



Continuum of Care Board of Directors Meeting  
Thursday, December 17, 2020  
3:00 – 5:00PM

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

**1. Call to Order**

Board President Leilah Powell called the meeting to order at 3:03pm on Thursday, December 17, 2020 via GoToMeeting.

- 2. Present:** Leilah Powell, Lori Stinson, Gregory Zlotnick, Phillip Beckett, Greg Matula, Leslie Komet, Melody Woosley, Jo Estrada, Kameron Rhys, Salena Santibanez, Tammye Trevino, Annie Erickson, Craig Hopkins  
**Absent:** Estella Garza, William McManus, Javier Salazar  
**Guests:** Katherine Dillard, Molly Biglari, Kenny Wilson  
**Staff:** Katie Vela, Richard Huron, Azza Kamal, Chelsey Viger

**3. Public Comment**

There was no public comment.

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**SARAH NONPROFIT BUSINESS**

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**4. Board Member Recognition**

President Powell recognized those who assisted with putting together the Eviction & Foreclosure Prevention Roundtable last week, namely Tammye Trevino, Annie Erickson, and the City of San Antonio Department of Human Services. Next, she recognized Leslie Komet and Greg Zlotnick for their work on the PIT Committee, notably their flexibility and willingness to help with changes happening due to COVID-19. President Powell also recognized Phil Beckett for his work as Treasurer with the SARAH audit and 2021 budget. Lastly, she recognized Estella Garza's work on the Workgroup Visioning Session.

**5. Homelessness Updates Roundtable**

Kenny Wilson from Haven for Hope shared that their agency has had very few cases of COVID-19 after serving hundreds of people throughout the pandemic. They have tested close to 600 people and their intake continues to operate.

**6. Consent Items (p. 5 – 17)**

- Minutes from October 28, 2020 Board of Directors Meeting  (p. 5 – 11)
- November 2020 Financial Reports  (p. 12 – 17)

Motion Phil Beckett Second Leslie Komet Abstain None Passed Yes



## 7. City of San Antonio Homeless Strategic Plan Update – Melody Woosley

Melody Woosley presented that the Department of Human Services updated the City Council yesterday on the Homeless Strategic Plan, which is located on their website. Around 500 community members gave feedback that went into building this plan, which focuses on developing adequate resources for the unsheltered population especially Permanent Supportive Housing, more collaboration across sectors, coordination of street outreach, and the creation of a collective impact leadership group. The next step is to develop a timeline of deliverables, which they hope to develop by March, and then to implement the plan. The CoC Board will be involved at the leadership level and SARAH will assist with the governance structures that need to be put in place with regard to outreach.

## 8. 2020 Accomplishments – Leilah Powell and Katie Vela

President Powell and Executive Director Katie Vela shared their thoughts on accomplishments from 2020.

## 9. Executive Director Report – Katie Vela

- FY19 Audit Approval – SARAH’s FY19 Audit was approved by the Board via e-vote.
- SARAH Organizational Updates – Roles have shifted for Director of Policy and Planning and Policy Analyst. There have been staff hired for the open positions of Director of Community Engagement, Office Manager, Referral System Coordinator, Outreach and Navigation Coordinator, and Prevention and Diversion Coordinator. SARAH will be fully staffed going into 2021.
- Visioning and Core Values – The company Mission Matters went through a visioning session with SARAH staff to develop core values and strategic anchors. This conversation will eventually return to a Board strategy session.
- Vaccine and Moratorium Updates – SARAH is part of Metro Health’s Vaccine Distribution Committee, which is currently focused on priority vaccine distribution for health care workers. SARAH will continue work on planning for the Eviction Moratorium into the new year, which includes work being done on streamlining Homeless Prevention resources.

## 10. 2021 Budget 📎 – Phil Beckett (p. 18)

Phil Beckett and Richard Huron presented the following highlights regarding the budget: there is a decrease in revenue of 21%; a reduction in federal grants of 10%; shifts in reporting on in-kind match; 10% increase in personnel and fringe benefits; reduction in travel expenses and continuing education; increased revenue due to USAA grant.

Motion   Lori Stinson   Second   Salena Santibanez   Abstain   None   Passed   Yes  

## 11. 2021 Meeting Calendar 📎 (p. 19)

Motion   Tammye Trevino   Second   Melody Woosley   Abstain   None   Passed   Yes

**CONTINUUM OF CARE BUSINESS**

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**12. Membership Council Report – Tammye Trevino**

Tammye Trevino reported that Naomi Nussbaum from SAMMinistries was voted as Chair of the Chronic Homelessness Workgroup and Dane Morrison from Haven for Hope was voted as Co-Chair of the Chronic Homelessness Workgroup.


**13. Membership Council Application – Hands over Homes  (p. 20 – 23)**

Hands Over Homes was recommended to apply as an associate member and reapply in one year as a voting member.

**14. Membership Council Application – Helen’s Project  (p. 24 – 27)**

Motion Greg Zlotnick Second Leslie Komet Abstain None Passed Yes

**15. Point-in-Time (PIT) Count Committee Report – Leslie Komet (p. 28 – 29)**

- Altered Methodology Approval  (p. 28 – 29) – Leslie Komet presented the PIT Committee’s recommendation to cancel the unsheltered PIT Count for 2021 due to COVID-19 safety concerns and lack of volunteers.

