/client/csh/default.aspx?ReturnUrl=https%3a%2f%2fcsh.csod.com%2fLMS%2fLoDetails%2fDetailsLo.aspx%3floid%3d72045f61-aed1-4d84-a187-b02b068a9ee4#t=3



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