



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

Continuum of Care Board of Directors Minutes

Craig Hopkins, Board President

Chamber of Commerce NBC
1100 NW Loop 410, Suite 109
San Antonio, TX 78213

June 28, 2018
2:30 – 5:00 PM

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

1. Call to Order

Board President, Craig Hopkins called to order the June 28, 2018 Board Meeting of the South Alamo Regional Alliance for the Homeless at 2:38 PM.

- 2. Present:** Craig Hopkins, Lori Stinson, Martha Leiper, Brenda Mascorro, Edward Gonzales, Eddie Ortega, Robert Blanton (proxy for William McManus), Don Tijerina (proxy for Sheriff Salazar), Greg Matula, Meghan Oswald, Marie Lopez, Tiffany Walker, Bill Hubbard, Katie Vela, Katelyn Underbrink, Kathy Lacy, Jayde Beebe, David Row, Penny Burgess

Guests: Morjorie White, Daniela Krotzer, David Huete, Kevin Charoenworawat, Chris Carmona

Absent: Leilah Powell, Leslie Komet Ausburn

3. Public Comment – Daniela Krotzer, Kevin Charoenworawat

Daniela Krotzer, HMIS Director, goes over the team's plan to stabilize HMIS. The plan consists of several steps to include testing new features and platforms, code migration implementation and further testing, data cleanup, training for new features and a relook with the HUD TA. Kevin discussed the basic functionalities of the new additions to the system that are currently being tested.

4. Certified Audit Report – Chris Carmona

Chris Carmona of Schriver Carmona spoke today of the results of the 2017 Financial Audit for South Alamo Regional Alliance for the Homeless. It was the findings of Schriver Carmona that SARAH financials were presented fairly, according to the general accounting principles accepted in the United States of America.

SARAH NONPROFIT BUSINESS

1. Consent Items

- Minutes from April 26, 2018 Meeting, Motion by Lori Stinson, Seconded by Marie Lopez. Motion was passed.



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- April, May Financials, financials are in the process of being revised. April and May financials to be approved via e-mail on a future date.

2. Approve 2017 Certified Audit of SARAH, Motion by Lori Stinson, seconded by Martha Leiper, Motion Passed

3. Accept Bill Hubbard's retirement as the Executive Director, effective July 27th, 2018.

Motion by Estella Garza, seconded by Greg Matula, Motion Passed.

4. Approve Brenda Mascorro, Executive Director of SARAH beginning July 9th, 2018

Motion by Martha Leiper, seconded by Lori Stinson, Motion Passed, unanimous.

5. Approve Retaining Bill Hubbard as a Senior Advisor to the Executive Director from July 28th, 2018 through December 31st, 2018, retaining administrative authorities (check writing, credit card authority etc.) based on need, and at the discretion of the Executive Director.

Motion by Edward Gonzales, seconded by Greg Matula, Motion Passed.

6. Executive Director Report – Bill Hubbard

- HUD Technical Assistance Visit by Mike Lindsay and Christine Nguyen on HMIS state of affairs
- Some topics of discussion about the HUD TA visit include;
Discussion of more Board monitoring/involvement/notification/awareness of HMIS goals, practices, operations; Board chooses vendor and HMIS lead, Governance Charter to formalize best practices, operations and to delineate roles between HMIS, community, and SARAH

CONTINUUM OF CARE BUSINESS

7. Membership Council Report – Marie Lopez

- Public Comment from Tyler Shoesmith and Genevie Casillas
- Simtech Solutions is reviewing HMIS data to streamline Coordinated Entry, bi-weekly Case Conferencing to continue
- HMIS vendor issues; Chronic Homelessness ticket waiting for vendor fix, children aging into adulthood not being properly reported, CSV import and export challenges, annual assessment error in data quality report, current mandatory question of HIV/AIDS question in HUD Program Assessment needs to be removed
- Departure of Luke Leppla and change in Point in Time Count Lead
- Tyler Shoesmith elected as Chair of Youth Homelessness Workgroup
- Morjorie White elected as Chair of Chronic Homelessness Workgroup
- Review of Final System Performance Measure Submission
- Overview given of draft for CoC Renewal Ranking and Reallocation Policies