Motion Leslie Komet Second Lori Stinson Abstain None Passed Yes

**16. Youth Homelessness Demonstration Program Coordinated Entry Request for Proposals Process Approval – Chelsey Viger**

Chelsey Viger presented that SARAH is requesting to submit the YHDP CE grant request directly to HUD instead of holding a community funding competition. This was a recommendation by HUD, the YAB, and was also outlined in our Coordinated Community Plan (CCP).

Motion Greg Zlotnick Second Phil Beckett Abstain None Passed Yes

**17. Operations Report – SARAH Team**

SARAH staff provided the Board an update regarding the following topics:

- TDHCA ESG CARES Round 2 Funding Update
- Homeless Outreach Standards
- Rapid Rehousing Training & Discussion Series
- Youth Homelessness Demonstration Program Drop-in Center Request for Proposals Update
- Updated Demographic Survey Results & Equity Planning
- Homelink Implementation Update



**18. Research & Evaluation Report  – Azza Kamal (p. 30 – 43)**

Dr. Kamal shared a report regarding materials included on pages 30-43 of the Board packet, with a focus on the following topics:

- Eviction Monitoring
- Prevention Prioritization Tool

**19. Youth Action Board Report (YAB) Report – Kameron Rhys & Salena Santibáñez (p. 44 – 49)**

Kameron Rhys and Salena Santibáñez shared a report regarding materials included on pages 44-49 of the Board packet, with a focus on the following topics:

- Board Room Project Training Sessions
- Bylaw Revision  (p. 44 – 45)
- Technology Access Request Policy & Procedure  (p. 46 – 47)
- Officer Elections

**20. Homeless Management Information System (HMIS) Lead Updates – Katherine Dillard**

**21. Homeless Management Information System (HMIS) Advisory Committee Report – Phil Beckett**

Phil Beckett shared a report regarding the following topics:

- HMIS Advisory Committee Co-Chair Recruitment
- Outreach Grid MOU Extension Approved
- Client Release of Records Process Underway
- Ad-Hoc Subcommittee Reports
  - Government Entity on the Use of HMIS
  - Housing Inventory Count (HIC) Reporting

**22. Coordinated Entry (CE) Advisory Committee Chair Approval**

- Melody Woosley, City of San Antonio

Motion Greg Matula Second Greg Zlotnick Abstain None Passed Yes

**23. CoC and ESG Written Standards Update  – Chelsey Viger (p. 48)**

Chelsey Viger presented that the CoC and ESG Written Standards were updated to include an addendum on the ESG-CV project standards. This was developed rather quickly for agencies recommended funding to THDCA to be able to come under compliance. It was developed in collaboration with the City of San Antonio and Bexar County and will be shared to those federally funded under this program and will continue to be updated.

Motion Lori Stinson Second Melody Woosley Abstain None Passed Yes

**24. Upcoming SARA Meetings and Events**



Alliance to House Everyone

**Next CoC Board Meeting**

**Next CoC Membership Council Meeting**

February 25, 2020 3:00 – 5:00 PM Virtual	January 28, 2020 2:30 – 4:00 PM Virtual
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**Committee Meetings & Working Groups**

Title	Point of Contact	Event Details*
<b>Youth Homelessness Workgroup</b>	Tyler Shoesmith, North East Independent School District <a href="mailto:tshoes@neisd.net">tshoes@neisd.net</a>	December 18, 2020 9:30 – 10:30AM
<b>Veteran Workgroup</b>	Marc Wonder, COSA-DHS <a href="mailto:Marc.Wonder@sanantonio.gov">Marc.Wonder@sanantonio.gov</a>	TBD- Meetings currently on hold
<b>Chronic Homelessness Workgroup</b>	Naomi Nussbaum <a href="mailto:nnussbaum@samm.org">nnussbaum@samm.org</a>	January 14, 2021 2:00 – 3:00PM
<b>Housing Strategies Workgroup</b>	Sara Wamsley, NHSD <a href="mailto:Sara.Wamsley@sanantonio.gov">Sara.Wamsley@sanantonio.gov</a>	January 8, 2021 11:00 – 12:00PM
<b>Family Homelessness Workgroup</b>	Heather Pullen, SA Hope Center <a href="mailto:hpullen@sahopecenter.org">hpullen@sahopecenter.org</a>	January 19, 2021 3:30 – 4:30PM
<b>HMIS Advisory Committee</b>	Chelsey Viger <a href="mailto:ChelseyViger@SARAHomeless.org">ChelseyViger@SARAHomeless.org</a>	January 27, 2021 10:30 – 11:15AM
<b>Coordinated Entry Advisory Committee</b>	Eboni Jett <a href="mailto:Ebonijett@SARAHomeless.org">Ebonijett@SARAHomeless.org</a>	January 6, 2021 10:30 – 11:30AM
<b>Point-in-Time Count Committee</b>	Chelsey Viger <a href="mailto:ChelseyViger@SARAHomeless.org">ChelseyViger@SARAHomeless.org</a>	January 14, 2021 10:00 – 11:00AM
<b>Youth Action Board</b>	Suyapa Munoz <a href="mailto:suyapamunoz@SARAHomeless.org">suyapamunoz@SARAHomeless.org</a>	December 19, 2020 1:00 – 2:30PM

\*All meetings are currently being held virtually. Please email [madelinecarrola@sarahomeless.org](mailto:madelinecarrola@sarahomeless.org) to be added to a meeting distribution list

**25. Topics for February Board Meeting**

- Workgroup Goals for 2021

**26. Announcements**

**27. Adjournment**