



Continuum of Care Board of Directors Meeting Minutes
Thursday, June 30, 2022
3:00 – 5:00 PM

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

1. Call to Order

President Powell called the meeting to order at 3:04 PM.

2. Attendance

Present: Leilah Powell, Phil Beckett, Cacie Madrid, Roy Fletcher, Melody Woosley, Kameron Rhys, Jack Tsai, Robert Reyna, Tyler Shoesmith, Cristina Noriega, La Juana Chambers Lawson, Edward Johnson, Nikisha Baker, and Scott Ackerson.

Absent: William McManus, Abe Capetillo, and Salena Santibanez.

Guests: Patrick Steck, Katherine Dillard Gonzalez, Hannah Cramer (Proxy for Greg Zlotnick), Kim Jeffries, and Molly Biglari.

Staff: Katie Vela, Chelsey Viger, Richard Huron, Dacey Werba, Eboni Jett, Amanda Hernandez, and Billy Mahone.

3. Public Comment

There was no public comment.

SARAH NONPROFIT BUSINESS

4. Board Member Recognition

President Powell thanked Phil Beckett for his support with Cybersecurity resources and checklists. She recognized La Juana Chamber Lawson for attending SARAH Meetings to learn and share helpful feedback. Tyler Shoesmith was thanked for coordinating between Homeless Liaisons at school districts and SARAH. Abe Capetillo has taken a deep interest in coordinated entry and attending training to learn more about SARAH. Edward Johnson connected SARAH to resources for discounted VIA bus passes. President Powell thanked all Board Members who attended the SARAH PIT Data Release event.

5. Homelessness Updates Roundtable

Katie Vela shared with the Board of Directors that 25 million for Permanent Supportive Housing (PSH) was approved in the housing bond and SARAH is coordinating with the city and the RFP will be released in mid-October.

6. Consent Items

- Minutes from April 28, 2022, Board of Directors Meeting  (5-10)

Motion Tyler Shoesmith Second Hannah Cramer Abstain None Passed Yes

- May Financial Reports  (11-15)

Motion Phi Beckett Second La Juana Chamber Lawson Abstain None Passed Yes

7. Executive Director Report – Katie Vela

- Point-in-Time Count Data Release Key Findings
- SARA Website Launch
- Special Notice of Funding Opportunity
- SARA is one of the best places to work in San Antonio

CONTINUUM OF CARE BUSINESS

8. Secretary Officer Election – Leilah Powell (16-17)

- Tyler Shoemith

Motion Cacie Madrid Second Phil Beckett Abstain None Passed Yes

9. Homeless Management Information System (HMIS) Orientation – Dr. Katherine Dillard Gonzalez (18-37)

Dr. Katherine Dillard Gonzalez gave a Homeless Management Information System (HMIS) overview and orientation attached to the Board agenda.

10. SARA Governance Structure Proposal – Katie Vela & Dr. Katherine Dillard Gonzalez (38-65)

Katie Vela and Dr. Katherine Dillard Gonzalez gave an overview of the proposed governance chart changes to the HMIS Advisory Committee, CE&O Committee, PIT Count Committee, and Membership Council.

Motion Tyler Shoemith Second Cacie Madrid Abstain None Passed Yes

11. CoC & Emergency Solutions Grant (ESG) Written Standards Updates – Chelsey Viger (66)

Motion Robert Reyna Second Hannah Cramer Abstain None Passed Yes

12. CoC Program Notice of Funding Opportunity (NOFO) Policy Updates – Dacey Werba (67-78)

Motion La Juana Chambers Lawson Second Tyler Shoemith Abstain None Passed Yes

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

- HMIS Vendor Monitoring Corrective Action Plan  (79-82)

Motion Tyler Shoesmith Second La Juana Chamber Lawson Abstain None Passed Yes

- Policy & Procedures: Section 3.3 Revision  (83)

Motion La Juana Chambers Lawson Second Hannah Cramer Abstain None Passed Yes

14. Membership Council Report – Scott Ackerson

Scott Ackerson informed the board of the Race and Ethnicity training being rescheduled to July. Membership Council received cyber security training in May.

15. Youth Action Board Report (YAB) Report – Kameron Rhys

Kameron Rhys shared that the YAB has been focused on recruitment for the YHDP listening session to get youth perspective on what getting connected to housing was like. They have also met with the Thrive youth center to recruit new members and received two new applications. YAB held a fundraiser at a Pride event and made 45 dollars for the YASS center.

16. Homeless Management Information System (HMIS) Lead Updates – Dr. Katherine Dillard Gonzalez

- HMIS Vendor 2023 Contract negotiation – Term TBD

Approved by the SARA Board of Directors in a virtual E-Vote.

17. Coordinated Entry and Outreach (CE&O) Advisory Committee Report – Melody Woosley

- Updated Committee Slate  (84-85)

Approved by the SARA Board of Directors in a virtual E-Vote.

- Homelink Workflow & Implementation Plan  (86-89)

Approved by the SARA Board of Directors in a virtual E-Vote.

18. Youth Homelessness Demonstration Program (YHDP) Steering Committee Report – Tyler Shoesmith (90)



Tyler Shoemsmith shared an update on the YHDP listening sessions and all the recruitment being done. The YHDP Steering Committee reviewed the interview questions. Tyler explained the partnership between ESC-20 and SARA to close the gap between the school homeless liaisons and the resources available in the community.

19. Thrive Youth Center Project Quality Improvement Plan (QIP) Progress – Chelsey Viger

Chelsey Viger shared that Thrive is following the Quality Improvement Plan and will have no issues completing it.

20. Point-in-Time Count Committee Report – Greg Zlotnick

Hannah Crammer shared the Point-in-Time Count results were released in May. The Committee has debriefed the 2022 Point-in-Time Count and will continue to plan for 2023.

21. Upcoming SARA Meetings and Events

Next CoC Board Meeting	Next CoC Membership Council Meeting
August 25, 2022, 3:00 – 5:00 PM In-Person	July 28, 2022, 2:30 – 4:00 PM Virtual

Committee Meetings & Working Groups

Title	Point of Contact	Event Details*
Housing ID & Strategies Workgroup	Dacey Werba daceywerba@sarahomeless.org	July 6, 2022, 1:00 – 2:00PM
HMIS Advisory Committee	Chelsey Viger chelseyviger@sarahomeless.org	July 27, 2022, 10:30 – 11:15AM
Outreach & Coordinated Entry Advisory Committee	Eboni Jett Ebonijett@SARAHomeless.org	July 13, 2022, 10:00 – 11:30AM
Point-in-Time Count Committee	Chelsey Viger ChelseyViger@SARAHomeless.org	July 14, 2022, 10:00 – 11:00AM
Youth Action Board	Suyapa Munoz suyapamunoz@SARAHomeless.org	July 9, 2022, 3:00 – 4:30PM



Alliance to House Everyone

Youth Homeless Demonstration Program Steering Committee	judithandrade@sarahomeless.org	July 23, 2022, 3:00 – 4:00PM
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All meetings are currently being held virtually. Please email daceywerba@sarahomeless.org to be added to a meeting distribution list

22. Topics for August Board Meeting

There were no topics discussed.

23. Announcements

La Juana Chambers Lawson is hosting a global impact investment summit in July.

24. Adjournment

President Powell adjourned the meeting at 5:14 pm.