



1 Haven for Hope Way – San Antonio – Texas – 78207

## Board of Directors Board Meeting

*Craig Hopkins, Board President*

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

October 27, 2016  
3:00-5:00 p.m.

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*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 **October 27, 2016 SARAH's Board of Director's Meeting at 3:07 p.m.**

### 2. Roll Call (Sign-In Sheet)

**Present:** Craig Hopkins, Rebecca Brune, Dave Peterson, Louis W. Rubiola, Nancy Williams (proxy for Edward Gonzales), Scott Ackerson, Robert Blanton (proxy for William McManus), Eddie Ortega, Estella Garza, Bill Hubbard, Tiffany Smith, Jayde Beebe

**Guest(s):** Gaylynn Schwenk (SAMMinistries), Renee Trevino (TRLA), Charles Johnson (HABC)

**Absent:** Tammi Woodard, Leslie Komet Ausburn, David Jordan, Greg Matula, David Birdy

### 3. Public Comment

No public comment was made.

### 4. Consent Items

- Minutes from September 29, 2016 Meeting
- September Financial Report

**Board Action:** Motion was made by Louis Rubiola seconded by Robert Blanton (proxy for William McManus). Motion carried- unanimous decision.

### 5. Service Provider Presentation- Texas Legal Rio Grande

Renee Trevino was the presenter for Texas Legal Rio Grande (TRLA). TRLA provides free legal representation to low-income individuals. They do their homeless advocacy at Haven for Hope Tuesday and Thursday's from 9:00 a.m. to 4:00 p.m. They do walk-ins, referrals, and appointments. The telephone number to access to justice is 1-988-9996. The Texas Legal Rio Grande office is 1111 South Main Ave., and their telephone number is 210-212-3700. The phone number to their veteran's advocacy project is 210-212-3740.

During intake, a person's eligibility is determined. A person's basic demographics is determined such as telephone numbers, family members and what kind of income they have. The rest of the intake involves a lengthy interview on what the individual's legal problem is.

Texas Legal Rio Grande offers free legal representation to the following low-income individuals in the following areas:

1. Housing including Landlord/Tenant
2. Real Property including foreclosures.
3. Public Benefits/Assistance & Disability
4. Civil Rights
5. Consumer Protection/Law Fraud
6. Wills/Powers of Attorney/Probate
7. Family Lay
8. Employment
9. Survivors of Sexual Assault

## **6. Executive Director Report – Bill Hubbard**

- **HABC Improvement Plan Update**

There was a client placement requirement of 25 individuals. HABC missed the deadline last month because there were no apartments available for the individuals. As of today, they have placed 22 people and 7 are on the waiting list. HUD fully supports moving forward with the HABC renewal grant and they are not going to sanction them under any capacity issue. The new Executive Director, Jim Hargrove will report on Tuesday. Due to the delay in placing clients we must de-obligated \$120,000 thousand dollars out of the grant. No additional action will be required of HABC and the board will take no further action regarding the renewal grant.

- **Business Analyst Hire**

Mr. Hubbard announced two new employees; Katelyn Underbrink has been hired as a business analyst and David Row has been hired as a community outreach specialist.

- **Youth NOFA Demonstration Project**

Pam Deegear will be the grant writer for the project and will be working with SARA and non-SARA partners. Jayde Beebe and Katelyn Underbrink will be assisting Pam with this project. SARA and Haven for Hope will be using HMIS and other Haven for Hope resources to assist Pam.

- **RFP Consultant**

Mr. Hubbard announced he will be issuing RFP's for a SARA certified financial audit as budgeted for 2016 and for a NOFA Consultant.

- **2017 January Financials**

Mr. Hubbard will have a draft budget ready for next board meeting. Mr. Hubbard also announced the planning grant was signed today. SARA has received a \$274,000 Planning grant from HUD along with the \$100,000 Coordinated Entry grant for a total of \$374,000. The grant is renewable every year and our challenge will be to make sure SARA has the match funding every year.

- **Staffing Plan**

- Job Descriptions provided with the Board packet as requested by the Board.

- **Policies to be Updated**

Mr. Hubbard will be developing recommendations for changes to personnel policies including executive director pay raises and employee raises. Dave Peterson

recommended the two be separated to allow the Board to make recommendations for the Executive Director and that the Executive Director be given an overall recommendation (example; percentage increase range) and the Executive Director administer the employee raises. Mr. Hubbard will also be recommending changes to the bylaws. Policy changes will be discussed at the January 2017 Board meeting and by law changes will be discussed at the February 2017 Board meeting.

- **Visioning and Strategy Update**

During the membership council meeting visioning and strategy meeting was discussed. Four primary areas were identified for the board to focus on that were not already listed.

