



4100 E. Piedras, Suite 105 – San Antonio – Texas – 78228

SARAH Membership Council Minutes

Marie Lopez – Membership Council Chair

The Salvation Army
515 W. Elmira St. San Antonio, TX 78212

January 31, 2019
2:30 p.m. – 4:00 p.m.

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

1. Call to Order – 2:41PM

- In attendance:
 - i. AACOG ADRC
 - ii. AGIF-NVOP
 - iii. Beat AIDS
 - iv. Center for Healthcare Services
 - v. Corazon Ministries
 - vi. Daughters of Charity Services
 - vii. Endeavors
 - viii. ESC-20
 - ix. FVPS
 - x. Haven for Hope
 - xi. HFCC / Catholic Worker House
 - xii. HMIS
 - xiii. Palo Alto College
 - xiv. SAMMinistries
 - xv. Salvation Army
 - xvi. San Antonio AIDS Foundation
 - xvii. SA Food Bank
 - xviii. San Antonio Housing Authority
 - xix. Strong Foundation
 - xx. SVDP

2. Public Comment – None

3. Presentation by Carol Gamble – Corazon Ministries

- Corazon Ministries is celebrating its 20th anniversary and was the model for Haven for Hope. Their services include: meals, warm showers, hygiene packets, clothes, ID cards, and driver’s licenses. On Wednesdays, there is a prayer circle and a dinner.
- Ongoing needs include: jeans, coats, shoes, boots, adult-size backpacks, and rolling suitcases. There is also a need for volunteers to assist with kitchen duties, sorting donations, ID recovery, etc.
- Corazon Ministries location is at 230 E Travis St. Their phone number is 210-226-8341, ext. 318 and the website is <http://cmi-loveandjustice.org/>

4. Approval of Prior Meeting Minutes – Marie Lopez

Motion CHCS Second Haven for Hope Abstain None Passed Yes

CoC BOARD REPORT AND CoC COMMITTEES

5. SARAH Board Report – Marie Lopez

- At the Board of Directors meeting in December 2018, the 2019 budget was approved. Topics of discussion included the Longitudinal Assessment Analysis, diversion initiatives in San Antonio, and SSVF involvement with Rapid Rehousing. An SSVF representative will



meet with SARAH, the VA, and other providers and this can hopefully be implemented by the end of the year.

- The next Board of Directors meeting is scheduled for February 28, 2019.

6. Coordinated Entry Committee Update – Katie Vela

- Salena Santibañez from the CoC Board of Directors has been elected to Co-Chair this committee. February meeting is cancelled. Committee location in 2019 will be SARAH's new conference room. Committee structure will be revisited to support policy-making role. This is a similar process to the HMIS Advisory Committee.
- Please note there have been some staff changes at SARAH and Emily Miller will not be the main point of contact for Coordinated Entry.
- Starting next week, Coordinated Entry Case Conferencing will be held weekly on Mondays from 2:00-4:00pm.
- **Next CE Committee Meeting:** TBD in 2019. For now, please contact CE@SARAHomeless.org and attend Weekly Case Conferencing for referral support.
- **Next Case Conferencing:** Monday, February 4, 2019 at 2:00 p.m. to 4:00 p.m. Location: 611 N. Flores St. (AGIF)

7. HMIS Advisory Committee Update – Meghan Garza

- Brenda Mascorro described the meetings that are currently being held between SARAH and HMIS to improve the HMIS process and the quality of the data that is entered and produced.
- Meghan Garza, who is the HMIS Advisory Committee Chair and a Board member of SARAH, described the by-laws (attached) of the committee. She explained how this committee will report to the Board on anything it produces to receive feedback, additions, and improvements that can be made; it is not an approving body on its own. The outline for this committee came directly from Membership Council as well as best practices around the nation from ICF, the independent consultant.
- This committee will be representative of the CoC but will be limited to only 12 seats. An application similar to Membership Council seats will be used. These applications will be brought to the Membership Council for a vetting process. Although there are only 12 decision-making seats, everyone is welcome to attend the committee meetings.
- This committee will give more opportunity for high-level change as there will be decision-level makers from organizations in the room.
- The hope is to have the application emailed out next week and to have applicants to assess at the next Membership Council.
- **Next Committee Meeting:** TBD in 2019. For now, please continue to submit HMIS requests to HMIS.Support@havenforhope.org. Policy-level concerns can be directed to EmilyMiller@SARAHomeless.org.