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8. CoC Operations Report – Katie Vela

- CoC Check-In Report Overview: Topics included ELOCCS Drawdowns, Coordinated Entry, Performance Scorecards, CoC MOUs, and Q&A
- Discussion on challenges with Coordinated Entry
 - Continued manual process due to inconsistencies in data; need for an updated dynamic list tailored to clients that are a good fit for the right program
 - Discussion within the Board of the Coordinated Entry process
 - Who is at the top of the list and why, are all clients in the same category or ‘bucket’ all equal in priority
 - What needs to be done when those at the top of the list are difficult to find
 - Individuals on the list have their own set of issues, strengths and weaknesses. Prioritization must take place if we are following housing first
- 2018 CoC NOFA Update; top three scoring weight categories; System Performance at 56 points, Performance & Strategic Planning at 48 points, CoC Coordination & Engagement at 48 points
- SOAR Update from Stakeholder Meeting on May 23, 2018
- Simtech is reviewing data to streamline CSV upload to assist in a less manual procedure of maintaining Coordinated Entry

9. Ratify FY17 System Performance Measures Report

Motion by Lori Stinson, seconded by Estelle Garza, Motion Passed

10. Approve Final 2018 NOFA Ranking and Reallocation Policies

Motion by Martha Leiper, seconded by Greg Matula, Motion Passed

11. May 2018 Homelessness Dashboard

12. SARAH Meetings and Events

SARAH Board Meetings

SARAH Membership Council Meetings

| | |
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| August 30, 2:30 – 5:00 PM Chamber of Commerce, NBC 1100 NW Loop 410, Suite 109 | July 26, 2018, 2:30 – 4:00 PM Goliad Building, Suite 110 4203 Woodcock Dr. 78228 |
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Committee Meetings & Working Groups

| Title | Point of Contact | Event Details |
|--|---|---|
| Youth Homelessness Workgroup *recurs monthly on the 1 st Friday | Tyler Shoemith, NEISD tshoes@neisd.net | July 12, 2018 9:30 – 10:30 AM Goliad Building -Suite 110 4203 Woodcock Dr. San Antonio, TX 78228 |
| Veteran CoC Workgroup | Marc Wonder, COSA Marc.Wonder@sanantonio.gov | July 11, 1:00 – 4:00 PM Veteran’s Outreach Transition Ctr. 202 Connelly St. |
| Chronic Homelessness Workgroup | Morjoriee White, COSA Morjoriee.White@sanantonio.gov | July 13, 2018 2:00 – 3:00 PM Goliad Building – Suite 110 4203 Woodcock Dr, 78228 |
| Housing Standards Workgroup *recurs monthly on the 1 st Tuesday | Devon Maddox, Haven for Hope Devon.Maddox@svdpsa.org | August 7, 2018 11:00 - 12:00 PM Haven for Hope - Board Room 1 Haven for Hope Way |
| HMIS Governance Committee | Katie Vela katievela@sarahhomeless.org | July 13, 2018 9:00 – 11:00 am Beaumont Building, 230 A 4243 E. Piedras Dr. |
| Coordinated Entry Committee *recurs monthly on the 2nd Monday | David Row, SARAH wdaavidrow@sarahhomeless.org | July 9, 1:30 – 3:00 PM American G.I. Forum 611 North Flores St. San Antonio, TX 78205 |

13. Topics for August Board Meeting

- Board’s role as governance/structure of HMIS
- Board Member in HMIS Committee and other committees
- Staff guided Coordinated Entry Policies and Process
- HMIS team to discuss/update baseline plan & timeline
- Recommendations for improvement:
 - HMIS presentation to speak of capacity and ability to serve as the lead agency with a timeline to get the system healthy
 - Board involvement and notification of HMIS functionality and timeline

14. Adjournment