



Continuum of Care Board of Directors Meeting Minutes
Thursday, April 27, 2023
3:00 – 5:00 PM

The following agenda items may not necessarily be considered in the order they appear.

1. Call to Order

Vice President La Juana Chambers Lawson called the meeting to order at 3:01 pm.

2. Attendance

Present: Leilah Powell, Phil Beckett, Kameron Rhys, Tyler Shoesmith, Greg Zlotnick, Abe Capetillo, Cacie Madrid, La Juana Chambers, Patrick Steck, Bobby Blanton, Cristina Noriega, Roy Fletcher, Jack Tsai, Benjamin Franklin, and Scott Ackerson.

Absent: Edward Johnson, Robert Reyna, and Nikisha Baker.

Guests: Nina Gall, Katherine Dillard Gonzalez, Melissa Vela, and Nina Lockwood.

Staff: Katie Vela, Richard Huron, Dacey Werba, Eboni Jett, and Azhalia Ramirez.

3. Public Comment

There was no public comment.

SARAH NONPROFIT BUSINESS

4. Board Member Recognition – La Juana Chambers Lawson



La Juana Chambers Lawson Recognized Tyler Shoesmith for all his help with the Youth Steering Committee Youth and Young Adult Agency Open House. She also thanked Cristina Noriega for helping Katie Vela plan her LSA day, all Board members for giving input on the SARAH rebrand, Patrick Steck on his new healthy baby, and Leilah Powell for sharing the SNOFO announcement in the LISC newsletter along with hosting Homelessness is a Housing Problem. La Juana Chambers Lawson also recognized Cacie Madrid and Kim Jefferies, Nikisha Baker, and COSA Team for representing San Antonio in DC to discuss housing and homelessness. Leilah Powell thanked La Juana Chamber Lawson for donating to the TTV Home and for working alongside SARAH staff to decorate the home in person.

5. Homelessness Updates Roundtable

- Melissa Vela walked the Board through various name and logo options for the SARAH rebrand. The Board members talked about the importance of the location pin and how Close to Home San Antonio seems to have multiple meetings that would fit what SARAH does. Melissa walked through names for both the CoC and the Non-Profit side of SARAH.

- PIT Data Release is on May 17th at 11 am in the City Tower conference room and will be called the State of Homelessness. There will be security there, so everyone will need to bring an ID.
- SA to DC
- Leilah Powell shared a lot of bills around housing and homelessness that are not good and asked the Board to share anything they hear of.
- LISC hosted [Homelessness is a Housing Problem Webinar](#) that is linked here for those who would like to watch it. The next webinar will be about dangerous drugs that are being seen on the streets on June 26th.
- Phil Beckett shared that Texas Homeless Network is doing a presentation in DC and shared the work being done on digital identification and facial recognition.
- Patrick Steck shared that the first clients have moved into Town Twin Village and that the Housing Bond has been voted on.
- Leilah Powell shared that a mobile home was bought, and an agency bought it for cooperative ownership.

6. Consent Items

- Minutes from February 23, 2023, Board of Directors Meeting  (p. 5-9)
Motion Roy Fletcher Second Phil Beckett Abstain None Passed Yes
- March Financial Reports  (p. 10-14)
Motion La Juana Chamber Lawson Second Abe Capatillo Abstain None Passed Yes

7. Benjamin Franklin: YAB President Appointment

Motion Kameron Rhys Second Tyler Shoesmith Abstain None Passed Yes

8. Jack Tsai: Board Member Re-Election

Motion Phil Beckett Second Cacie Madrid Abstain Jack Tsai Passed Yes

9. Agency Name: Close to Home San Antonio – Leilah Powell

Motion Abe Capetillo Second Cacie Madrid Abstain None Passed Yes

10. CoC Name: Alliance to House Everyone – Leilah Powell

Motion Phil Beckett Second Abe Capetillo Abstain None Passed Yes

11. Executive Director Report – Katie Vela

- Staff Updates
- Special Notice of Funding Opportunity Overview
- Equity Training Opportunities
- Town Twin Village Update

CONTINUUM OF CARE BUSINESS

12. Federal Strategic Plan Priorities Matrix – Katie Vela  (p. 15-19)

Katie Vela shared the Federal Strategic Plan Matrix that showed the similarities between all the strategic plans and where the city currently is reaching all the goals on the Federal and Local plan.

13. CoC and ESG Written Standards Updates – Chelsey Viger  (p. 20-32)

The Board discussed adding specific privacy wording and reprisals to the grievance policy and addressing that information will not be shared with other clients in the program. These changes will be fine-tuned with the LEAB/YAB and then returned to the SARA Board of Directors. The Board is approving the current standards with the notion that the edits discussed will be added.

Motion Tyler Shoesmith Second Patrick Steck Abstain None Passed Yes

14. HMIS/CoC MOU – Katie Vela  (p. 33-56)

Motion Phil Beckett Second Abe Capetillo Abstain None Passed Yes

15. Membership Council Report – Scott Ackerson

Scott Ackerson shared that the next Membership Council meeting will be downtown on May 30th at the community court. The Community Collaboration call will continue to meet between the times' Membership Council. The Council will be voting on 5 new membership council agencies.

16. Youth Action Board Report (YAB) Report – Benjamin Franklin

Benjamin Franklin shared that the YAB has voted on new officers. He is the new President, Stephanie is the Vice President, and Andrew is the Secretary. Benjamin Franklin shared that Suyapa Munoz's last day will be May 19th. The Youth Action Board is working on a planning session with the LEAB to figure out the future of meetings. They have also met several times this month to discuss the YHDP TH-RRH project Transfer.