8. Point-in-Time Count Committee Update – Katie Vela

- Katie thanked everyone for their involvement with PIT 2019 and explained that we have received around 50 responses thus far for volunteer feedback. She encouraged service providers in the room to give feedback from their unique perspectives.
- The data will be available for review the first week in May. The data consolidation and deduplication process is lengthy but if it is available sooner, SARAH will share it.
- **Next PIT Committee Meeting:** Thursday, February 14, 2019 at 10:00 a.m. Location: 4100 E. Piedras Dr. Ste. 105 (SARAH Conference Room)



WORKGROUP UPDATES

9. **Veteran Workgroup Update – Chair: Marc Wonder / Co-Chair: Vacant**
- There was not a representative of the Veteran Workgroup available for comment. In a written report dated February 4, 2019, Marc Wonder reported that their efforts have mostly been focused on case management and that there was nothing new to report.
 - **Next Meeting:** Wednesday, February 6, 2019 @ 1:00 p.m. – 4:00 p.m., 202 Connelly St.
10. **Chronic Homelessness Workgroup Update – Chair: Morjorie White / Co-Chair: Cliff Cantu**
- Cliff Cantu reported on behalf of the Chronic Homelessness Workgroup. He reported they are continuing to address the chronic homeless numbers. PSH is a valuable intervention and with the move-on strategy with SARAH and SAHA, they can possibly secure some vouchers for those who are securely housed in PSH to get on a SAHA voucher, which will open more PSH beds. They are currently trying to establish a criterion for this.
 - Another strategy is to use Rapid Rehousing spots for those who are the brink of homelessness or on their first time being homeless. They are looking to extend this to 10 more people in the next month that appear to be good candidates. With these strategies, the workgroup is hoping to bring down the large number of those experiencing chronic homelessness.
 - **Next Meeting:** Friday, February 8, 2019 @ 2:00 p.m. – 3:30 p.m.; Location; Haven for Hope Volunteer Center Rooms A/B
11. **Youth Workgroup Update – Chair: Tyler Shoesmith / Co-Chair: Mandy Tyler**
- Mandy Tyler reported that January was spent preparing for the Youth PIT Count, which occurred on January 22nd. There was a great turnout of nearly 30 volunteers and led to some great brainstorming ideas for how to improve the count next year.
 - **Next Meeting:** Friday, February 1, 2019 @ 9:30 a.m.; Location: 4100 E. Piedras Dr. Ste 105 (SARAH Conference Room)
12. **Housing Strategies Workgroup Update – Chair: Ashley Adkins / Co-Chair: Vacant**
- Ashley Adkins reported on behalf of the Housing Strategies Workgroup. The workgroup met with Triff Properties and had a good turnout of more than 20 people in attendance. The discussion centered around what needs to be fixed to obtain more supportive housing. Ashley reported the meeting went well and that she will report on the progress.
 - Still looking to fill the co-chair position.
 - **Next Meeting:** Tuesday, February 5, 2019 @ 11:00 a.m. – 12:00 p.m.; Location: SARAH, 4100 E. Piedras Dr., Suite 105

If you are interested in attending a SARAH Committee or Workgroup, See CoC Contact List

CoC LEAD AGENCY UPDATE

13. **Continuum of Care Operations – Katie Vela**
- CoC Awards Update
 - HUD has only announced renewal grants thus far so no other categories have been announced yet. Because of the shutdown and the number of grants expiring in January, HUD wanted to make sure that those programs knew they were renewed. We fell under Tier 2 funding, which means we competed fairly well. Funding increases were seen across the board.
 - CoC Monthly Call on February 1, 2019 is cancelled