1. Sexual Offenders Housing Bias
2. Elderly with Diminishing Mental Capacity
3. Mental Health in General
4. Assess Community needs

Mr. Hubbard will bring to the January board meeting the following items:

1. Strategy and Visioning oversight
2. Action Plan on what will be done going forward
3. Change bylaws to interconnect with changes

- **Contract Approval for Mobile PIT Application**

Board approved contract for mobile PIT application. Board would like for Luke to come to next board meeting to review

## **7. Study of Health Care High Utilizer – Rebecca Brune**

In the summer of 2015, Methodist Healthcare Ministries of South Texas, Inc. engaged in the Meadows Mental Health Policy Institute to review the performance of Bexar County behavioral health systems. These findings are based on reviews conducted in the fall 2015 and early 2016. The primary focus of this assessment was on the most severe needs: adults with serious mental illness and children with serious emotional disorders. Over 80% of adults in poverty with severe needs are served by the Center for Health Care Services, University Health System, Medicaid providers, The University of Texas Health Science Center at San Antonio and Haven for Hope.

### **Key Programmatic gaps were identified and addressed to include the following:**

1. A top priority should be to develop a comprehensive, integrated crisis system across all major public payers, hospital providers, and behavioral health providers.
2. A second major priority should be a cross-payer effort to develop assertive and intensive ongoing services for the 2,600 highest utilizers of jail, homeless, crisis, emergency response system, ER, and impatient care, including both housing and co-occurring substance abuse services for most.
3. For more routine care, primary health/behavioral health integration offers the only path to meeting the need; current initiatives are effective and can serve as a base for scaling up.
4. For children, there is a need to:
  - a. Develop a unified, system-wide planning process within the broader system planning effort, involving all child and family serving providers and working with all major payers and providers, including the Department of Family Protective Services and juvenile probation.

- b. Expand access to intensive, time-limited home and home community based supports for the 2,200 at highest risk of out of home placement.
- c. Expand early intervention services for severe mental illness manifesting in adolescence, including best practice First Episode Psychosis services and school based and school linked services to begin to address the “school to prison pipeline.”

A copy of the full report is available with several copies handed out during the meeting.

- 8. Discussion on New Development Committee– Craig Hopkins  
Board members who volunteered to serve on the Development Committee include Greg Matula, Louis Rubiola, Estella Garza and Becca Brune.

9. Upcoming Meetings and Events



**Committee Meetings**

Title	Point of Contact	Event Details
Coordinated Entry Committee <i>*recurs monthly on the 2<sup>nd</sup> Monday</i>	Luke Leppla, SARAH lukeleppla@sarahomeless.org	November 7th, 1:30-3:30 American G.I. Forum - NVOP 5922 Blanco Rd, 78228
Performance Committee <i>*recurs monthly on the 3<sup>rd</sup> Tuesday</i>	Jayde Beebe, SARAH jaydebeebe@sarahomeless.org	November 8th, 9:00-10:00 The Salvation Army 521 W. Elmira
Veteran Working Group <i>*recurs every other Wednesday</i>	Marc Wonder, COSA marc.wonder@havenforhope.org	November 9th, 1:00-4:30 Head Start 1227 Brady Blvd, 78207
Membership Council Meeting <i>*recurs monthly on the 3<sup>rd</sup> Wednesday</i>	Tiffany Smith, SARAH tiffanysmith@sarahomeless.org	November 15th, 3:00-5:00 San Antonio Area Foundation 303 Pearl Pkwy
Point-In-Time Committee <i>*recurs monthly on the 2<sup>nd</sup> Tuesday</i>	Luke Leppla, SARAH lukeleppla@sarahomeless.org	November 16th, 3:00-5:00 H4H Volunteer Center 1 Haven for Hope Way
HMIS Committee	Maria Weseloh, H4H maria.weseloh@havenforhope.org	November 17th, 3:00-5:00 SAMMinistries TLLC 5922 Blanco Rd
SARAH Board Meeting <i>*recurs monthly on the last Thursday</i>	Tiffany Smith, SARAH tiffanysmith@sarahomeless.org	November 17th, 3:00 – 5:00 Chamber of Commerce 1100 NW Loop 410, Ste., 109

**Upcoming Events**

2017 Point-in-Time Count	Luke Leppla, SARAH	January 26, 2017, All Day Venue: Citywide PIT HQ: TBD
2017 PIT Count, Weather Day	TBD	TBD

**10. Announcements**

Upcoming Agency Presentations:

Family Violence Prevention Services – November 17<sup>th</sup>, 2016

St. Vincent de Paul – December 20<sup>th</sup>, 2016

**11. Adjournment**

Board President Craig Hopkins adjourned the **October 27, 2016 Board of Directors Board Meeting** of the South Alamo Regional Alliance for the Homeless at **5:00 p.m.**