



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

Board of Directors Board Meeting

Craig Hopkins, Board President

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

June 29th, 2017
3:00-5:00 p.m.

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

1. Call to Order



Vice President, Rebecca Brune called to order the **June 29, 2017 Board Meeting** of the South Alamo Regional Alliance for the Homeless at **3:15 pm**.

2. Public Comment

Brenda Garza from Prospera Housing invited everyone to come and take a tour at Prospera. They have 18 properties and overall, they have around 5,000 families living on the properties.

SARAH NONPROFIT BUSINESS

3. Consent Items

- Minutes from May 25th, 2017 Meeting 
- May Financial Report 

Board Action: Motion was made by Leslie Komet; seconded by Marta Leiper. Motion carried unanimous decision.

4. Preliminary Report from certified Public Audit – Chris Carmona

They have been out in the field for about three days and have about half a day left. Once they are done with the field work they will go back to the office and start drafting the audit report and the board will review the final report. The audit report should be completed toward the end of July.

5. Demonstration of New Website

The internet was not working and an email will be sent out to the board with the link to the new website for everyone to review.

6. Executive Director Report – Bill Hubbard



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- SARAH Open House
Wednesday, August 16th, 2:00 – 4:00
4100 E. Piedras Drive, Suite 105

7. CoC Policies & Procedures Contract Status Report

SARAH has a \$35,000 contract that we are executing. Half of the contract has been executed and two consultants are working on it. The result will be a comprehensive set of CoC Policies and Procedures in one manual. Both consultants are working together to put together the manual.

CONTINUUM OF CARE BUSINESS

8. HMIS Annual Report – Maria Wesloh

The purpose of HMIS is to record and store client-level information about the numbers, characteristics, and needs of persons who use homeless housing and supportive services and for persons who receive assistance for persons at risk of homelessness. An annual customer satisfaction report was sent out to 683 user surveys. The survey helped HMIS identify their areas of strengths and areas that they still need to improve on.

Strengths:

- 69% Rated Technical Support as Above Average (25%) or Excellent (44%)
- 71% Rated Customer Service Communication Above Average (34%) or Excellent (37%)
- 62% Rated Confident using HMIS Above Average (41%) or Excellent (22%)

Areas to Improve:

- 16% Rated HMIS as a tool to make decisions” Below Average (11%) or Poor (5%)
- 13% Rated “Reports Available” Below Average (10%) or Poor (3%)

There are several HMIS training courses available.

- **New User Group Trainings:** Hands on training conducted in a computer classroom where the new user can undergo initial HMIS software training.
- **Refresher Trainings:** Additional training offered to existing users for the purpose of increasing a user’s HMIS knowledge and proficiency. These trainings are designed according to user role, program type, and user needs. Refresher trainings will be conducted either one-on-one or in a small group.
- **Report Trainings:** This training is designed for agency executives and administrative staff who will use the system data for performance measurements, grant writing, and funding reports.



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- **Program Specific Training:** Personalized training for program managers and their staff as requested and/or as recommended by the HMIS Committee.
- **Agency Management Training:** This training ensures Program Managers, HMIS Security Officers, and Points of Contact attend H4H-sponsored HMIS trainings, stay current with the HMIS policies and procedures, and rely updated information to all HMIS users at his/her agency.
- **“What’s New?” Training:** Training conducted once a quarter on the HMIS enhancements and system upgrades.

Bed Coverage Rates:

2106 HMIS Bed Coverage Rate in Bexar County

- Emergency Shelter: 100%
- Transitional Housing: 95%
- Permanent Housing: 100%
- Safe Haven: 100%

For 2017 HMIS focus:

- Increase Vendor Performance Management
- Training
- Data Quality – All Agencies
- Technical Understanding

For 2017 HMIS areas of ongoing pursuit:

- Develop local benchmarks
- Identify areas of training and data awareness
- Provider engagement
- Community collaboration
- Membership council bi-monthly check in

9. Membership Council Report – Marie Lopez

They will have their meeting next month on July 18th from 2:30 – 4:30. They will be discussing their vision as membership Council and their mission.

10. Review of Proposed Bylaw Changes & Possible Action Item 

Board Action: Motion was made by Robert Blanton; seconded by Brenda Garza. Motion carried unanimous decision.

11. Coordinated Entry Update – Luke Leppla



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The Coordinated Entry update has been moved to the next board meeting in August.

12. Review Community Dashboard – Katie Vela  **pg. 32 – 33**

Total number of people experience homelessness has increased in emergency shelters and in the courtyard. The total number of newly homeless people has increased in emergency shelters and in the courtyard as well. The average length of time homeless has increased in emergency shelters, transitional housing and in the courtyard. In the last six months, the number of individuals who return to homelessness has increased.

13. HMIS Draft MOU Terms – Katie Vela 

Some more edits and reviews need to be made and SARAH will keep the board posted on any new developments.

14. NOFA Update – Katie Vela

The Independent Review Team met to score all the renewal applications. The scoring will be finalized when they meet again on July 28th. When the NOFA does come out SARAH will send the board a summary of what is in the funding notice this year. If there is new money available this year SARAH will discuss the possibility of issuing out an RFP.

15. SARAH Meetings and Events

SARAH Board Meetings

SARAH Membership Council Meetings

August 31 st , 3:00-5:00 pm Chamber of Commerce 1100 NW Loop 410, Suite 109	July 18 th , 2:30-4:30 pm San Antonio Area Foundation 303 Pearl Pkwy (Tentative)
October 26 th , 3:00-5:00 pm Chamber of Commerce 1100 NW Loop 410, Suite 109	September 19 th , 2:30-4:30 pm San Antonio Area Foundation 303 Pearl Pkwy (Tentative)
December 14 th , 12:00-2:00 pm Chamber of Commerce 1100 NW Loop 410, Suite 109	November 14 th , 2:30-4:30 pm San Antonio Area Foundation 303 Pearl Pkwy (Tentative)



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Committee Meetings & Working Groups

Title	Point of Contact	Event Details
Coordinated Entry Committee <i>*recurs monthly on the 2nd Monday</i>	Luke Leppla, SARAH lukeleppla@sarahhomeless.org	July 10 th , 1:30-3:00 pm American G.I. Forum 206 San Pedro Ave
HMIS Committee <i>*recurs monthly on the 3rd Thursday</i>	Katie Vela, SARAH katievela@sarahhomeless.org	July 20 th , 3:00-4:00 pm SAMMinistries TLLC 5922 Blanco Rd
Outreach Committee <i>*recurs monthly on the 4th Tuesday</i>	David Row, SARAH wdavidrow@sarahhomeless.org	July 25 th , 3:00-4:00 pm 8415 Datapoint Drive
SARAH Youth Homelessness Working Group		July 13 th , 9:30 – 10:30 AM Location: TBD
Housing Standards & Chronic Homelessness Working Group	Devon Maddox, St. Vincent de Paul devon.maddox@svdpsa.org	
Veteran CoC Working Group	Marc Wonder, COSA Marc.Wonder@sanantonio.gov	July 5 th , 1:0-4:30 pm San Antonio Head Start 1227 Brady Blvd.

16. Announcements

- SARAH Holiday Fourth of July- July 4th

17. Topics for August Board Meeting

- NOFA Ranking Tool



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18. Adjournment

Board Vice President, Rebecca Brune adjourned the **June 29, 2017 Board of Directors Meeting** of the South Alamo Regional Alliance for the Homeless at **4:45 pm**.