- The next CoC Monthly call will occur on February 22, 2019 at 10:00am.
- NOFA RFP is due on February 1, 2019 and SARAH has received 2 applicants thus far.
- SSVF Funding available and due in February
- Bexar County funding opportunity (see handout). More information can be found on the HUD website.
- CoC Performance Scorecards under Review
 - Currently revamping the report; expect to see a new one later in the spring.
- HIC Data due on February 15, 2019
- HIC Training is scheduled for February 5, 2019
 - This training is to learn how to fill out the form to complete the HIC report

14. SARAH Operations Report – Katie Vela

- Coordinated Entry and Navigation Manager position still open and under review.

HMIS LEAD AGENCY UPDATE

15. HMIS Operations – David Huete and Amanda Flores

- David Huete reported that he would like to revisit the data clean up project that was presented to the Membership Council in May 2018. Unfortunately, some roadblocks came up that pushed out the time frame for when the project will be completed. He stated they are asking for an additional Phase 2 plan to fix these roadblocks. (See handout for more information.)
- Amanda Flores reported that Richard Dominguez is now the HMIS System Administrator and that a Business Analyst will be starting on February 4th. Lastly, a Data Quality Analyst position is currently posted on the Haven for Hope website.

MEMBERSHIP COUNCIL BUSINESS

16. Family Homelessness Workgroup Chair Election

- Candidate: Kami King
- It was mentioned that there are several co-chair seats vacant and what the process is of getting these filled. Katie reported that we can add to our website what is available and that applications can be submitted at least 2 weeks prior to a Membership Council meeting so they can be voted on.

Motion Salvation Army Second HMIS Abstain None Passed Yes

17. 2019 Meeting Locations

- So far, the following 2019 meeting dates have locations secured
 - i. March 28, 2019 – AGIF
 - ii. May 23, 2019 – Endeavors Cohen Clinic
 - iii. September 26, 2019 – Endeavors Cohen Clinic
 - iv. Possibility – Leslie Schultz
- If anyone else would like to sign up to host a meeting in 2019, the following dates are available:
 - i. July 25, 2019
 - ii. November 14, 2019



18. Issues to Report to CoC Board of Directors – None

19. Next Membership Council Meeting Topics

- Co-Chair of Family Homelessness Workgroup

20. Announcements

- Updates to Include in SARAH Monthly E-Newsletter: ChelseyViger@SARAHomeless.org
- Let SARAH staff know if missing a place card for Membership Council:
ChelseyViger@SARAHomeless.org

21. Adjournment – 3:33pm

Continuum of Care Contact List		
SARAH Organization	Contact Name	Contact E-Mail
Media Inquiries	Brenda Mascorro	BrendaMascorro@SARAHomeless.org
Funding Opportunity Inquiries	Katie Vela	KatieVela@SARAHomeless.org
Coordinated Entry	CE E-Mail	CE@SARAHomeless.org
Case Conferencing	Emily Miller	EmilyMiller@SARAHomeless.org
HMIS Governance	Katie Vela	KatieVela@SARAHomeless.org
Point-in-Time Count	Emily Miller	EmilyMiller@SARAHomeless.org
Membership Council	Chelsey Viger	ChelseyViger@SARAHomeless.org
CoC Board of Directors	Chelsey Viger	ChelseyViger@SARAHomeless.org
General Inquiries	Contact SARAH	ContactSARAH@SARAHomeless.org
Join a Workgroup!	Contact Name	Contact E-Mail
Housing Standards Workgroup	Ashley Adkins	Ashley.Adkins@HavenForHope.org
Veteran Homelessness Workgroup	Marc Wonder	Marc.Wonder@SanAntonio.Gov
Chronic Homelessness Workgroup	Morjoriee White	Morjoriee.White@SanAntonio.Gov
Youth Homelessness Workgroup	Tyler Shoemith	TShoes@NEISD.net