17. Lived Expertise Advisory Board (LEAB) Report – Kameron Rhys

Kameron Rhys shared that the Lived Expertise Advisory Board met with a workforce panel to discuss trauma and triggers when working with direct services. Two Haven staff sat on the panel. He shared that they discussed a planning session, the grievance plan, and the SARA rebrand.

18. Homeless Management Information System (HMIS) & Data Advisory Committee Report – Phil Beckett

The Board Members discussed the analysis of the Unsheltered Homelessness Definition and recognized the need for consistency in reporting, and agreed that adopting an official standard definition would address this. Phil Beckett reported that the HMIS & Data had their first official meeting in which they discussed the roles and activities of the COC board, Sarah's responsibilities, and the HMIS Advisory Committee. The next meeting, scheduled for May, would focus on making this information public, reviewing the ICF report, discussing additional items and policies, and initiating vendor monitoring in June.

- Unsheltered Homelessness Definition  (p. 57)

Motion Benjamin Franklin Second Kameron Rhys Abstain None Passed Yes

19. Homeless Management Information System (HMIS) Lead Report – Nina Gall (p. 58)

Nina Gall gave an overview of the HMIS Report attached to the Board packet.

20. Homeless Response System Advisory Committee Report – Patrick Steck

Patrick Steck informed the board members about the successful visit with Dr. Phillips from LEO. He shared that the assessment of progress thus far is positive, and it was mentioned that by November, a year's worth of data would be available for developing a specific tool. Additionally, Patrick provided an update on Matthew Howard, a new member from the Conviction Integrity Unit, who has played a vital role in establishing the community court at the county level. Patrick informed the board members that the committee members voted to include domestic violence as a specific section in the regular case conferencing meeting for frontline staff. This restructuring of the pool aims to integrate considerations related to domestic violence while still keeping them separate.

- Committee Seat Slate  (p. 59)

Motion La Juana Chambers Lawson Second Roy Fletcher Abstain None Passed Yes

21. Youth Homelessness Steering Committee (YHSC) Report – Tyler Shoemith

Tyler Shoemith announced that the Steering Committee conducted a successful YYA Agency resource open house, receiving highly positive feedback. Two new agencies joined the Committee call and completed Membership Council forms. Future planning was discussed, including the establishment of a YYA Communications platform, such as a newsletter or social media for sharing updates and resources. The Committee also emphasized the importance of engaging new agencies and involving the CoC in conversations with them. Additionally, it was decided to hold in-person meetings every three sessions. The eligibility list in April comprised 288 youth and young adults, with 185 of them having received services within the past 30 days. The Committee engaged in a detailed discussion regarding the involvement of USAA and other private sectors in supporting Foster Care Youth through rental and utility assistance, as well as wrap-around services such as mentoring, financial literacy, and internships.

22. Homeless Strategic Plan Oversight Committee Report – Katie Vela

Katie Vela let the Board Members know that the committee is currently underway to ensure the alignment of scorecards across funders, which involves extensive data definition efforts to achieve consistency in the presentation of information across dashboards and reports. A more comprehensive update will be given at the next meeting.

23. SAMMinistries TH Project Quality Improvement Plan (QIP) Progress – Katie Vela

Katie Vela reported that the QUP is progressing smoothly, with regular meetings held between their team and ours. Their scorecard has demonstrated a noteworthy improvement of 12 points since the initial scorecard, despite the relatively short time frame in which this progress was achieved. She explained that it might be challenging to effect significant changes to scorecards within just four or so months but expressed satisfaction with the progress made thus far.

24. Record of YHDP TH-RRH Grant Transfer from Providence Place to SAMMinistries

This agenda item serves as a record of a grant transfer that happened outside the Board Meeting.

25. Upcoming SARA Meetings and Events

| Next CoC Board Meeting | Next CoC Membership Council Meeting |
|-------------------------------|-------------------------------------|
| June 29, 2023, 3:00 – 5:00 PM | May 30, 2023, 2:30 – 4:00 PM |

Committee Meetings

| Title | Point of Contact | Event Details* |
|--|---|--------------------------------|
| Youth Homelessness Steering Committee | Dacey Werba daceywerba@sarahomeless.org | May 15, 2023, 4:00 – 5:00 PM |
| HMIS & Data Advisory Committee | Katie Vela Katievela@SARAHomeless.org | May 31, 2023, 10:30 – 11:15 AM |
| Homeless Response System Advisory Committee | Eboni Jett Ebonijett@SARAHomeless.org | May 10, 2023, 10:00 – 11:30AM |



Alliance to House Everyone

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| Homeless Strategic Plan Oversight Committee | Billy Mahone Billy.Mahone@sarahomeless.org | May 3, 2023, 10:00 – 11:30AM |
| Lived Expertise Advisory Board | Dacey Werba daceywerba@sarahomeless.org | May 16, 2023, 10:00 – 11:00AM |
| Youth Action Board | Suyapa Munoz suyapamunoz@SARAHomeless.org | TBD, 2023, 1:00 – 2:30 PM |

All meetings are currently being held virtually. Please email azhaliaramirez@sarahomeless.org to be added to a meeting distribution list

26. Topics for June Board Meeting

The voting items with edits will be brought back to the Board in June.

27. Announcements

There were no announcements discussed.

28. Adjournment

President Powell adjourned the meeting at 5:28 pm.